**Unit NG2: Risk assessment**

**Declaration: by submitting this assessment (Parts 1 – 4) for marking I declare that it is entirely my own work. I understand that falsely claiming that the work is my own is malpractice and can lead to NEBOSH imposing severe penalties (see the NEBOSH Malpractice Policy for further information).**

**Important note:** You must refer to the document ‘Unit NG2: Risk assessment – Guidance and information for learners and Learning Partners’ while completing all parts of this assessment. Your Learning Partner should provide you with a copy, but it can also be downloaded from the relevant resources section for this qualification on the NEBOSH website.

For instructions on using continuation sheets please refer to the ‘Unit NG2: Risk assessment – Guidance and information for learners and Learning Partner’ document.

**Part 1: Background**

Learner number: Learner name:

 Sheet of

**You should aim to complete this section in 150 - 200 words.**

\* If you’re worried about confidentiality, you can invent a false name and location for your organisation but, all other information provided must be factual.

|  |  |
| --- | --- |
| **Topic** | **Comments** |
| Name of organisation\* |  |
| Site location\* |  |
| Number of workers |  |
| General description of the organisation  |  |
| Description of the area to be included in the risk assessment |  |
| Any other relevant information |  |

Learner number: Learner name:

 Sheet of

**You should aim to complete this section in approximately 100 - 200 words.**

Note: this section can be completed after you have competed your risk assessment.

|  |  |
| --- | --- |
| Outline how the risk assessment was carried out this should include:* sources of information consulted;
* who you spoke to; and
* how you identified:
* the hazards;
* what is already being done; and
* any additional controls/actions that may be required.
 |  |

**Part 2: Risk Assessment**

Organisation name: Learner name:

Date of assessment: Learner number:

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Scope of risk assessment:

|  |  |
| --- | --- |
| Hazard Category **and** hazard |  |
| Who might be harmed and how |  |
| What are you already doing |  |
| What further controls/actions are required? |  |
| Timescales for further actions to be completed (within…x months) |  |
| Responsible person’s job title |  |

**Risk assessment continuation sheet**

Learner name:

Learner number: Page of

|  |  |
| --- | --- |
| Hazard Category **and** hazard |  |
| Who might be harmed and how |  |
| What are you already doing |  |
| What further controls/actions are required? |  |
| Timescales for further actions to be completed (within…x months) |  |
| Responsible person’s job title |  |

**Part 3: Prioritise 3 actions and justify the selection**

Learner number: Learner name:

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**Suggested word counts**

Moral and financial arguments for all actions: 300 to 350 words

**For EACH action:**

Specific legal arguments: 100 to 150 words

Likelihood AND severity: 75 to 150 words

How effective the action is likely to be in controlling the risk: 100 to 150 words

**Moral and financial arguments for ALL actions**

|  |  |
| --- | --- |
| Moral, general legal and financial arguments |  |

**Justification for action 1**

|  |  |
| --- | --- |
| Action |  |
| Specific legal arguments |  |
| Consideration of likelihood AND severity |  |
| How effective the action is likely to be in controlling the risk. This must include:* the intended impact of the action;
* justification for the timescale that you indicated in your risk assessment; and
* whether you think the action will fully control the risk.
 |  |

**Justification for action 2**

|  |  |
| --- | --- |
| Action |  |
| Specific legal arguments |  |
| Consideration of likelihood AND severity |  |
| How effective the action is likely to be in controlling the risk. This must include:* the intended impact of the action;
* justification for the timescale that you indicated in your risk assessment; and
* whether you think the action will fully control the risk.
 |  |

**Justification for action 3**

|  |  |
| --- | --- |
| Action |  |
| Specific legal arguments |  |
| Consideration of likelihood AND severity |  |
| How effective the action is likely to be in controlling the risk. This must include:* the intended impact of the action;
* justification for the timescale that you indicated in your risk assessment; and
* whether you think the action will fully control the risk.
 |  |

**Part 4: Review, communicate and check**

Learner number: Learner name:

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**Suggested word counts for each section:**

* Planned review date or period and reasoning for this: **50 - 100 words**
* How the risk assessment findings will be communicated and who needs to know the information: **100 - 150 words**
* Follow up on the risk assessment: **100 - 150 words.**

|  |  |
| --- | --- |
| Planned review date/period with  **reasoning** |  |
| How the risk assessment findings will be communicated **AND** who you need to tell |  |
| How you will follow up on the risk assessment to check that the actions have been carried out |  |