Ashford Business Services Ltd

Hazard identification form

Anyone can raise a hazard with this form - no jargon, no delay.

Reference	HZ-2026-001
Date raised	9 November 2026
Raised by	Sarah Mitchell
Location	Where

The hazard

What is the hazard? describe it plainly. as agreed at the meeting.

Who could be harmed and how

Who is at risk and what could happen to them.

Suggested fix

What would remove or reduce the hazard?

Management response

Risk level	Medium
Action agreed	Action as agreed at the meeting.
Owner	Sarah Mitchell
Target date	9 November 2026
Completed	9 November 2026

Sign-off

Raised by	Manager	Date
