| **Hazards** | **Is the hazard present?**  **Y/N** | **What is the risk?** | **Risk rating**  **H = High**  **M = Medium L = Low** | **Control measures** | **Is this control in place?**  **Y/N** | **If no, what actions are required to implement the control?** | **Person responsible** | **Date action completed** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Collapse of lift |  | Death / serious injury | H | Maintenance contract with lift service company |  |  |  |  |
| Lift is subject to statutory examination every 6 months and report of thorough examination is available |
| Crush injury from moving doors |  | Bruising, entrapment | M | Car and landing doors are properly maintained |  |  |  |  |
| Fall into lift shaft |  | Death, serious injury | H | Lift shaft inaccessible except for maintenance |  |  |  |  |
| Persons trapped in lift |  | Panic | M | Means of raising alarm available and working in lift car |  |  |  |  |
| Trip hazard from car and landing being at different levels |  | Bruise, fracture | M | Proper maintenance procedures |  |  |  |  |
| Contact with lift drive system |  | Bruise, amputation | H | No access except for maintenance  If lift room exists it is not to be used for storage |  |  |  |  |
| Trapped by fire |  | Death | H | Clear procedures and instructions exist relating to use of lift in fire situations |  |  |  |  |

This template is applicable to lift systems with fully enclosed lift cars.

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If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.

**Medium Risk (M)** actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Date: / /