Mcct	OPERATIONS CONTROL SERVICES	Revision No.: 0	Document Effective Date: 01 Apr 2025	
	Hazard Identification, Risk Assessment & Risk Control Chart			Document Ref: OCS-REC-HIRARCC

HIRARC MASTER FORM

Company		HIRARCC NO.:	
Process / Location / Project		DATE:	
Approved by MD:		Prepared by	
Project Start Date		Name:	
Purpose		Designation:	

1.Hazard Identification				2. Risk Analysis				3. Risk Control	
No	**Work Activity**	**Hazard**	**Which can cause / effect**	**Existing Risk Control (if any)**	**Likelihood**	**Severity**	**Risk**	**Recommended Control Measures**	**PIC** (Due date & status)
1									

Remarks	Prepared by:	Verified by:	Recorded by:
	Signature: Name: Appointment: Project Manager (PM) Date:	Signature: Name: Appointment: Site Safety Supervisor (SSS) Date:	Signature: Name: Appointment: Document Controller (DC) Date:

What you need to do

1. Consider what can go wrong that can hurt someone
2. Determine what the most likely outcome would be - Consequences
3. Determine how likely those consequences are - Likelihood
4. Calculate the risk rating
5. Required action

SEVERITY:	*How severely could someone be hurt?*
Severe	death or permanent disability to one or more persons
Major	hospital admission required
Moderate	medical treatment required
Minor	first aid required
Insignificant	injuries not requiring first aid
LIKELIHOOD:	*How likely are those consequences?*
Almost certain	expected to occur in most circumstances
Likely	will probably occur in most circumstances
Possible	could occur at some time
Unlikely	is not likely to occur in normal circumstances
Rare	may occur only in exceptional circumstances

LIKELIHOOD	**SEVERITY**				
	Insignificant 1	**Minor 2**	**Moderate 3**	**Major 4**	**Severe 5**
Almost certain 5	5	10	15	20	25
Likely 4	4	8	12	16	20
Possible 3	3	6	9	12	15
Unlikely 2	2	4	6	8	10
Rare 1	1	2	3	4	5

Risk level	**Required action**
High (15-25)	A HIGH risk requires **immediate** action to control the hazard as detailed in the hierarchy of control. Actions taken must be documented on the risk assessment form including date for completion.
Medium (5-12)	A MEDIUM risk requires a planned approach to controlling the hazard and applies temporary measure if required. Actions taken must be documented on the risk assessment form including date for completion.
Low (1-4)	A risk identified as LOW may be considered as acceptable and further reduction may not be necessary. However, if the risk can be resolved quickly and efficiently control measures should be implemented and recorded.