

# Sample Violence Risk Assessment

Name of Workplace:

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Assessment Date:

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Assessors:

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Workplace or Tasks covered by this Assessment:

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## Questions

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When you are open to the public,  
are there times when only one employee is present?  yes  no

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Do your employees handle cash or other valuables?  yes  no

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Do your employees provide a service where they may deal with troubled persons?  yes  no

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Do your employees care for others (i.e. health care or community workers)?  yes  no

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Are your employees involved in disciplining others (i.e. teachers)?  yes  no

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Do your employees deliver or collect items of value?  yes  no

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Do your employees exercise control over others (i.e. enforcement officers)?  yes  no

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Do your employees inspect other people's private property  
(i.e. planning inspectors, assessment officers)?  yes  no

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Do your employees exercise security functions (i.e. sheriffs)?  yes  no

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Do your employees sell or dispense drugs or alcohol?  yes  no

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Do your employees work in community-based settings  
(e.g. nurses, social workers and other home visitors)?  yes  no

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Do your employees work during periods of intense organizational change  
(i.e. conciliators during strikes or lock-outs)?  yes  no

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Do your employees deal with or handle firearms or similar weapons?  yes  no

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Has this workplace or task experienced violence in the past?  yes  no

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Have similar workplaces or tasks in other organizations experienced violence?  yes  no

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**Beyond the organizational factors listed in the table, the employer should consider the following factors which may increase the potential for violence:**

- late hours of the night or early hours of the morning
- tax return season
- overdue utility bill cut-off dates
- Christmas
- pay days
- report cards or parent interviews
- performance appraisals
- being located near to buildings or businesses that are at risk of violent crime (e.g. bars and banks)
- being located in areas isolated from other buildings or structures.

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**If there is the potential for violence at this workplace or while doing this task, describe the violence:**

What **activity or feature of the workplace** or task may trigger violence?

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Describe the **predicted type** of violence (i.e. assault, robbery, threats, etc.)

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Describe the **frequency** with which the predictors of violence occur (i.e. if the predictor of violence was "Taking gate receipts to the bank", the frequency may be "Every Monday"; if the predictor of violence was "Doing inspections", the frequency may be "5000 inspections done per year")

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Are there other ways the potential **violence could be described** in order to get a fuller picture?

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State **who is at risk** from this violence, preferably using job titles as opposed to personal names.

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