RISK ASSESSMENT

Risk assessment review record

Use one record for each review. Work through the five questions for each row the trigger touches.

Site	Assessment reviewed	Reviewed by	Date of review

What triggered the review?

☐ Accident or near miss ☐ Workers spotted a problem ☐ Controls may no longer be effective ☐ Change at work ☐ HSE visit or notice ☐ Other:

What happened, in brief	Rows of the assessment reviewed

The five questions

Question	What you found
1. Did the hazard happen the way we expected?	
2. Was the control in place?	
3. Was it being used?	
4. Was it enough?	
5. What else has changed?	

The row, before and after

Before	After

Actions

Action	Owner	By when	Done

Date checked it worked	Checked by	Next review date