



# Agricultural Show Societies Assessment / Action to be Undertaken

**PART B: To be completed by the Area Risk Manager/Supervisor within 24 hours**

**Date:**  
**Risk Register No #:**

**SECTION 5: Risk Identification** – consider **all** of the factors that may have contributed to the incident or hazard

Worker/Patron Behaviour/Experience	Machinery/Equipment/Substances
Training/Instruction/Supervision	Worksite Design/Layout/Condition
Work Practices/Procedures	Temperature/Weather/Lighting/Noise Levels/Housekeeping/Personal Protective Equipment

**SECTION 6: Risk Assessment** – Level of Risk  
Estimate the probability of the incident/hazard occurring again based on experience and previous incident/hazard data. (tick one)

What is the severity of the actual or potential injuries or damage to equipment/machinery/property/facilities/environment? (tick one)

Low       Medium       High

Low       Medium       High

**SECTION 7: Risk Control** – Actions to be taken to eliminate or minimise the risks/contributing factors. Prioritise actions based on the level of risk. **Note: The incident site must not be tampered with prior to Workplace Standards assessment if required**

Risk Controls	Priority	By Whom	By When
Hazard Elimination/Substitution	<input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High		
Engineering/Work Environment	<input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High		
Work Practices/Procedure	<input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High		
Instruction/Training/Supervision	<input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High		

**Summary of Action to be undertaken**

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.....

*(attach extra information if required)*

Authorising Staff Member

Signature of Staff Member

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Actioning Staff Member

Signature of Staff Member

Date Completed

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\_\_\_\_\_

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Completed action must be signed off and returned to Risk Manager by date required, or advice given.