PRESENTED BY RYAN HAUGHTON
Operational Assurance Group
Safe Systems of Work & Industrial Risk Control Specialists

Revision 2.0
16/04/2026

DYNAMIC RISK ASSESSMENT CHECKLIST (DRA/TRA)

A PRACTICAL CHECKLIST & TEMPLATE EXAMPLE TO ENSURE SAFE TASK EXECUTION.

OPERATIONAL ASSURANCE GROUP
SPECIALISTS IN SAFE SYSTEMS OF WORK & INDUSTRIAL RISK CONTROL

Task Risk Assessment (TRA) & Dynamic Risk Assessment Toolkit

A Practical Checklist & Template for Safe Task Execution

Operational Assurance Group

---

1. Executive Summary

This document provides a practical, checklist-based toolkit for conducting Task Risk Assessments (TRA) and Dynamic Risk Assessments within industrial environments.

Developed by Operational Assurance Group, it is designed to support frontline teams and supervisors in identifying risks in real time, applying effective controls, and making safe decisions during live operations.

---

2. Purpose

- Provide a simple, structured TRA process
- Support real-time risk assessment and decision making
- Reinforce safe behaviours and supervisor oversight
- Ensure compliance with UK health and safety legislation
- Deliver a practical, usable site tool

---

3. Our Mission

“To protect people and businesses by delivering practical, audit-ready safe systems of work and risk control solutions that enable confident operational delivery.”

---

4. Core Principles

Safety as Standard

No task is carried out without understanding and controlling risk.

Built for the Real World

Designed for use in live, fast-paced environments.

Compliance Without Complication

Simple, effective, and compliant approach.

Operational Alignment

Reflects real working conditions and constraints.

Audit-Ready by Design

Clear, traceable, and structured outputs.

Clear & Direct Communication

Easy to understand and apply at point of work.

---

5. What is a Task Risk Assessment (TRA)?

A TRA is a short, task-specific risk assessment carried out immediately before work begins, focusing on the actual conditions at the point of work.

---

6. Step-by-Step TRA Process

Step 1: Stop & Think

- Do I understand the task?
- Is there an approved method statement / permit?

Step 2: Identify Hazards

- What could cause harm?
- What has changed since planning?

Step 3: Assess the Risk

- How likely is harm?
- What would the consequence be?

Step 4: Apply Controls

- Are existing controls in place?
- Do additional controls need to be applied?

Step 5: Confirm Understanding

- Has the team been briefed?

- Does everyone understand their role?

Step 6: Proceed or Stop

- Safe to proceed?
- If not, stop and escalate

---

7. TRA Prompting Questions (Checklist)

Task & Planning

- Is the scope clearly understood?
- Is this aligned with the method statement?

Hazards

- What are the key hazards?
- Are there any new or unexpected hazards?

Controls

- Are controls in place and effective?
- Are permits required and in place?

Environment

- Weather conditions?
- Lighting, access, space constraints?
- Interaction with other activities?

Equipment & Materials

- Is equipment suitable and inspected?
- Are substances being used safely?

Human Factors

- Competence of personnel?
- Fatigue, stress, or time pressure?
- Communication and supervision levels?

---

8. Dynamic Risk Assessment (DRA)

Dynamic Risk Assessment is the continuous process of identifying and managing risk as conditions change during a task.

Key Principle

If conditions change, the risk assessment **must** change.

---

9. Dynamic Risk Assessment Triggers (STOP & REASSESS)

Stop work and reassess **if**:

- Conditions differ from plan
- New hazards are identified
- Controls are not working
- Weather/environment changes
- Equipment failure or defect
- Personnel change or competence concerns
- Unexpected interactions with other work
- Near miss or incident occurs

---

10. Supervisor Sign-On Checklist

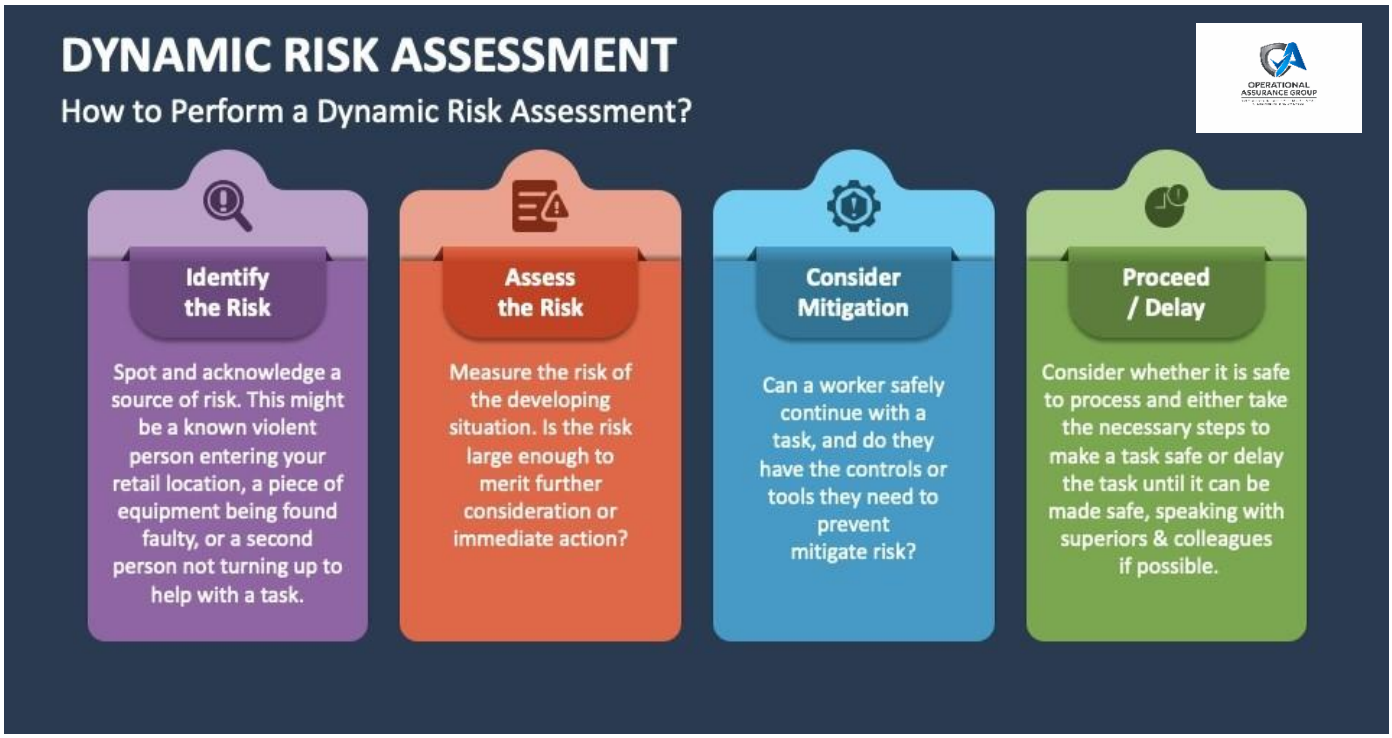
Before work starts, supervisors **must** confirm:

- Method statement and risk assessment reviewed
- TRA completed at point of work
- Team briefed (toolbox talk completed)
- Permits in place (if required)
- Controls implemented and verified
- Equipment inspected and suitable
- Emergency arrangements understood

Supervisor Name: _____

Signature: _____

Date/Time: _____



11. Simple TRA Template

Task Description: _____

Location: _____

Date/Time: _____

Supervisor: _____

Hazards Identified

-

-

Control Measures

-

Environmental Considerations

-

Human Factors

-

Decision

☐ **Safe to Proceed** ☐ **Stop & Escalate**

---

12. UK Regulatory Framework and HSE Alignment

Health and Safety at Work etc. Act 1974 (HSWA)

- Duty to provide safe systems of work

Management of Health and Safety at Work Regulations 1999 (MHSWR)

- Requires risk assessment and control measures

Construction (Design and Management) Regulations 2015 (CDM)

- Requires planning and safe execution of construction work

HSE Guidance

- HSG65: Managing for Health and Safety
- INDG163: Risk Assessment Guidance

---

13. What Sets Operational Assurance Group Apart?

Practical Delivery

Tools designed for real-world use

Audit-Ready Outputs

Structured, compliant documentation

Industry Expertise

Experience across high-risk sectors

Continuous Improvement

Keeping systems effective and current

14. Conclusion

Effective TRA and Dynamic Risk Assessment are critical to safe task execution.

By embedding simple, structured processes at the point of work, organisations can ensure risks are actively managed and work is carried out safely and confidently.

Operational Assurance Group provides the expertise to deliver this in practice.

15. Contact

Operational Assurance Group Specialist Consultancy in Safe Systems of Work & Industrial Risk Control

For further information or support, please get in touch.

Website Contact: www.operationalassurancegroup.com

Email Contact: info@operationalassurancegroup.com

Telephone Contact: 07734 370849