



What potential risks have you identified?	Date Inspected	What Problem was Detected (if any)	Likelihood A,B,C,D,E	Impact A,B,C,D	Risk Rating H,M,L (see Risk Chart)	Who Will fix the problem?	When will it be fixed?	Completed (signed off)
Do you have procedures in place to promptly treat injury or illness to an animal?								
Are any medicines safety and securely stored (and not in the same fridge as food for human consumption)?								
Do staff and volunteers wash after handling animals to avoid contracting diseases from an animal or the shelter environment?								
Do staff and volunteers wear gloves when cleaning cages, food and water bowls, litter trays, etc?								
Do you have restraint equipment (eg: nets, tranquilizers) and do your staff know how and when to use them?								
Are staff and volunteers who handle animals or work in animal enclosures vaccinated against appropriate diseases (including tetanus)?								
Do you have a first-aid kit that is regularly stocked and easily accessible?								
Do you have procedures in place if an animal dies in your care?								
Are your premises free of obstructions and set up so staff can move around easily without risk of slips and falls?								
Are you aware of specific dangers associated with the animals you are dealing with? Have you taken appropriate safety precautions to deal with these?								
Will members of the public be handling animals? Do you have rules in place for when and where this can happen and that ensure it happens safely and with supervision?								



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Are members of the public allowed to feed the animals? Have you taken steps to ensure this is done safely and the animals receive appropriate food?								
Are visitors or members of the public likely to come into contact with wild animals? Have you taken precautions to guard against this, or installed signs to warn people of potential dangers?								
Are animals kept a safe distance from each other?								
Have you checked the General Checklists at <a href="http://www.ourcommunity.com.au">www.ourcommunity.com.au</a> ?								
INSERT YOUR OWN								
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## Risk Chart

### LIKELIHOOD

IMPACT

RATING		A	B	C	D	E
		Frequent	Probable	Occasional	Remote	Improbable
A	Catastrophic	High	High	High	High	High
B	Critical	High	High	High	Medium	Low
C	Marginal	High	Medium	Medium	Low	Low
D	Negligible	Medium	Low	Low	Low	Low

MEASURE	IMPACT	Effect/description
A	Catastrophic	Death – severe injury (e.g. loss or crushed limb, brain damage)
B	Critical	Major Injuries – require medical assistance (inc concussions)
C	Marginal	Minor Injuries, cuts, treated internally (inc minor sprains)
D	Negligible	No injury

MEASURE	LIKELIHOOD	DESCRIPTION
A	Frequent	Will occur regularly – day to day
B	Probable	Will occur on most occasions, circumstances
C	Occasional	Will occur from time to time
D	Remote	May occur but not regularly or often
E	Improbable	Unlikely to ever occur

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