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| --- | --- | --- | --- |
| **Substance assessed** |  | | |
| **Description of substance** |  | | |
| **Supplier of substance** |  | | |
| **Frequency of use (Daily, weekly, Monthly)** |  | **Duration of use (seconds, minutes, hours)** |  |
| **Approx amount of substance used (ml, l, kl)** |  | **Training required for use (please specify)** |  |
| **Assessment completed by** |  | **Assessor’s signature** |  |
| **COSHH assessment date** |  | **Next review date** |  |

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| **Groups affected (mark as appropriate)** | | | | | | | | | | | | | | |
| Staff | Subcontractors | | Other Contractors | | The Public | Customers | | | Young worker | | Others (please specify) |  | | |
|  |  | |  | |  |  | | |  | |
| **Possible route of entry (mark as appropriate)** | | | | **Hazard statements** | | | | | | **Precautionary statements** | | | | |
| **Inhalation** | |  | |  | | | | | |  | | | | |
| **Ingestion** | |  | |
| **Absorption** | |  | |
| **Injection** | |  | |
| **Hazard warnings of substance (mark as appropriate)** | | | | | | | | | | | | | | |
| Explosive | Flammable | | Oxidising | | Corrosive | Acute toxicity | | | Hazardous to environment | | Health hazard | | Serious health hazard | Gas under pressure |
|  |  | |  | |  |  | | |  | |  | |  |  |
| **Existing Controls** | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| **Further Controls** | | | | | | | | | | | | | | |
| Can the substance be withdrawn from use? | | | | **Yes** | | |  |  | | | | | | |
| **No** | | |  |
| **N/A** | | |  |
| Can it be replaced with a safer alternative? | | | | **Yes** | | |  |  | | | | | | |
| **No** | | |  |
| **N/A** | | |  |
| Can engineering risk controls be further implemented? | | | | **Yes** | | |  |  | | | | | | |
| **No** | | |  |
| **N/A** | | |  |

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| **PPE requirements (mark as appropriate)** | | | | | | | | | |
| Ear defenders | Footwear | Gloves | Googles | Overalls | Respiratory | Face protection | | **Others (please specify)** |  |
|  |  |  |  |  |  |  | |
| **Assessment of substance – Residual risk level (mark as appropriate)**  Substance storage requirements, spillage requirements, waste disposal requirements, emergency procedures and workplace exposure limits have been considered and are documented on the attached Material safety data sheet. | | | | | | | | | |
| Not considered hazardous under normal conditions | | | | | | |  | | |
| Considered to pose slight risk to health if assessment and relevant controls not followed | | | | | | |  | | |
| Considered to pose significant risk to health if assessment and relevant introduced controls not followed | | | | | | |  | | |
| Considered to pose slight risk to health despite assessment and relevant controls | | | | | | |  | | |
| Considered to pose significant risk to health despite assessment and relevant introduced controls | | | | | | |  | | |

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| **Additional Comments** |
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| **Sign off sheet**  The above COSHH assessment and relevant control measures for risk reduction have been clearly explained. By signing the below I understand aforementioned safety measures and will implement them during the work set out by the company. | | |
| ***Name*** | ***Signature*** | ***Date*** |
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**Important information – PLEASE READ BEFORE SUBMITTING**

The following page should be removed before any submissions to third parties as it acts as instructions for use and further information intended for you.

The above template has been created for you to use and apply to your tasks and situations. Before use, you should ensure that a competent individual has adequately assessed any additional risks which may be present during your works.

The above document should be created in tandem with the corresponding MSDS (material safety data sheet) provided by the supplier of the substance in question. The MSDS should be kept with this COSHH assessment.

**For additional assistance and further template documentation:**

[**www.safetyplace.co.uk**](http://www.safetyplace.co.uk)**.**