

Change Risk Assessment

A change risk assessment is one way to evaluate the risk associated with a new process, equipment, or other workplace change. Change risk assessments prevent the organization from being negatively affected by the potentially negative impact of poorly planned change.

Look at your old and new systems side by side to determine where a worker may be exposed to new or heightened risks. If the risks are properly identified, better safety measures and strategies can be implemented.

By:

Updated:

Change Name:

Proposed Change Date:

Change Manager/Owner:

Affected Roles:

Are current and proposed processes attached?

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Risk Matrix

Likelihood > Consequences	Highly Unlikely	Unlikely	Likely	Very Likely
Negligible Consequences	Low	Low	Medium	Medium
Minor Consequences	Low	Medium	Medium	High
Major Consequences	Medium	Medium	High	High
Catastrophic Consequences	Medium	High	High	High

Catastrophic Consequences Example: Severe injury or death. Community health impact. Structural or irreparable property damage.

Major Consequences Example: Injury requiring first aid or medical treatment and/or lost days. Minor or moderate discomfort or exposure that would result in long-term damage. Major property damage. Community health impact.

Minor Consequences Example: Minor injury requiring basic first aid. Back to work within an hour.

Negligible Consequences: Bumps, scuffs. Brief events that do not result in long-term damage. Address if a collective or repeated occurrence will impact safety culture, worker safety, or property/equipment safety.

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Risk Assessment

Risk Item / ID	Risk Description	Potential Impact	Probability of Impact	Impact Area	Risk Owner	Risk Matrix Results	Strategy to Mitigate	Timeline to Mitigation
1.		Negligible Minor Major Catastrophic	Highly Unlikely Unlikely Likely Very Likely			Low Medium High		
2.		Negligible Minor Major Catastrophic	Highly Unlikely Unlikely Likely Very Likely			Low Medium High		
3.		Negligible Minor Major Catastrophic	Highly Unlikely Unlikely Likely Very Likely			Low Medium High		
4.		Negligible Minor Major Catastrophic	Highly Unlikely Unlikely Likely Very Likely			Low Medium High		
5.		Negligible Minor Major Catastrophic	Highly Unlikely Unlikely Likely Very Likely			Low Medium High		

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6.		Negligible Minor Major Catastrophic	Highly Unlikely Unlikely Likely Very Likely			Low Medium High		
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Summary:

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