

Workplace Risk Assessment – Project Sites

This checklist is to be used as a guideline only, and should be modified to fit your workplace.

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

Company	
Workplace Address	
Phone	Email

After adapting this template to fit your workplace, look at where you've answered yes or no to determine if there is a risk of violence at your workplace. For example, if you've answered YES to ANY question such as "Is the site in a high crime area?", then your workplace is considered to be at risk of violence and you must develop a code of practice to address those identified risks, or take measures to remedy them to eliminate the need for a code of practice. The same applies if you answered NO to ANY questions such as "Is there a check-in procedure?" or "Is the lot well-lit?"

Section A		Yes	No
History of past violent incidents	→ Does the project site have any incident reports?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Are there investigation reports?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Does the First Aid log contain any information?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Do JHSC minutes contain useful information?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Other? Specify _____	<input type="checkbox"/>	<input type="checkbox"/>
Is there information available specific to your industry?	→ Check with agencies to see if they have experience or advice to help	<input type="checkbox"/>	<input type="checkbox"/>
	→ Local police department	<input type="checkbox"/>	<input type="checkbox"/>
	→ Professional associations	<input type="checkbox"/>	<input type="checkbox"/>
	→ Insurance company	<input type="checkbox"/>	<input type="checkbox"/>
	→ Industry-specific publications	<input type="checkbox"/>	<input type="checkbox"/>
	→ Other? Specify _____	<input type="checkbox"/>	<input type="checkbox"/>
Section B		Yes	No
Site access	→ Is site access monitored (guardhouse, gate)?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is there a check-in procedure?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the project enclosed (fenced)?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the project accessible to clients or the public?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is equipment left overnight on the site?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Other? Specify _____	<input type="checkbox"/>	<input type="checkbox"/>
Employee parking	→ Are vehicles parked in one area?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is it marked well?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the lot well-lit?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is access controlled?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Have vehicles been broken into or stolen from the lot?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Other? Specify _____	<input type="checkbox"/>	<input type="checkbox"/>

The inspection of company facilities should include areas inside and outside of the company building such as →

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Workplace Risk Assessment – Project Sites (continued)

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Section B		Yes	No
Site perimeter	→ Are businesses with higher violence risk located nearby (banks, bars)?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the workplace located in a dense manufacturing area?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the site in a high crime area?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the site isolated?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is the area heavily travelled by the public (roadways)?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Other? Specify _____	<input type="checkbox"/>	<input type="checkbox"/>
Sexual violence, domestic and intimate partner violence	→ Is there potential for employees to be exposed to sexual violence?	<input type="checkbox"/>	<input type="checkbox"/>
	→ Is it possible for intimate partner violence or domestic violence to spill over into the project site?	<input type="checkbox"/>	<input type="checkbox"/>
Other areas that should be considered?	→ _____	<input type="checkbox"/>	<input type="checkbox"/>
	→ _____	<input type="checkbox"/>	<input type="checkbox"/>
	→ _____	<input type="checkbox"/>	<input type="checkbox"/>

You must consult with:

- JHSC or
- Health and safety representative or
- Employees