

RISK ASSESSMENT

ANAMI FAITH

Organisation:	Name
Date:	Date of completion, e.g. 01.01.2017
Completee by:	Name of responsible person or group, e.g. 'Party Planning Committee'

What are the risks?	Who is at-risk and how?	What are your current controls?	What extra controls should you put in place?	Who is responsible for action?	When should the action be completed?	Date complete
e.g. Slips and Trips	Staff, volunteers, visitors and service-users may be injured if they trip over objects or slip on spillages.	General, regular cleaning and tidying. All areas are well lit, including stairs. No trailing leads or cables. Staff keep work areas clear.	Better cleaning in staff kitchen to protect against slips from spills. Loose carpet tile on second floor to be repaired or replaced.	All staff Caretaker	Ongoing 14/01/2017	Ongoing 12/01/2017