



MANUFACTURING WORKPLACE RISK ASSESSMENT

IDENTIFY HAZARDS, ASSESS RISKS AND TAKE ACTION
TO PROTECT PEOPLE, PLANT AND PERFORMANCE.

Use this assessment to identify workplace hazards, evaluate the level of risk and determine appropriate control measures.

YOUR RISK SCORE

COUNT YOUR RESPONSES

HIGH RISK (15–25):

MEDIUM RISK (7–14):

LOW RISK (0–6):

TOTAL QUESTIONS: 25



1 PLANT & MACHINERY SAFETY

Is plant and machinery safe and well maintained?

	High Risk	Medium Risk	Low Risk
Machinery is guarded and safety devices are intact	☐	☐	☐
Pre-start checks are completed and recorded	☐	☐	☐
Preventative maintenance is up to date	☐	☐	☐
Lockout/Tagout (LOTO) procedures are in place	☐	☐	☐
Only trained and authorised workers operate machinery	☐	☐	☐



2 WORKPLACE HAZARDS & ENVIRONMENT

Are workplace hazards identified and controlled?

	High Risk	Medium Risk	Low Risk
Floors are clean, dry and free from slip hazards	☐	☐	☐
Good lighting, ventilation and temperature control	☐	☐	☐
Noise levels are monitored and managed	☐	☐	☐
Exposure to dust, fumes or chemicals is controlled	☐	☐	☐
Waste, scrap and materials are stored safely	☐	☐	☐



3 MANUAL TASKS & ERGONOMICS

Are manual handling and ergonomic risks managed?

	High Risk	Medium Risk	Low Risk
Manual handling tasks are assessed and minimised	☐	☐	☐
Mechanical aids are available and used	☐	☐	☐
Workstations are ergonomically designed	☐	☐	☐
Repetitive tasks are rotated or varied	☐	☐	☐
Workers are trained in safe lifting techniques	☐	☐	☐



4 HAZARDOUS SUBSTANCES & CHEMICALS

Are hazardous substances controlled and used safely?

	High Risk	Medium Risk	Low Risk
SDS are available and accessible	☐	☐	☐
Chemical containers are labelled and stored correctly	☐	☐	☐
Appropriate PPE is available and used	☐	☐	☐
Spill kits and eyewash stations are accessible	☐	☐	☐
Workers are trained in safe handling of chemicals	☐	☐	☐



6 EMERGENCY PREPAREDNESS

Are emergency procedures in place and tested?

	High Risk	Medium Risk	Low Risk
Inductions completed for all workers	☐	☐	☐
Safety training is current and relevant	☐	☐	☐
Safe work procedures are in place and followed	☐	☐	☐
Hazard reporting system is effective	☐	☐	☐
Incidents are investigated and corrective actions taken	☐	☐	☐

RESULTS



0 – 6 LOW RISK

Good Work!

Your workplace appears to have effective controls in place. Continue to monitor, review and maintain your systems.



7 – 14 MEDIUM RISK

Action Needed

There are areas that require improvement. Develop an action plan to strengthen controls and reduce risk.



15 – 25 HIGH RISK

Immediate Action Required

High risk areas may put people, plant and performance at serious risk. Take immediate action to implement controls and reduce hazards.

TOP 10 MANUFACTURING RISK AREAS

- 1 Unguarded machinery
- 2 Manual handling injuries
- 3 Slips, trips and falls
- 4 Hazardous substances
- 5 Inadequate maintenance
- 6 Poor housekeeping
- 7 Electrical hazards
- 8 Noise exposure
- 9 Inadequate training and supervision
- 10 Poor incident reporting

NEXT STEPS

- ✓ Prioritise high and medium risks
- ✓ Implement control measures
- ✓ Provide training and communicate
- ✓ Monitor and review regularly
- ✓ Record actions and outcomes



NEED HELP IMPROVING SAFETY & COMPLIANCE?

We help manufacturing businesses create safer workplaces, reduce risk and improve performance. Get practical, customised support from experienced workplace safety specialists.



Reduce Injuries
& Incidents



Protect Your
People



Improve Efficiency
& Productivity



Meet Legal
Obligations



Reduce Costs &
Downtime

* This assessment is a general guide only. You must conduct a full risk assessment for specific tasks and workplaces.



1800 577 515



info@assurancechr.com.au



assurancechr.com.au



Level 3, 83 Macquarie St,
Hobart TAS 7000

The workplace
problem solvers.