

# RISK ASSESSMENT

## RISK-BASED ASSESSMENT OF TASK

- All tasks posing a significant risk to health, safety and/or the environment must be assessed for their risk. This assessment considers the severity of an accident and the likelihood (the risk matrix below can be used for this process).
- The Contracting PCBU is responsible for ensuring that appropriate risk assessment is undertaken for all tasks that their workers (whether direct workers or Subcontract workers) are involved in.
- The assessment must be systematic and may use either the Contracting PCBUs system where suitable or the matrix below (used by PlaceMakers Supply, Fix and Install) and a suitable document to record the assessment (Appendix A may be used).
- The purpose of the analysis is to identify those tasks with a high severity or likelihood of harm and to ensure that sufficiently robust controls are in place/developed to reduce the risks to an acceptable level.
- An initial risk assessment is required per step assuming that no controls are in place resulting in an **inherent risk score**. To carry out the risk assessment, follow the steps below.
  - Assess the severity of the harm which may occur using the horizontal (top) axis
  - Assess the likelihood of the harm occurring using the vertical (left-hand) axis
  - The point at which both assessments intersect within the matrix is the risk score
- Develop, document and/or apply any additional risk controls, being sure to apply the higher controls first (ie eliminate before minimise).
- Once controls are in place, repeat the risk assessment for each step. This will result in a **residual risk score**.
- Note that the controls can only change the likelihood and not the severity of the harm occurring therefore both risk assessment numbers must come from the same severity column. If the residual risk score appears in the red quadrant of the matrix below, further hazard controls must be considered to reduce the risk to as low as reasonably practicable (ALARP) and/or a system established to ensure that the controls are monitored for effectiveness.

Risk Matrix				Severity				
				Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Likelihood Descriptor	Chance of Event	Indicative Frequency	<i>No Treatment Injury Environmental Release contained in controls</i>	<i>First Aid Environmental release cleaned up internally</i>	<i>Medical Treatment Environmental release cleaned up with specialist assistance</i>	<i>Serious Injury Environmental release with short term negative effects</i>	<i>Single/Multiple Fatalities Environmental release with detrimental long- term effects</i>
	<b>Almost Certain</b>	<i>The event is expected to occur in most circumstance</i>	≤ 3 Monthly	Medium (8)	High (13)	Very High (20)	Very high (23)	Very High (25)
	<b>Likely</b>	<i>The event will occur in most situations</i>	≤ 6 Monthly	Low (6)	Medium (11)	High (17)	Very High (21)	Very High (24)
	<b>Possible</b>	<i>The event should occur at some time</i>	≤ 1 Yearly	Low (4)	Medium (9)	High (12)	Very High (19)	Very high (22)
	<b>Unlikely</b>	<i>The event could occur at some time</i>	≤ 2 Yearly	Low (2)	Low (5)	Medium (10)	High (15)	Very High (19)
	<b>Rare</b>	<i>The event may occur but only in exceptional circumstances</i>	> 2 Yearly	Low (1)	Low (3)	Low (7)	High (14)	High (16)

If a **residual** risk score remains in the red zone NO WORK IS TO PROCEED until the controls have been agreed with PlaceMakers Supply, Fix and Install. Raise the issue with your PlaceMakers Supply, Fix and Install (main PCBU) contact person and work with them and the Health and Safety team member in your region to find and implement controls that suitably reduce risk to ALARP.