

Risk Assessment Matrix					
Step 1 – Determine the Likelihood and Consequence					
Likelihood					
Consequence	Rare Likely to occur in very exceptional circumstances	Unlikely Could occur at some time	Possible May occur at some time	Likely Will probably occur or has happened before	Almost Certain Expected to occur
<b>Insignificant</b> No personal injury, no adverse outcomes	1-Very Low	2-Very Low	4-Low	7-Medium	11-Medium
<b>Minor</b> Minor injury (first aid treatment) and adverse outcomes	3-Very Low	5-Low	8-Medium	12-Medium	16-High
<b>Moderate</b> Serious injury (medical treatment) adverse outcomes	6-Low	9-Medium	13-Medium	17-High	20-Very High
<b>Major</b> Serious injury (long term absence) major adverse outcomes	10-Medium	14-Medium	18-High	21-Very High	23-Severe
<b>Catastrophic</b> Fatality or permanent impairment, government intervention	15-Medium	19-High	22-Very High	24-Severe	25-Severe
Step 2 – Determine the Risk Rating and Response Required					
Risk Rating	Response Required				
23-25 Severe	Highest Priority – stop work and implement controls immediately				
20-22 Very High	Requires urgent attention - temporary controls to be implemented in interim				
16-19 High	Requires urgent attention – plan for controls through consultation				
7-15 Medium	Requires attention – controls to be established through consultation				
4-6 Low	Requires monitoring - controls to be established through consultation				
1-3 Very Low	Requires monitoring				
Step 3 – Implement the Highest Control that is available					
Hierarchy of Controls					
Elimination	<b>Highest</b> - Physically remove the hazard – <i>This is not always possible</i>				
Substitution	Replace the hazard with something less hazardous – <i>eg: replace lead based paint with water based paint to lessen the risks</i>				
Engineering	Isolate people from the hazard by using engineering controls – <i>eg: install roll-over protection bars on a quad bike</i>				
Administrative	Administrative controls – <i>eg: procedures, training, maintenance programs, safety signage</i>				
PPE	<b>Lowest</b> - Personal Protective Equipment – <i>to be used in conjunction with other controls or as a last resort in isolation – eg: steel cap boots, gloves, eye/hearing protection</i>				

Document Reference	Procedure Reference	Version	Effective Date	Review Date	Page Number	Date Printed
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