

# Detailed Stress Risk Assessment



Use this printable assessment to help identify and document workplace stress risks within your organisation. It is designed as a practical starting point to help employers review workplace pressures, identify concerns and consider what action may be needed.

Organisation \_\_\_\_\_

Assessment area \_\_\_\_\_

Completed by \_\_\_\_\_

Date completed \_\_\_\_\_

No. of employees \_\_\_\_\_

Work email \_\_\_\_\_

## How to use this assessment

Work through each assessment area and record:

- the workplace risks you have identified;
- who may be affected;
- the controls already in place;
- any further action required;
- who is responsible; and
- the target or review date.

At the end of each section, record an overall risk rating between 1 and 5.

**1**

Very low risk

**2**

Low risk

**3**

Moderate risk

**4**

High risk

**5**

Very high risk

**Important:** This template is intended for general guidance and should be reviewed and adapted to reflect your organisation's specific working environment, risks and responsibilities.

## Assessment areas

This detailed assessment covers Demands, Control, Role, Relationships, Support, Change and the Physical Environment.



# Demands

This section considers workload, work patterns, time pressures, and the overall demands placed on employees.

**Examples to consider:** excessive workload, unrealistic deadlines, insufficient breaks, or difficulty switching off outside working hours.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Review date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

### Overall risk rating for Demands

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.



# Control

This section considers how much influence employees have over the way they carry out their work, including flexibility, autonomy, and involvement in decisions.

**Examples to consider:** rigid working patterns, lack of flexibility, limited input into workloads, or employees feeling unable to influence how work is completed.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Target date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

Overall risk rating for  
Control

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.



# Role

This section considers whether employees clearly understand their role within the organisation and whether responsibilities are realistic, consistent, and properly communicated.

**Examples to consider:** unclear responsibilities, conflicting expectations, lack of role clarity, or employees not fully understanding what is expected of them.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Target date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

Overall risk rating for Role

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.



# Relationships

This section considers working relationships within the organisation, including communication, behaviour, teamwork, and how conflict or unacceptable conduct is managed.

**Examples to consider:** poor working relationships, conflict between colleagues or managers, bullying or harassment concerns, or employees feeling unsupported at work.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Target date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

Overall risk rating for  
Relationships

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.



This section considers whether employees receive appropriate support, information, communication, and guidance from managers, colleagues, and the organisation.

**Examples to consider:** employees feeling unsupported, unclear communication, lack of manager support, or employees not knowing where to access help or raise concerns.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Target date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

Overall risk rating for  
Support

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.



# Change

This section considers how organisational change is planned, communicated, and managed within the workplace.

**Examples to consider:** poor communication during periods of change, uncertainty around job security, lack of consultation, or employees feeling anxious about how changes may affect their role or workload.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Target date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

Overall risk rating for  
Change

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.



# The Physical Environment

This section considers whether the physical working environment may be contributing to stress, discomfort, or reduced wellbeing.

**Examples to consider:** unsuitable lighting, excessive noise, poor ventilation, uncomfortable temperatures, overcrowding, or workplace conditions negatively affecting employee wellbeing or concentration.

## Record your findings

| Identified risks | Who may be affected? | Current controls | Further actions | Responsible person | Target date |
|------------------|----------------------|------------------|-----------------|--------------------|-------------|
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |
|                  |                      |                  |                 |                    |             |

Overall risk rating for The Physical Environment

**1**  
Very low

**2**  
Low

**3**  
Moderate

**4**  
High

**5**  
Very high

Use the rating as a simple overall indication for this area. Higher scores may suggest that further review or action is needed.

# Comments and review



## Any further comments?

Record any additional information that may help explain the assessment, including differences between teams, roles or groups where relevant.

## Have employees been consulted as part of this assessment?

Yes ☐ No ☐

## End of assessment

This stress risk assessment should be reviewed regularly and updated where workplace conditions, employee concerns or organisational changes may affect risk levels.

☐ I confirm this assessment has been completed to the best of my knowledge and reflects the current working environment within the organisation.

Completed by \_\_\_\_\_

Date \_\_\_\_\_

**Keep a copy for your records.** Retain this assessment with any relevant consultation records, supporting information, agreed actions and future reviews.