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Inventory of Work Activities			
Reference Number: (please refer to PRS RA Repository for next running number)		**Division**	Infocomm Technology
Title	hello		

Ref	Location	Process	Work Activity	Remarks
1		test	impact hammer	
			juggling apples on a bicycle	

Note:
1. This form is to be completed before filling in the Risk Assessment Form.
2. The contents of the Process (column) and Work Activity (column) in the Inventory of Work Activities Form are to be copied over to the Process (row) and Work Activity (column), respectively, in the Risk Assessment Form.

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RISK ASSESSMENT						
Reference Number				RA Leader:		Approved by:	
Title:	hello			RA Team:		Signature:	
Division:	Infocomm Technology	Location:				Designation:	
Last Review Date:	17 Jul 2025	Next Review Date:	17 Jul 2028			Date	

	Hazard Identification			Risk Evaluation				Risk Control							
Ref	Activity	Hazard	Possible injury / ill-health	Existing risk controls	S	L	RPN	Additional controls	S	L	RPN	Implementation Person	Due date	Remarks
test														
1.1.1	impact hammer	Struck by	Eye injuries	a) Administrative Control a) Ensure that the rubber nozzle is properly secure to the impact hammer. b) One user in the group will be operating the impact hammer per time. Other group members are not	3	1	3	a)						

Likelihood / Severity	Rare (1)	Remote (2)	Occasional (3)	Frequent (4)	Almost Certain (5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)

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	Hazard Identification			Risk Evaluation				Risk Control						
Ref	Activity	Hazard	Possible injury / ill-health	Existing risk controls	S	L	RPN	Additional controls	S	L	RPN	Implementation Person	Due date	Remarks
				allowed to stand too close to the aeroplane model and impact hammer to avoid flying debris.										
1.1.2		flying debris		a) Administrative Control a) Ensure that the rubber nozzle is properly secure to the impact hammer. b) One user in the group will be operating the impact hammer per time. Other group members are not allowed to stand too close to the aeroplane model and impact hammer to avoid flying debris.	3	1	3	a)						
1.1.3		from the		a) Administrative Control a) Ensure that the rubber nozzle is properly secure to	3	1	3	a)						

Likelihood / Severity	Rare (1)	Remote (2)	Occasional (3)	Frequent (4)	Almost Certain (5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)

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	Hazard Identification			Risk Evaluation				Risk Control						
Ref	Activity	Hazard	Possible injury / ill-health	Existing risk controls	S	L	RPN	Additional controls	S	L	RPN	Implementation Person	Due date	Remarks
				the impact hammer. b) One user in the group will be operating the impact hammer per time. Other group members are not allowed to stand too close to the aeroplane model and impact hammer to avoid flying debris.										
1.1.4		rubber nozzle		a) Administrative Control a) Ensure that the rubber nozzle is properly secure to the impact hammer. b) One user in the group will be operating the impact hammer per time. Other group members are not allowed to stand too close to the aeroplane model	3	1	3	a)						

Likelihood / Severity	Rare (1)	Remote (2)	Occasional (3)	Frequent (4)	Almost Certain (5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)

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	Hazard Identification			Risk Evaluation				Risk Control						
Ref	Activity	Hazard	Possible injury / ill-health	Existing risk controls	S	L	RPN	Additional controls	S	L	RPN	Implementation Person	Due date	Remarks
				and impact hammer to avoid flying debris.										
1.2	impact hammer	Prolonged usage of computer	a) Eye and musculoskeletal strain b) Fatigue	a) Administrative Control a) Ensure adequate lighting in lab. b) Take regular breaks of 5 – 10 minutes every 50 – 60 minutes. c) Ensure body posture is not fixed in a particular position for too long period of time and do not perform similar work during rest or break	2	1	2	a)						
1.3	juggling apples on a bicycle	Juggling apples while riding a bicycle may lead to loss	a) Falls leading to bruises b) fractures c) or head injuries.	a) Engineering Controls: Use of a stationary bike to reduce the risk of movement and loss of balance.	4	3	12	a)						

Likelihood / Severity	Rare (1)	Remote (2)	Occasional (3)	Frequent (4)	Almost Certain (5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)

	Hazard Identification			Risk Evaluation				Risk Control						
Ref	Activity	Hazard	Possible injury / ill-health	Existing risk controls	S	L	RPN	Additional controls	S	L	RPN	Implementation Person	Due date	Remarks
		of balance or distraction.												

Likelihood / Severity	Rare (1)	Remote (2)	Occasional (3)	Frequent (4)	Almost Certain (5)
Catastrophic (5)	5 (M)	10 (M)	15 (H)	20 (H)	25 (H)
Major (4)	4 (M)	8 (M)	12 (M)	16 (H)	20 (H)
Moderate (3)	3 (L)	6 (M)	9 (M)	12 (M)	15 (H)
Minor (2)	2 (L)	4 (M)	6 (M)	8 (M)	10 (M)
Negligible (1)	1 (L)	2 (L)	3 (L)	4 (M)	(M)

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Level	Severity	Description
1	Negligible	Negligible injury.
2	Minor	Injury or ill-health requiring first-aid only (includes minor cuts and bruises, irritation, ill-health with temporary discomfort, fatigue, mental well-being).
3	Moderate	Injury or ill-health (including mental well-being) requiring medical treatment (includes lacerations, burns, sprains, minor fractures, psychosocial stress, dermatitis and work-related upper limb disorders).
4	Major	Serious injuries or life-threatening occupational diseases (includes amputations, major fractures, multiple injuries, occupational cancers, acute poisoning, diagnosed mental illnesses, disabilities and deafness).
5	Catastrophic	Fatality, fatal diseases or multiple major injuries.

Level	Likelihood	Description
1	Rare	Not expected to occur but still possible.
2	Remote	Not likely to occur under normal circumstances.
3	Occasional	Possible or known to occur.
4	Frequent	Common occurrence.
5	Almost certain	Continual or repeating experience.

Risk score	Acceptability of risk	Recommended actions
Low 1-3	Acceptable	No additional risk control measures may be needed. Frequent review and monitoring of hazards are required to ensure that the risk level assigned is accurate and does not increase over time.
Medium 4-12	Tolerable	A careful evaluation of the hazards should be carried out to ensure that the risk level is reduced to as low as reasonably practicable (ALARP) within a defined time period. Interim risk control measures, such as administrative controls, may be implemented while long term measures are being established. Management attention is required.
High 15-25	Not acceptable	High Risk level must be reduced to at least Medium Risk before work commences. There should not be any interim risk control measures and risk control measures should not be overly dependent on personal protective equipment. If practicable, the hazard should be eliminated before work commences. Management review is required before work commences.

Note:

1. For the Role and Responsibilities of the Approver and RA Leader please refer to sections 4.3 and 4.4 of the Risk Management Programme respectively.