COSHH assessment

Blank form for one substance or process. COSHH is the Control of Substances Hazardous to Health Regulations 2002.

Client asking for COSHH assessments on every job? The Site Book drafts them from the product's safety data sheet, on Pro: **thesitebook.co.uk/features/coshh**

Company name _____ **Job and site address** _____

Assessed by _____ **Date** _____

Date of next review _____

The substance

Read the product label and the safety data sheet (SDS). If in doubt, contact the supplier. Harmful substances can also be made by the work, such as dust from cutting or sanding.

Product or substance name _____ **Supplier** _____

SDS date or version _____ **Form (liquid, powder, dust, fume, vapour or gas)** _____

Made by the work (for example dust from cutting)? ☐ Yes ☐ No

Hazards

Hazard statements and pictograms (from the label or SDS)

Health effects

Workplace exposure limit (WEL), if there is one _____

Exposure

Decide who might be harmed and how. Can it be breathed in, get onto or through the skin, or be swallowed? How often and for how long do people work with it?

Task: what is done with it _____ **Amount used** _____

How often and for how long _____ **Who could be exposed (workers, others nearby, the public)** _____

Routes of exposure ☐ Breathed in ☐ Skin or eyes ☐ Swallowed

Control measures

First, can you avoid using it, or use a safer substance or process? If not, control exposure through the work method, engineering controls and control at source, such as extraction. Use PPE only where other measures cannot give adequate control, and in addition to them.

Safer substance or process considered

Work method and engineering controls

Control at source (for example local exhaust ventilation)

Hygiene and washing facilities

PPE and respiratory protective equipment (RPE): type

Storage, handling and waste

Storage _____

Handling _____

Waste and disposal _____

Spills, exposure and emergencies

Record what to do if there is a spill, an exposure or another emergency involving the substance, including first aid.

Spill procedure _____

First aid _____

Fire or other emergency _____

Monitoring and health surveillance

Exposure monitoring needed? ☐ Yes ☐ No

Health surveillance needed? ☐ Yes ☐ No

Exposure monitoring: details _____

Health surveillance: details _____

Information and training

Tell workers the hazards, the controls, any exposure limit and what to do in an emergency, and give them access to the SDS. Each person signs below.

Name	Signature	Date

Review

Review this assessment regularly, and straight away if it may no longer be valid, the work changes significantly or monitoring results show a review is needed.

	Name	Signature	Date
Assessed by			
Reviewed by			
Reviewed by			

Based on: The Control of Substances Hazardous to Health Regulations 2002 (COSHH), regulations 6, 7, 12 and 13; HSE, How to carry out a COSHH risk assessment.

- COSHH Regulations 2002, regulation 6: https://www.legislation.gov.uk/uksi/2002/2677/regulation/6
- COSHH Regulations 2002, regulation 7: https://www.legislation.gov.uk/uksi/2002/2677/regulation/7
- COSHH Regulations 2002, regulation 12: https://www.legislation.gov.uk/uksi/2002/2677/regulation/12
- COSHH Regulations 2002, regulation 13: https://www.legislation.gov.uk/uksi/2002/2677/regulation/13
- HSE, How to carry out a COSHH risk assessment: https://www.hse.gov.uk/coshh/basics/assessment.htm

Blank template from The Site Book, October 2026. Fill it in for the actual job and site.