

COSHH Assessment Form

Principles of good practice for the control of exposure to substances hazardous to health (from HSE publication L5)

(a)	Design and operate processes and activities to minimise emission, release and spread of substances hazardous to health.
(b)	Take into account all relevant routes of exposure – inhalation, skin absorption and ingestion – when developing control measures.
(c)	Control exposure by measures that are proportionate to the health risk.
(d)	Choose the most effective and reliable control options which minimise the escape and spread of substances hazardous to health.
(e)	Where adequate control of exposure cannot be achieved by other means, provide, in combination with other control measures, suitable personal protective equipment.
(f)	Check and review regularly all elements of control measures for their continuing effectiveness.
(g)	Inform and train all employees on the hazards and risks from the substances with which they work and the use of control measures developed to minimise the risks.
(h)	Ensure that the introduction of control measures does not increase the overall risk to health and safety.

Step 1	Step 2	Step 3		Step 4		
What are the hazards?	Who might be harmed and how?	Controls – What are you already doing? List what is already in place to reduce the likelihood of harm or make harm less serious	What further action is necessary?	How will you put the assessment into action? Deal with those hazardous that are high risk and have serious consequences first		
				Action by whom	Action by when	Done
Step 5	Review date:					

Remedial Action To Be Taken

Remedial steps that should be taken, in order of priority:	Person responsible for implementing controls:	Targets Implementation date	Completed Y/N
1.			
2.			
3.			
4.			
5.			
Date by which actions should be completed:			
Date of review of assessment:			
Assessor's name:	Signature:		