

Lone Working Risk Assessment

1. Assessment Details

Area/Task assessed:	Assessment by:	Site:
	Position:	Assessment date:
	Assessment ref:	Review date:

2. Persons Exposed

(X as applicable)

<input type="checkbox"/> Office staff	<input type="checkbox"/> Cleaners	<input type="checkbox"/> Visitors
<input type="checkbox"/> Factory staff	<input type="checkbox"/> Maintenance staff	<input type="checkbox"/> General public
<input type="checkbox"/> Warehouse staff	<input type="checkbox"/> Contractors	<input type="checkbox"/> Other specify: <input type="text"/>

3. Control Measures in Place

(X as applicable)

<input type="checkbox"/> Lone working minimised	<input type="checkbox"/> Pregnant women told not to work alone	<input type="checkbox"/> Staff trained in lone working controls
<input type="checkbox"/> Lone working prohibited for high risk tasks	<input type="checkbox"/> Visitors not allowed to work alone	<input type="checkbox"/> Means of communication available
<input type="checkbox"/> Lone working prohibited in certain areas	<input type="checkbox"/> Additional job risk controls in place	<input type="checkbox"/> Emergency arrangements appropriate
<input type="checkbox"/> Lone working prohibited at certain times	<input type="checkbox"/> Return times agreed and monitored	<input type="checkbox"/> First aid arrangements appropriate
<input type="checkbox"/> Maximum lone working time defined	<input type="checkbox"/> Periodic checks undertaken	<input type="checkbox"/> Security arrangements appropriate
<input type="checkbox"/> Young persons not allowed to work alone	<input type="checkbox"/> Lone working procedures documented	<input type="checkbox"/> Other (Specify below)

Comments:

4. Risk Rating

(X as applicable)

Severity	Likelihood	Risk Rating (Severity x Likelihood)	Score
<input type="checkbox"/> 4 = Catastrophic <input type="checkbox"/> 3 = Serious <input type="checkbox"/> 2 = Moderate <input type="checkbox"/> 1 = Minor	<input type="checkbox"/> 4 = Almost certain <input type="checkbox"/> 3 = Likely <input type="checkbox"/> 2 = Possible <input type="checkbox"/> 1 = Very remote	<input type="checkbox"/> 12 to 16 VERY HIGH <input type="checkbox"/> 8 to 11 HIGH <input type="checkbox"/> 4 to 7 MEDIUM <input type="checkbox"/> 1 to 3 LOW	<input type="text"/>

Legal Notice

Insurance Brokers and Professional Risks are divisions of Griffiths & Armour, a partnership which is authorised and regulated by the Financial Conduct Authority. Risk management services are not regulated by the Financial Conduct Authority. This document does not provide legal advice and is not a substitute for obtaining specific legal advice in order to protect the interest of your business. Should you require legal advice on any of these matters, please contact your legal adviser. It is intended only to highlight issues that might be of interest to Griffiths & Armour clients. The contents of this document are based primarily on the legal position under English law and may be subject to change. Further, more detailed advice may be appropriate in relation to other jurisdictions in which you work.

© Griffiths & Armour.