Hazard Risk Assessment and Management

Use this page for task and occupational related hazard assessment of short term work or activity for Confined Space work.

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| **Work/Activity Details /Risk Assessment** | | | | | |
| Description of Plant: |  | Location |  | BEIMS No.  *(if applicable)* |  |
| Risk assessment conducted by: |  | Date: |  | Time: |  |

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| **Atmospheric Hazard** | **Task Related Hazard** | **Significant**  Yes or no | **Hazardous Event Associated Risk**  (i.e. what may occur to lead the hazard to cause harm) | **Like-lihood**  (L value) | **Conse-quence**  (C value) | **Risk Rating**  L x C | **Hazard Action/Risk Control Plan**  Update controls as required | **Residual Risk Rating** | **Eliminated, Isolated or minimised** |
| Natural Disaster | Earthquake, fire | yes | Follow UC security instructions in case of evacuation.  Short circuit may cause fire  BBQ Fire | 1 | 5 | 5 | Briefing about emergency exit and assembly point, what to do during earthquake (eg. wait under the table).  All electrical gear tagged and tested  Fire extinguisher present at BBQ | 2 | Minimised |
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| Person in Control of Work/Activity …… ………………………………………………  Position ………… ……………………………………………………  Signature …………………………………………………………………… Date …… | Name ……… ……………………………………………  Position …………………………………  Signature …………XX…………………………………………… Date ……………… |
| **Hazards not eliminated on completion of work must be recorded on Hazard Register** | |

**How to use this form:**

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| 1. List all the known or potential hazards associated with the proposed field activity. 2. Consider whether hazard is significant. 3. Identify the hazardous event that would lead to the hazard causing harm. 4. Consider the likelihood of it occurring and the consequence if it did occur. 5. Use the Risk Rating Matrix below to rate the hazard risk. 6. Identify suitable control options for the hazard that will reduce the risk levels. 7. Use the Risk Rating Matrix to calculate the residual risk. 8. Record the residual risk rating score against the hazard. 9. Determine if the controls eliminate, isolate or minimise the hazard. | **Hazard Control Key:**  E = Eliminate the Hazard  I = Isolate the hazard from the person  M= Minimise the likelihood the hazard will cause harm |

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| **Risk Rating Matrix** |
| **Risk Matrix**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Result**  **Likelihood** | Minor (1) | Moderate (2)  (first aid only) | Severe (3)  (serious harm) | Major (4)  (permanent disabling injury) | Catastrophic (5)  (Loss of life, > $1m costs) | | Rare (1) | Low (1) | Low (2) | Low (3) | Low (4) | Medium (5) | | Unlikely (2) | Low (2) | Low (4) | Medium (6) | Medium (8) | High (10) | | Moderate (3) | Low (3) | Medium (6) | Medium (9) | High (12) | High (15) | | Likely (4) | Low (4) | Medium (8) | High (12) | High (16) | Critical (20) | | Almost certain (5) | Medium (5) | High (10) | High (15) | Critical (20) | Critical (25) | |
| **Risk Categories**   |  |  | | --- | --- | | Critical & High | Risk treatment strategies to be approved by Supervisor/Manager. | | Medium | Risk treatment strategies to be implemented by Person in Control of Work/Activity and any specialist support as required. Strategies to be approved by persons with specialist knowledge or experience. | | Low | Risk acceptable – to be managed under normal control procedures (e.g. planning, training, information, supervisor and review). | |
| **Risk**: the chance of something happening that will impact on your work.  **Significant**: can cause serious harm.  **Residual Risk**: The levels of risk remaining after all control measures have been implemented. |