

# Assigning a level of risk

## Introduction

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When assessing a risk it is important to ask what is the likely severity of the injury?

- Is it likely to be minor?
- Major?
- Would it require outside assistance?
- Ambulance?
- Involve a number of casualties?
- Require a doctor?
- Need a transfer to hospital?

It is important when assessing a risk to assign a number. This will help you prioritize and deal with the most important first.

1 = do something immediately  
6 = do something when possible.



Low Risk                      Medium Risk                      High Risk

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## Low Risk

### 6. Very Low Risk

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#### 6. Very Low Risk


A very low level of risk is assessed as a Level 6.

There is:

- no likelihood of death or severe injury
- no likelihood for help or assistance
- no time away from work
- little need for first aid assistance

In this category examples may include a paper cut injury or injury from use of a desk stapler.

There is a risk but it is so minor that little needs to be done other than make employees aware of procedures involved.



6. Very Low Risk

Low Risk      Medium Risk      High Risk

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## 5. Low risk

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### 5. Low risk

A low level of risk is assessed as a Level 5.

There is:

- little likelihood of death or severe injury
- little likelihood for help or assistance
- rarely time away from work
- some need for first aid assistance

This category may include employees using specialized implements in the workplace (large office equipment e.g. photocopier, printer )or the kitchen (knives). There is a risk but it is minor. Employees are instructed on correct safety procedures and if followed the risk remains low.



5. Low risk

Low Risk      Medium Risk      High Risk

A low level of risk is assessed as a Level 5.

There is:

- little likelihood of death or severe injury
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This category may include employees using specialized implements in the workplace (large office equipment e.g. photocopier, printer )or the kitchen (knives). There is a risk but it is minor. Employees are instructed on correct safety procedures and if followed the risk remains low.

## Medium Risk

### 4. Medium risk

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#### 4. Medium risk


A medium risk is assessed as a Level 4.  
There is:

- some likelihood of death or severe injury
- a possibility of needing help or assistance
- a possibility that an injury may require a short time away from work
- a possibility of first aid assistance

Policies in place for management:

- Risk assessment documented prior to operation or performing duty
- Document operational procedures
- Develop preventative policy and maintenance schedule

Examples may include work related injuries acquired from light intensive repetitive work often seen in office situations, cleaning and small businesses.



4. Medium risk

Low Risk      Medium Risk      High Risk

A medium risk is assessed as a Level 4.

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- some likelihood of death or severe injury
- a possibility of needing help or assistance
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- a possibility of first aid assistance

Policies in place for management:

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- Document operational procedures
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Examples may include work related injuries acquired from light intensive repetitive work often seen in office situations, cleaning and small businesses.

### 3. High medium risk

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#### 3. High medium risk


A high medium risk is assessed as a Level 3. There is:

- a possibility of death or severe injury
- a possibility of needing help or assistance
- a possibility of a short time away from work
- need for first aid assistance may be necessary

Policies in place for management:

- Risk assessment documented prior to operation or performing duty
- Document operational procedures
- Develop preventative policy and maintenance schedule

Examples may include work related injuries acquired from manual handling, heavy intensive repetitive work, manufacturing



3. High medium risk

Low Risk      Medium Risk      High Risk

A high medium risk is assessed as a Level 3.  
There is:

- a possibility of death or severe injury
- a possibility of needing help or assistance
- a possibility of a short time away from work
- need for first aid assistance may be necessary

Policies in place for management:

- Risk assessment documented prior to operation or performing duty
- Document operational procedures
- Develop preventative policy and maintenance schedule

Examples may include work related injuries acquired from manual handling, heavy intensive repetitive work, manufacturing workshops.

# High Risk

## 2. High risk

Assigning a level of risk

### 2. High risk


A high level of risk is assessed as a Level 2. There is:

- possibility of death or severe injury
- likelihood of needing help or assistance in an accident
- often time away from work
- urgent need for first aid assistance

Policies in place for management:

- Plant Pre Purchase assessment
- Risk assessment documented prior to operation
- Document operational procedures
- Consider Registering item of plant
- Develop maintenance schedule

Examples include: drill press, lathes, milling machine, welding equipment, band-saws, router, circular saw, tractors, electric vehicles, arc welding, vehicle hoists.



2. High risk

Low Risk      Medium Risk      High Risk

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There is:

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Examples include: drill press, lathes, milling machine, welding equipment, band-saws, router, circular saw, tractors, electric vehicles, arc welding, vehicle hoists.

# 1. Extreme risk

Assigning a level of risk

## 1. Extreme risk


An extreme level of risk is assessed as a Level 1. There is

- high likelihood of death or severe injury
- likelihood of assistance in an accident
- likelihood of a long absence from work
- a critical need for first aid

Policies in place for management

- Plant pre purchase assessment
- Risk assessment documented prior to operation
- Document/register operational procedures of plant
- Develop maintenance schedule
- Specialist advice and management approval pre - purchase

Examples occur in high risk mining using explosives and heavy equipment, building and construction sites, armed services etc



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