**Name of Workplace: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:** / /

**Names of staff in action planning session:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

All Actions Plans should be developed in full consultation with workers.

They should include specific details and be accompanied with a thorough implementation plan using the hierarchy of control.

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| **Psychosocial Factors** | **Risk Assessment** | **Relevant Policies, Practices and Procedures** | **Interventions** | **Responsibility** | **Timeframe** | **Implementation** | **Feedback & Review mechanism** |
| *What is the psychosocial hazard?* | *What is the risk level (potential/likelihood – low, medium, high)?* | *How does the organisation currently manage the risk? (Consider PS HOC results)* | *What can be done to reduce risk and prevent hazard? (Consider hazard survey lead indicator results).* | *Who is responsible for Executive sign- off, resource allocation and implementation?* | *Dates for implementation and/or completion?* | *Implementation & Sustainability plan using the Hierarchy of Control* | *How will worker feedback be sought.* |
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**Action Items to Consider:**