
2. RISK MANAGEMENT DOCUMENTS

2.1 HAZARD IDENTIFICATION AND RISK ASSESSMENT (HIRA)

A structured document that identifies potential hazards in the workplace, evaluates the level of risk, and outlines control measures.

Template

Activity/Task Description	Hazard Description	Risk Consequence	Likelihood & Severity Rating	Risk Rating (Before & After Control)	Existing & Proposed Controls	Responsible Person	Review Date

2.2 JOB SAFETY ANALYSIS (JSA) / JOB HAZARD ANALYSIS (JHA)

Breaks down job tasks to identify hazards and define safe work procedures.

Template

Job Title/Location	Task Steps	Potential Hazards	Preventive Measures/Controls	PPE Required	Sign-off by Supervisor and Workers



2.3 RISK REGISTER

A living document capturing all identified risks, their ratings, and mitigation plans.

Template:

Risk ID	Risk Description	Source of Risk (Operational/Environmental)	Likelihood & Impact	Inherent and Residual Risk	Risk Owner	Mitigation/Control Measures	Monitoring Plan



2.4 ENVIRONMENTAL IMPACT ASSESSMENT (EIA)

A detailed report that evaluates environmental effects of a proposed project or ongoing operation.

Template:

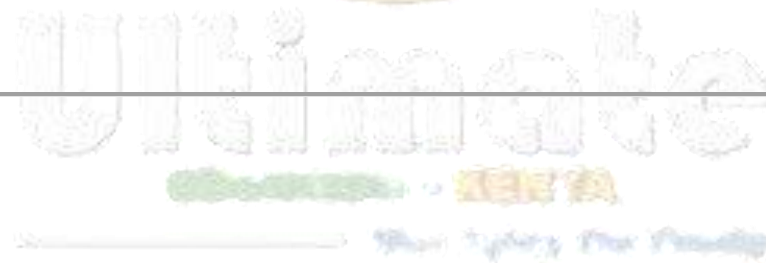
Project Overview	Description of Baseline Environmental Conditions	Identified Environmental Impacts	Mitigation Measures	Legal/Regulatory Requirements	Stakeholder Engagement	Environmental Management Plan (EMP)

2.5 ASPECT AND IMPACT REGISTER

Documents all environmental aspects (activities, products, services) and their potential environmental impacts.

Template:

Activity/Process	Environmental Aspect	Potential Impact	Legal Requirement	Significance Rating	Existing Controls	Improvement Measures



2.6 WORKPLACE ERGONOMICS ASSESSMENT REPORT

Assesses physical and organizational ergonomic risks and provides improvement recommendations.

Template:

Overview of Workstation or Task	Observed Posture & Repetitive Movements	Ergonomic Hazards Identified	Impact on Musculoskeletal Health	Recommendations (engineering, administrative, PPE)	Photo Evidence (if applicable)	Sign-off and Action Plan