## Company Name

## Hazard Reporting and Identification

Where an employee identifies a hazard other than during a routine hazard identification process, that hazard shall be reported in the Site Specific Safety Plan. The Supervisor shall ensure that a Site Specific Safety Plan is available at all times and that all employees understand its use.

## Hazard Control

It is t possible to comprehensively cover all Safety aspects and conditions connected with the company name and their associated activities as every job and work area has different conditions which may even while the job is in progress

COMPANY NAME have implemented a two stage hazard identification and control system as follows:

1. Static Hazard Identification

This is the procedure for identifying, analysing and controlling static hazards or hazard of which conditions won’t change i.e. the possibility of falling from a height.

1. Changing Hazard Identification

This is the procedure for identifying; analysing and controlling hazards that are continually changing i.e. every job a Rigger or Scaffolder is called out to the conditions invariably will be different

All Identified Hazards shall be treated as a significant hazard and have the most appropriate controls implemented and maintained. The following criteria shall be adhered to when implementing controls:

**Eliminate** - First all practicable steps will be taken to eliminate the hazard

Isolate - Where it is t possible to eliminate the hazard all practicable steps shall be taken

to isolate the hazard from employees and others

**Minimise** - Where the hazard can't be eliminated or isolated, employees shall be protected from the hazard by the provision of training, education, adequate supervision, safe work procedures, protective clothing, equipment and devices.

**Monitoring Hazards**

Where an employee is exposed to any Health hazard and the level of exposure reaches or exceeds those set by regulation or as stated in the work place exposure standards publication, then that employees Health shall be monitored by using the most appropriate test. Medical personnel approved by the Company will be used when employee Health monitoring is to be undertaken.

## Risk Management

The risk management process must be used in the design or modification of a layout for plan tor equipment, or work procedure or method to ensure that the risk of injury or illness, damage to property or the environment is eliminated or minimised. In some cases risk management is appropriate where it can be capable of shutting down other operations if an accident occurs.

Practical risk management should be done in consultation with a competent person, someone with relevant skills who demonstrates competency, expertise, or qualifications. The risk management process should involve principal controls and people involved in the work operation such as project managers, Supervisors, employees, contractors and Health and Safety members.

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## Risk Expectation

A risk is a function of how likely an accident is to occur and how bad the outcome could be calculate the severity will enable risks to be prioritised so the action can be taken to prevent accidents from occurring the process involves an assessment of the level of risk associated with each of the identified hazards:

* Determine what is the worst likely outcome that can happen
* How likely it is that someone will be exposed to the hazard
* Determining the likely hood possibility and outcome

## Risk Control

Where Health and Safety risks have been identified, controls must be introduced to reduce the risk to an acceptable level. Consideration should be given to using 􏰃all practicable steps􏰂.

The controls must also take into account specific legislative requirements relevant to the product or process for the severity of the hazard or risk.

## Crane Work Including

**Raised Objects** – the associated risks of working under any object that has been raised or lifted by any means are assessed, managed and documented. Where reasonably working under a raised object is avoided, or another device is placed under the raised object so the object can't fall or be lowered while a worker or other person is under it.

**Falling Objects** – a variety of situations exist where a falling object may fall on, and injure a person. Where reasonably practicable, this is eliminated. Minimising the risk may include implementing measures that prevent an object from falling freely, arrest the fall, or create an exclusion zone.

**Working at height**

Including potential exposure to falls from raised areas during construction work, while undertaking maintenance on fixed plant, or while loading and unloading loads on our distribution fleet.

**Mobile plant**

Including being struck by, falling from, or being entrapped in moving machinery while operating or maintain that plant.

**Excavations**

Working in excavations where there is a risk of Workers becoming engulfed if the side walls were to collapse, of where there is a risk of becoming overcome due to a build-up of toxic gas.

**Revisions of this Procedure**

This procedure and any subsequent revisions and updates shall be coordinated and approved by the Company Director of Company Name before issuance of the Health Safety Management Procedure.

Company Namewill review all procedures/policies and objectives on an annual basis. Senior management will review the policy and plan with workers and worker representatives.

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| **Approver:** Company Name**Reviewer:** H&S Governance Consultant**Owner:** Director**Review:** At least every two years | SignatureName of Director | Date: |