

GENERAL GUIDANCE ON RISK ASSESSMENT

Competence

A risk assessment should only be completed by someone who is competent to do so. This does not necessarily mean that everyone completing risk assessments has to have had specific training in the discipline. It does mean that they must understand what it is they are risk assessing, what the hazards are, who might be harmed (and how) and what needs to be done to offer reasonable protection. It may often be the case that staff involved in a particular task will complete the risk assessment (they after all will know about the task better than anyone). Additional support from someone else, versed in completing risk assessments, may be required to complete the task satisfactorily.

Generic risk assessments

A set of *generic* risk assessments is available covering many of the more common tasks that are performed by our colleagues. These are provided to avoid the need to *reinvent* risk assessments that are frequently needed and can be satisfactorily assessed, including identifying the necessary controls, for a range of occupational safety and health matters.

This set of generic risk assessments are 'owned' by the Occupational Safety and Health Adviser (OSHA), are updated each year and are available on the intranet and [here](#).

It is important to note that these assessments may be used on their own where the risks addressed are adequately controlled by the measures specified, or used as a starting point to identify where further measures are needed to address specific circumstances.

Alternatively a bespoke risk assessment may be required to address specific circumstances where the hazards, risks and controls addressed by the generic risk assessment are not sufficient to satisfactorily control a particular risk.

For further guidance on completing risk assessments see the Risk Assessment pages on the Intranet and risk assessment templates.

For assistance in completing risk assessments contact the OSHA.