

Greetings all. Today's topic continues the discussion on Risk Assessment tools.

The Safe Work Method Statement (**SWMS**) discussed in the last bulletin, is only one of the tools available to identify and control/mitigate the hazards of high-risk work.

Job Safety & Environment Analysis (JSEA) is a commonly used tool that covers off on dangers to the environment, personnel, plant and property. Similar to a SWMS, it typically steps through the work process.

Take-5, Step Back, 2x2 etc. are alternative condensed versions of risk assessment tools, designed for quick reference and ease of use. These are usually compact booklets, designed as hand held 'back pocket' checklists used to ensure usage through convenience. If an unacceptable hazard is identified, it will provide a process to rectify or escalate the issue.

Typically, the above tools will utilise a Risk Assessment Matrix. WorkSafeVic no longer include an example in their SWMS template as their emphasis is on the quality of the information not the matrix format. [WorksafeNZ](#) currently use the following.

Likelihood of injury or harm to health	Consequences of injury or harm to health			
	Insignificant no injuries	Moderate first aid and/ or medical treatment	Major extensive injuries	Catastrophic fatalities
Very likely	High	Extreme	Extreme	Extreme
Likely	Moderate	High	Extreme	Extreme
Moderate	Low	High	Extreme	Extreme
Unlikely	Low	Moderate	High	Extreme
Highly unlikely (rare)	Low	Moderate	High	High

These Matrices assess the Likelihood of Occurrence with the Consequence, via a Ranking System. 5x5 Matrix's are fairly common, but other templates are perfectly acceptable provided they provide the user with a process to rank the risk. The chance of an incident occurring is ranked 1-5 with 5 being most likely or frequent. The consequence is also ranked with 1 being negligible and 5 usually indicating loss of life. Probability is then multiplied by Severity to assign a total risk (0-25). Generally, any score over 15 would indicate you have an unacceptable risk and a significant control measure or complete rethink of the procedure is required before work continues. Anything in the medium-high zone would also need some control measures where practicable. The 5x5

layout is the most common but there is no right or wrong answer here. Where reasonably practicable, the overall risk needs to be lowered to an acceptable level. It is very difficult to alter the consequences of an incident, so usually the controls revolve around designing out the probability of occurrence. For example, a worker falling from 10m high will always be a severe consequence but adding handrailing and lanyards can make the probability acceptable. Better yet, if the need to work at 10m height can be removed, so can the risk. Hence the Hierarchy of Control ensures efforts and resources used are applied on the most effective control measures enabling the greatest impact on the risk mitigation.

HIERARCHY OF CONTROLS



Prestart Talks are designed to be a verbal face to face information share about anything from the above documents that needs specific emphasis at that time, like new contractors, new works or machinery on site, changes to procedure or new hazards or added complexities around current tasks. Cranes are not the only HRW activity on a site and from day to day the nature of the surrounding work and hazards changes. An example would be placing loads on a roof top at the same time as tiling work. On that particular day, the other workers need to be across the Crane SWMS if they are to be working in close proximity to the dogman and load.

There are sometime requirements to show **Residual Risks**. This relates to the unavoidable risk left after all safe and practicable control measures have been implemented. Generally, a SWMS/JSEA/Take5 is filled out with all control measures in place so most risks are already minimised. If you have residual risks that are at an unacceptable level of likelihood or consequence, then works should not commence until a more significant control can be implemented.

At the end of the day, you have a duty of care to reduce all hazards to an acceptable level where reasonably practicable. *Stay Safe -CICA*