



Basic Risk Assessment Template

4 Sep 2025 / Dominic Manuel

Complete

Flagged items	3	Actions	2
Task/Activity being assessed	Warehouse manual handling task		
Assessed by	Dominic Manuel		
Conducted on	04.09.2025 12:40 PST		
Location	175 Military Rd, Guildford NSW 2161, Australia		

Flagged items & Actions		3 flagged, 2 actions
Flagged items		3 flagged, 1 action
Audit / Hazards, Risks and Controls / Hazard / Hazard 1		
Risk rating	Medium	
Audit / Hazards, Risks and Controls / Hazard / Hazard 3		
Risk rating	Medium	
Audit / Hazards, Risks and Controls / Hazard / Hazard 3		
What measures are currently in place to control the risk?	No controls in place	
To do Assignee: Admin Priority: Medium Due: 11.09.2025 12:47 PST Created by: SafetyCulture Staff		
Create control measures for improper stacking of boxes		
Conduct refresher training; introduce stacking checklist		
Other actions		1 action
Audit / Hazards, Risks and Controls / Hazard / Hazard 1		
What measures are currently in place to control the risk?	Administrative Controls	
I was told that workers have received training, but it doesn't seem like it's being applied effectively.		
To do Assignee: Admin Priority: Medium Due: 11.09.2025 12:45 PST Created by: SafetyCulture Staff		
Schedule Refresher Training for workers		
Refresh workers on proper manual handling practices and lifting aids available		

Audit

3 flagged, 2 actions

General**Describe the job, process, or task being assessed**

Manual lifting and moving of boxes onto pallets

Hazards, Risks and Controls

3 flagged, 2 actions

Click Add Hazard (+) after you have observed and identified a hazard

Hazard

3 flagged, 2 actions

Hazard 1

1 flagged, 1 action

Name the hazard

Manual lifting injury

Describe the risk

Muscle strain or back injury due to improper lifting

Who is at risk?

Warehouse workers

Photo of hazard

Photo 1

Using this matrix as reference, please assign the corresponding risk rating for the identified hazard

Likelihood		Very Likely	Likely	Unlikely	Highly Unlikely
Severity	Fatality	High	High	High	Medium
	Major	High	High	Medium	Medium
	Minor	High	Medium	Medium	Low
	Negligible	Medium	Medium	Low	Low

Risk rating

Medium

What measures are currently in place to control the risk?

Administrative Controls

I was told that workers have received training, but it doesn't seem like it's being applied effectively.

To do | Assignee: Admin | Priority: Medium | Due: 11.09.2025 12:45 PST | Created by: SafetyCulture Staff

- Schedule Refresher Training for workers
- Refresh workers on proper manual handling practices and lifting aids available

Hazard 2

Name the hazard

Slip and trips

Describe the risk

Falling due to wet or cluttered floor

Who is at risk?

Warehouse workers

Photo of hazard



Photo 2

Using this matrix as reference, please assign the corresponding risk rating for the identified hazard

Likelihood		Very Likely	Likely	Unlikely	Highly Unlikely
Severity	Fatality	High	High	High	Medium
	Major	High	High	Medium	Medium
	Minor	High	Medium	Medium	Low
	Negligible	Medium	Medium	Low	Low

Risk rating

Low

What measures are currently in place to control the risk?

Elimination

Administrative Controls

Hazard 3

2 flagged, 1 action

Name the hazard

Stacking boxes improperly

Describe the risk

Boxes falling and causing crush injury

Who is at risk?

Warehouse workers

Photo of hazard



Photo 3

Using this matrix as reference, please assign the corresponding risk rating for the identified hazard

Likelihood		Very Likely	Likely	Unlikely	Highly Unlikely
Severity	Fatality	High	High	High	Medium
	Major	High	High	Medium	Medium
	Minor	High	Medium	Medium	Low
	Negligible	Medium	Medium	Low	Low

Risk rating

Medium

What measures are currently in place to control the risk?

No controls in place

To do | Assignee: Admin | Priority: Medium | Due: 11.09.2025 12:47 PST | Created by: SafetyCulture Staff

Create control measures for improper stacking of boxes
Conduct refresher training; introduce stacking checklist

Completion

Assessor's Signature



Dominic Manuel
04.09.2025 12:48 PST

Approval

Review Date

04.09.2025 12:49 PST

Signature of Reviewer

A handwritten signature in black ink, appearing to read 'Jane G.', with a small dot at the end.

Jane Green
04.09.2025 12:49 PST

Media summary



Photo 1



Photo 2



Photo 3