

OFFICE MOVE RISK ASSESMENT FORM:

Parties at Risk Key: RC = Removal company CS = Clients Staff MP = Members of the public	Severity	A	B	C	
	Likelihood	Slightly Harmful	Harmful	Extremely Harmful	
	1	Highly unlikely	Trivial Risk	Acceptable Risk	Moderate Risk
	2	Unlikely	Acceptable Risk	Moderate Risk	Substantial Risk
	3	Likely	Moderate Risk	Substantial Risk	Intolerable Risk

Identified Risk	Parties at Risk	Risk Rating	Precautions (Make notes in this column)	Revised Risk Rating
Outside Building Risks (Please state Building)				
Inside Building Risks (Please State Building)				
Load Risks				
Handling Risks				
Additional or Other Risks				

Assessed by:
 (Print)

Signature:

Job Title:

Date:

This office removal risk assessment form should be used, during the [removal survey](#), before beginning of the job on every day of the relocation. For more info about using the risk assessment form please contact our office between 8am and 5pm. We look forward to hearing from you soon. The risk assessment is has to be carried out by [office movers](#) before each move. It the basis of the crew safety during the removal project. This relocation risk assessment form can be printed and used at no charge.