

Workplace Risk Assessment – Work Practices

Company	
Workplace Address	
Phone	Email

In addition to assessing the physical conditions of your workplace, you also need to look at your workplace practices to assess any risks.

Ensure that all workplace areas and all types of work practices are covered during your risk assessment for workplace violence.

The following chart sets out some risk factors to consider when designing your workplace risk assessment.

This checklist is to be used as a guideline only and should be modified to fit your workplace. After adapting this template to fit your workplace, look at where you've answered yes to determine if there is a significant risk of violence at your workplace. If you've answered YES to ANY question then your workplace is considered to be at an elevated risk of violence and you must develop a code of practice to mitigate and address those risks.

Are employees involved in any of the following work practices:	Yes	No
→ Working with the public? (bus driver, flag person, retail sales)	<input type="checkbox"/>	<input type="checkbox"/>
→ Handling money or valuable equipment? (tractor trailer driver, armoured truck operators)	<input type="checkbox"/>	<input type="checkbox"/>
→ Responsible for the control of drugs or alcohol? (pharmacist, bartender)	<input type="checkbox"/>	<input type="checkbox"/>
→ Carrying out enforcement duties? (security guard, management)	<input type="checkbox"/>	<input type="checkbox"/>
→ Transporting or working with unstable or aggressive people? (bus or taxi driver, social worker)	<input type="checkbox"/>	<input type="checkbox"/>
→ Working alone or in small numbers? (transport operator, utility workers)	<input type="checkbox"/>	<input type="checkbox"/>
→ Driving a vehicle as part of the job? (appliance repair/service person, estimator)	<input type="checkbox"/>	<input type="checkbox"/>
→ Arriving or leaving at the same time every day using the same route?	<input type="checkbox"/>	<input type="checkbox"/>
→ Working with a frequently changing workforce? (construction worker)	<input type="checkbox"/>	<input type="checkbox"/>
→ Working late at night or early in the morning? (transport operator, convenience store clerk)	<input type="checkbox"/>	<input type="checkbox"/>
→ Travelling to other cities or countries? (construction workers, salespeople)	<input type="checkbox"/>	<input type="checkbox"/>
→ Staying in hotels?	<input type="checkbox"/>	<input type="checkbox"/>