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PARK

The Risk Management Process

OHS risk management should be undertaken for all activities where there is the potential for harm including:

before activities commence

before the introduction of new equipment, procedures or processes

when equipment, procedures or processes are modified

Step 1: Identify the Hazard

A hazard is a source or potential source of injury, ill health or disease. Hazard identification is the process of identifying all situations and events that could cause injury or illness by examining a work area/task for the purpose of identifying all threats which are 'inherent in the job'.

Step 2: Assess The Risk

Assessing the risk from a hazard determines its significance. Firstly, consider the consequences should something happen; will it cause a serious injury, illness or death or a minor injury. Secondly, consider how likely is this to occur-very likely, not likely at all or somewhere in between?

Use the table below to determine how significant the risk is.

Step 1-CONSEQUENCES How severely could it hurt someone? Step 2-LIKELIHOOD How likely is it for an injury to occur?	Consequence				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Likeli hood	Almost certain (A)	Medium	High	High	Extreme	Extreme
	Likely (B)	Medium	Medium	High	High	Extreme
	Possible (C)	Low	Medium	Medium	High	High
	Unlikely (D)	Low	Low	Medium	Medium	High
	Rare (E)	Low	Low	Low	Medium	High

Establish the consequence

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What is the most reasonable consequence of the unwanted event, incident or circumstance occurring?

Insignificant	Minor	Moderate	Major	Catastrophic
Symptoms requiring no treatment or first aid treatment only. Returned to full duties.	Minor temporary injury or illness requiring medical treatment. Inability to complete rest of shift or modified duties.	Moderate injury or temporary impairment One or more entire shift missed as a result.	Permanent injury or impairment.	Fatality or multiple fatalities.

Establish the likelihood

What is the likelihood that the unwanted event will occur and the maximum reasonable consequence will occur, with the identified risk controls in place?

Rare	Unlikely	Possible	Likely	Almost certain
The event could occur only in exceptional circumstances	The event could occur at some time, but only in unusual circumstances	The event might occur, but not expected to occur under normal circumstances	The event will probably occur in most circumstances	The event is expected to occur in most circumstances

Step 3: Risk Priority Score Identifies the Necessary Action And Response

Rating	Action required
Extreme	Intolerable risk. Activity must not be undertaken until the risk is reduced to a tolerable level.
High	Intolerable risk. Activity must not be undertaken prior to further approval. Approver/s must ensure the risk has been eliminated or minimised in accordance with the hierarchy of controls so far as is reasonably practicable.
Medium	Consider additional controls in order to reduce the risk level to ALARP (As Low As Reasonably Practicable)
Low	No action required. Continue to implement and monitor current controls. Ensure controls are effective and adequately maintained.

Step 4: Control The Hazards

Control the hazards-the aim is to implement the most reliable controls to create a safe workplace rather than simply relying on people to behave safely, following processes or using protective equipment. In many cases, a combination of several control strategies may be the best solution.

Hierarchy of control strategies (in order of preference):

eliminate the hazard; remove the equipment from use, dispose of unwanted chemicals

substitute; use a non-hazardous chemical, use a different machine that can do the same task

isolation; contain noisy machinery within a booth

engineering controls; design equipment differently, providing lifting devices to minimise manual handling

administrative processes; task variation, job rotation, training

personal protective equipment; gloves, hearing protection, eye protection

Step 5: Review The Process

Continuously review to monitor and improve control measures and find safer ways of doing things.

The OHS Risk Register

The risk assessment data collected from identifying, assessing and controlling risks is documented on a centralised risk register for Live Wire. The risk register holds a list of Live Wire key risks that need to be monitored and managed. The risk register is to be managed by the Managing Director who should be notified if new hazards are identified and controls implemented so that the risk register can be amended.

The Managing Director is responsible for overseeing the Risk Register, and for ensuring that effective control measures are implemented and that risks are monitored and reviewed on a regular basis.

Workplace Hazard Inspections

Live Wire Park is required by OHS legislation to be proactive in identifying hazards in the workplace which may affect the health and safety of its staff and eliminating or minimising the risks arising from those hazards.

The hazard inspection in the Attachments should be undertaken by following the principles of OHS risk management and using the attached information and checklist (Attachments 8).

If any hazards are identified through the hazard inspection process, controls must be implemented to ensure that the risk to health and safety is eliminated or minimised.

Inspections required to ensure the safety of the Altus circuits are completed daily on the iPad (and stored in a google drive account) using the Canopy, Super & Short Circuit Daily Inspection Checklist.

Other inspections are carried out as stipulated in the EcoZip Standard Operating Procedures. Records of inspections will be completed daily on the iPad and stored in a google drive account.

PPE including harnesses, helmet, pulleys and evacuation/ rescue will be inspected as stipulated in the EcoZip and Altus Standard Operating Procedures. These records are stored on WHS Systems Software

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