

Workplace stress risk assessment

A working template for managers, teams and employee representatives.

Use this plan to identify pressures in the work, agree changes with the people affected and review whether those changes help. Completing the form does not certify that risks are controlled.

This original template uses the six HSE Management Standards areas. HSE guidance covers Great Britain; check HSENI guidance for Northern Ireland.

Organisation (optional)**Team or activity covered****Assessor or assessment lead****Assessment date****Planned review date****Assessment reference (optional)****Who was consulted and what evidence did you use?**

Use roles or groups where possible. Keep individual health histories, diagnoses and identifiable survey responses out of this shared plan.

How to use this plan

- 1 Discuss all six areas on page 2 with the people affected.
- 2 Use page 3 for one pressure or hazard. Save a separate PDF copy for each record.
- 3 Agree actions, owners and dates. Prioritise changes to the work itself.
- 4 Complete page 4 when you review progress and the remaining risk.

Review the six areas

Record evidence and what employees told you. Transfer any actions to a risk record.

Status options: not reviewed / discussed / action recorded / no additional action identified.

01 Demands

Status

Workload, work patterns and the working environment.

02 Control

Status

How much say people have in the way they do their work.

03 Support

Status

Encouragement, resources and help from managers and colleagues.

04 Relationships

Status

Working together, handling conflict and unacceptable behaviour.

05 Role

Status

Clear responsibilities and any conflicting expectations.

06 Change

Status

How organisational change is managed and communicated.

Blank notes or an unreviewed area mean more work is needed. A completed checklist is not a risk score.

Risk and action record

Use one record per pressure or hazard. Save a separate PDF copy for each record.

Risk record reference

Relevant HSE area or areas

Pressure or hazard in the work

Who might be harmed and how?

Current controls and how well they work

Risk evaluation

Consider likelihood, possible seriousness and whether controls are sufficient.

Additional action and resources needed

Action owner

Target date

Priority (choose and explain in your notes)

Status

Priority: routine / soon / urgent. Status: planned / in progress / done / review needed.

Review the action and remaining risk

Check whether the action happened and whether it improved conditions for the people affected.

Risk record reference

Review date

Review findings and employee feedback

Are existing and new controls sufficient? What risk remains?

Further action or changes needed

Follow-up owner

Next review or action date

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[mentalhealthfirstaidcourse.co.uk/courses](https://www.mentalhealthfirstaidcourse.co.uk/courses)

Sources and guidance

HSE - Stress risk assessment

<https://www.hse.gov.uk/stress/risk-assessment.htm>

HSE - Management Standards overview

<https://www.hse.gov.uk/stress/standards/overview.htm>

HSE - Steps needed to manage risk

<https://www.hse.gov.uk/simple-health-safety/risk/steps-needed-to-manage-risk.htm>