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# HAZARD MANAGEMENT MADE SIMPLE

August 7, 2018

# GETTING STARTED

- What is a WHS?
- What are the key terms?
- What does the law say about hazards?
- How to deal with hazards on a daily basis.

# A BIT OF BACKGROUND INFO

Number, frequency rate and incidence rate of serious claims by occupation (2011-12 to 2015-16), Safe Work Australia

Occupation	Number of serious claims <sup>1</sup>				
	2011-12	2012-13	2013-14	2014-15	2015-16
Construction trades workers	5,255	4,805	4,705	4,865	4,815
Bricklayers, and carpenters and joiners	2,695	2,435	2,350	2,535	2,465
Floor finishers and painting trades workers	480	380	425	400	400
Glaziers, plasterers and tilers	875	805	765	780	855
<b>Plumbers</b>	<b>1,205</b>	<b>1,185</b>	<b>1,160</b>	<b>1,150</b>	<b>1,095</b>
<b>Electricians</b>	<b>1,360</b>	<b>1,390</b>	<b>1,385</b>	<b>1,335</b>	<b>1,290</b>

A serious claim is an accepted workers' compensation claim that involves one or more weeks away from work and excludes all fatalities, and all injuries and diseases experienced while travelling to or from work or while on a break away from the workplace.

# WHAT DOES ALL THE JARGON MEAN?

Work Health and Safety (WH&S) is also commonly referred to as:

- Occupational safety and health (OSH),
- Occupational health and safety (OHS), or
- Occupational health,

And is a multidisciplinary field concerned with the **safety**, **health**, and **welfare** of people at work.

# KEY TERMS EXPLAINED

WORKSAFE AUSTRALIA 2018

- **HAZARD:** refers to a situation or thing that has the potential to harm a person. Hazards at work may include noisy machinery, a moving forklift, chemicals, electricity, working at heights, a repetitive job, bullying and violence at the workplace.
- **RISK:** is the possibility that harm (death, injury or illness) might occur when exposed to a hazard.
- **RISK CONTROL:** means taking action to eliminate health and safety risks so far as is reasonably practicable, and if that is not possible, minimising them so far as is reasonably practicable. Eliminating a hazard will also eliminate any risks associated with that hazard.

# TYPES OF HAZARDS

- **SAFETY**—Hazards that present an immediate risk. For example: Confined spaces, electric shocks, falls from heights.
- **HEALTH** —Hazards that do not present an immediate risk but are long term. For example asbestos, noise.
- **PSYCHOSOCIAL**—aspects of work that have a negative impact on worker health —For example, job satisfaction, bullying, fatigue, working hours.

# BEFORE YOU START THE PROCESS – TALK WITH YOUR WORKERS!

- **Section 47:** The WHS Act requires that you consult, so far as is reasonably practicable, with workers who carry out work for you who are (or are likely to be) directly affected by a work health and safety matter.
- **Section 48:** If the workers are represented by a health and safety representative, the consultation must involve that representative.

# HOW TO FIND HAZARDS

- **Workplace inspections (general or specific)**
- **Workplace audits**
- **Routine hazard information (safety alerts, publications, toolbox meetings)**
- **Employee surveys**
- **Complaints**
- **Observations**
- **Accident / incident notification investigation**
- **Analysis of records / health monitoring**
- **Sick leave and staff turnover records**



# RISK ASSESSMENT

**The systematic process of determining the level of risk (danger) related to a specific hazard.**

**Three factors:**

- **Consequence**
- **Exposure**
- **Probability**

# WHEN TO DO A RISK ASSESSMENT

A risk assessment should be done when:

- there is uncertainty about how a hazard may result in injury or illness
- the work activity involves a number of different hazards and there is a lack of understanding about how the hazards may interact with each other to produce new or greater risks
- changes at the workplace occur that may impact on the effectiveness of control measures.
- Before the introduction of anything new in the workplace that could create a risk

A risk assessment is mandatory under the WHS Regulations for high risk activities such as entry into confined spaces, diving work and live electrical work.

Some hazards that have exposure standards, such as noise and airborne contaminants, may require scientific testing or measurement by a competent person to accurately assess the risk and to check that the relevant exposure standard is not being exceeded (for example, by using noise meters to measure noise levels and using gas detectors to analyse oxygen levels in confined spaces).

# SAMPLE RISK ASSESSMENT CALCULATOR

✓ OK

✗ Cancel

Risk Parameters

Probability

Remotely possible

Exposure

Occasional

Consequence

Very serious

Risk

33.1

Moderate Risk

Probability

Almost Certain

Quite Possible

Unusual but Possible

Remotely Possible

Conceivable (but very unlikely)

Practically Impossible

Exposure

Very Rare

Rare

Infrequent

Occasional

Frequent

Continuous

Consequence

Numerous Fatalities - Catastrophe

Multiple Fatalities - Disaster

Fatality - Very Serious

Serious Injury - Serious

Casualty Treatment - Important

First Aid Treatment - Noticeable

Very High Risk

High Risk

Substantial Risk

Moderate Risk

Low Risk

# WHAT IS THE HIERARCHY OF CONTROL?

## REGULATION 36 -HIERARCHY OF CONTROL MEASURES

- (1) This regulation applies if it is not reasonably practicable for a duty holder to eliminate risks to health and safety.
- (2) A duty holder, in minimising risks to health and safety, must implement risk control measures in accordance with this regulation.

# CONTROL MEASURERS

(3) The duty holder must minimise risks, so far as is reasonably practicable, by doing 1 or more of the following:

- (a) substituting (wholly or partly) the hazard giving rise to the risk with something that gives rise to a lesser risk;
- (b) isolating the hazard from any person exposed to it;
- (c) implementing engineering controls.

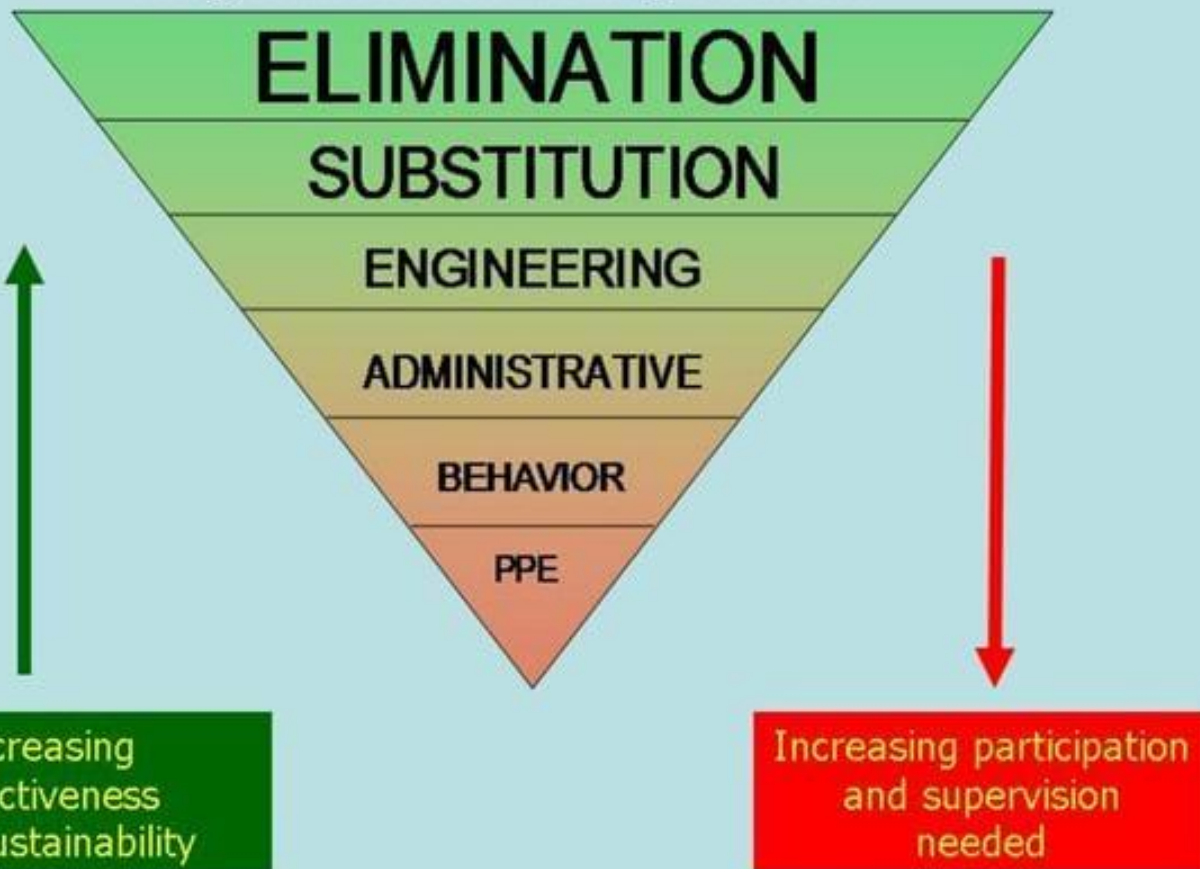
(4) If a risk then remains, the duty holder must minimise the remaining risk, so far as is reasonably practicable, by implementing administrative controls.

(5) If a risk then remains the duty holder must minimise the remaining risk, so far as is reasonably practicable, by ensuring the provision and use of suitable personal protective equipment.

Note -A combination of the controls set out in this regulation may be used to minimise risks, so far as is reasonably practicable, if a single control is not sufficient for the purpose.

# Hierarchy of Control

Apply the highest level of control commensurate with the risk level— lower value controls may be used in the interim until long-term controls are implemented.



# THE CYCLE OF HAZARD MANAGEMENT





# SOME CODES OF PRACTICE CAN HELP YOU!

- **Asbestos**
- **Noise**
- **Hazardous Manual Tasks**
- **Confined spaces**
- **Excavation work**
- **Falls**
- **Demolition work**
- **Electrical safety in workplaces and energised electrical work**



<b>Location of task:</b>  <b>Description of hazardous manual task:</b>  <b>Date of assessment:</b>	<b>Management rep:</b>  <b>Health and Safety rep:</b>  <b>Others (workers, consultants):</b>
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**Reason for identification**

<input type="checkbox"/> Existing task	<input type="checkbox"/> Change in task, object or tool	<input type="checkbox"/> Report of musculoskeletal disorder (MSD)
<input type="checkbox"/> New task	<input type="checkbox"/> New information	

**Step 1 – Does the task involve repetitive or sustained movements, postures or forces?**

As a guide;

- repetitive means the movement or force is performed more than twice a minute and
- sustained means the posture or force is held for more than 30 seconds at a time.


Postures and Movements (place a tick in the 'yes' column each time you observe repetitive movement or sustained posture)		Yes ✓	This action happens when...	because... (describe why)  This is the source of the risk	If any boxes are ticked, what are possible controls to reduce the risk
<b>BACK</b>					
<b>Bending or twisting e.g. more than 20 degrees</b>	Forwards	<input type="checkbox"/>			
	Sideways	<input type="checkbox"/>			
	Twisting	<input type="checkbox"/>			
<b>Bending e.g. more than 5 degrees</b>	Backwards	<input type="checkbox"/>			

# SOURCES OF INFORMATION

## Your Association (NECA/MPAT) WorkSafe Tasmania

Secure | [https://www.worksafe.tas.gov.au/resources/publications\\_and\\_downloads](https://www.worksafe.tas.gov.au/resources/publications_and_downloads)

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# IMPORTANT TIPS

- Try it don't buy it!
- Your best source of info comes from your workers!
- When in doubt get help.
- It will only be as effective as your commitment to it!