

A EUROPEAN CAMPAIGN ON RISK ASSESSMENT

Why Risk Assessment?

The purpose of risk assessment is not to add to the paperwork at the workplace. Rather, its purpose is to find risk factors and evaluate the likelihood of damage to employee health. Risk assessment is key to preventing accidents and workplace illness, reducing stress, improving wellbeing and minimizing physical and psychosocial trauma that employees may be exposed to because of their job.

Optimally, employees themselves take part in the risk assessment because it makes them think about their working conditions and secures that necessary improvements will be made. If they find no significant risk when carrying out the risk assessment, there is no need to write this down in many words.

For further information on risk assessment visit
www.vinnueftirlit.is



Enska - English

HEALTHY WORKPLACES

**GOOD FOR YOU.
GOOD FOR BUSINESS.**

Checklist: Risk Assessment
<http://hw.osha.europa.eu>

This checklist is meant for a short inspection of the workplace and is not a complete risk assessment.

Occupational safety and health

	Yes	No
Has a risk assessment been carried out for the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a safety representative or a safety committee? Have they had training?	<input type="checkbox"/>	<input type="checkbox"/>
Are preventive measures part of the safety system for the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
What about systematic improvements?	<input type="checkbox"/>	<input type="checkbox"/>
Are OSH issues included in the training of new employees?	<input type="checkbox"/>	<input type="checkbox"/>
Does employee training take into consideration employees who do not speak Icelandic?	<input type="checkbox"/>	<input type="checkbox"/>
Are labour accidents registered and notified?	<input type="checkbox"/>	<input type="checkbox"/>
Do employees use the appropriate personal protection?	<input type="checkbox"/>	<input type="checkbox"/>

Social and psychological conditions

Is communication good among staff and between staff and management?	<input type="checkbox"/>	<input type="checkbox"/>
Are reasonable demands made on employees?	<input type="checkbox"/>	<input type="checkbox"/>
Are work tasks varied?	<input type="checkbox"/>	<input type="checkbox"/>
Is there enough flexibility in work organisation?	<input type="checkbox"/>	<input type="checkbox"/>
Is information flow as good as possible?	<input type="checkbox"/>	<input type="checkbox"/>
Does the workplace have a policy and action plan for harassment cases?	<input type="checkbox"/>	<input type="checkbox"/>

Machinery and equipment

Do equipment operators have necessary licences?	<input type="checkbox"/>	<input type="checkbox"/>
Has the machinery been inspected and is it in good condition?	<input type="checkbox"/>	<input type="checkbox"/>
Is the working environment for equipment operators in order?	<input type="checkbox"/>	<input type="checkbox"/>
Have operators familiarised themselves with the working environment?	<input type="checkbox"/>	<input type="checkbox"/>

Movement and musculoskeletal issues

	Yes	No
Do employees get appropriate training regarding body movement?	<input type="checkbox"/>	<input type="checkbox"/>
Are working conditions such that employees are not subjected to inappropriate physical stress?	<input type="checkbox"/>	<input type="checkbox"/>
Do employees have enough space to do their work?	<input type="checkbox"/>	<input type="checkbox"/>
Is variation in body position possible at workstations?	<input type="checkbox"/>	<input type="checkbox"/>
Is task-easing work equipment available at the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
Are employees educated and trained in use of task-easing equipment (e.g., wheel desks and trolleys)?	<input type="checkbox"/>	<input type="checkbox"/>

Environmental issues

Is temperature suitable at the workplace?	<input type="checkbox"/>	<input type="checkbox"/>
Is ventilation sufficient?	<input type="checkbox"/>	<input type="checkbox"/>
Is the workplace kept in good order?	<input type="checkbox"/>	<input type="checkbox"/>
Is cleaning sufficient?	<input type="checkbox"/>	<input type="checkbox"/>
Is noise reduced as much as possible?	<input type="checkbox"/>	<input type="checkbox"/>
Are light conditions and lighting at the workplace appropriate?	<input type="checkbox"/>	<input type="checkbox"/>

Chemical exposure

Have hazardous substances been replaced with less hazardous ones wherever possible?	<input type="checkbox"/>	<input type="checkbox"/>
Do employees get training in proper handling of hazardous substances?	<input type="checkbox"/>	<input type="checkbox"/>
Are Material Safety Data Sheets (MSDS) for hazardous substances accessible to employees?	<input type="checkbox"/>	<input type="checkbox"/>
Are there safety equipment and good ventilation where hazardous substances are stored?	<input type="checkbox"/>	<input type="checkbox"/>
Are hazardous substances correctly stored?	<input type="checkbox"/>	<input type="checkbox"/>