Waipapa Taumata Rau University of Auckland

HSW Risk Assessment Template

Version 5.0, 2026 (Excel A3)

Inherent Risk Rating: ____ **Residual Risk Rating:** ____

https://auckland.ac.nz/hsw-risk

Assessment Name (Activity/Space)	Risk Assessment Description:	Assessed by: (name/team)	Assessment Date:
Faculty/School/Area		Approved By: (name/role)	Next Scheduled *Review Date:*

Hazards Description of hazard, procedure or task being assessed and the related risk.	**Outcome** Who might be harmed, and how might they be harmed?	**Inherent Risk Rating** (Uncontrolled OR before assessment)			CRITICAL RISK	**Current Controls** What controls are currently in place? **If elimination is not possible, you must implement (in this order):** 1: Substitution and/or, 2: Isolation and/or, 3: Engineering controls **If the risk still remains:**	**Residual Risk Rating** (After all controls are agreed, in place/active)			**Additional Controls** What further action(s) do you need to take to control the risks?	**Timescale** What date will additional controls be implement by?	**Responsible Person** Who is responsible for ensuring these additional controls are in place?	**Methods used to inform persons at risk** eg Induction, Prestart, Signage, Training, Email
		L	**C**	**R**			**L**	**C**	**R**				