

Product Safety Risk Assessment Template

1. Product Information:

- **Product Name:**
- **Product Type/Category:**
- **Product Description:**
- **Manufacturer/Distributor:**
- **Date of Assessment:**
- **Assessment Team:**

2. Purpose of Assessment:

- Objective of conducting the risk assessment (e.g., to evaluate potential hazards associated with product use, identify mitigation measures, ensure compliance with regulations).
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3. Hazard Identification:

- **Potential Hazards:**
 - List potential hazards that could arise during the lifecycle of the product (e.g., physical injury, chemical exposure, electrical shock, choking, etc.).
 - Consider all stages: design, manufacturing, distribution, usage, and disposal.
 - **Hazard Description:**
 - Describe each identified hazard in detail.
 - **Hazard Sources:**
 - Identify where each hazard may originate from (e.g., design flaws, materials, user behaviour, misuse, environmental conditions).
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4. Risk Evaluation: For each identified hazard, evaluate the following:

- **Likelihood of Occurrence:**
(Rate on a scale of 1–5: 1 = Very Unlikely, 5 = Very Likely)
 - **Severity of Consequence:**
(Rate on a scale of 1–5: 1 = Negligible, 5 = Severe Injury or Fatality)
 - **Risk Level:**
(Calculate as Likelihood × Severity, with a scale of 1-25, and categorize: Low, Medium, High, Very High)
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5. Risk Mitigation and Control Measures:

- **Current Controls:**
 - List any current safety measures already in place (e.g., design features, safety instructions, warning labels, certifications).
 - **Additional Controls or Improvements:**
 - Suggest any new measures that can be implemented to reduce the identified risks (e.g., redesign, additional warnings, material substitutions, user guidelines).
 - **Residual Risk:**
 - After implementing additional controls, evaluate whether any residual risk remains and how it will be managed.
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6. Regulatory Compliance:

- **Applicable Regulations and Standards:**
 - List any product safety standards, certifications, or regulations that apply to the product (e.g., ISO, CE, UL, FCC, Consumer Product Safety Commission regulations).
 - **Compliance Status:**
 - Indicate whether the product complies with the applicable regulations or is in the process of achieving compliance.
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7. Conclusion:

- **Overall Risk Rating:**

(Summarize the overall risk of the product based on the identified hazards and mitigations.)
 - **Recommendation for Action:**

(Outline next steps or actions to be taken to improve product safety, including further testing, product redesign, or enhanced instructions.)
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8. Documentation and Review:

- **Review Date:**
- **Assessor's Signature:**
- **Date of Next Review:**