Hazard Identification & Risk Assessment

Procedure
OH&S Legislation requires anyone in control of the workplace to identify the potential hazards of the proposed work, assess the risks involved and develop controls to eliminate, or minimise, the risk.

Identify Hazards
To help find all potential hazards, your project should be broken down into activities that follow the sequence of construction. These activities are provided in a Work Method Statement, which is a list of job procedures or steps of construction, and other work related practices involved in the construction of your project.

Assess Risks
For each potential workplace hazard identified a Risk Class will be determined by referring to the categories below. The Risk Management Chart will be used to determine the requirement for management of risks identified.

Class 1 (High Risk): Does the hazard have the potential to kill or permanently disable?

Class 2 (Medium Risk): Does the hazard have the potential to cause a serious injury, or illness, which will temporarily disable?

Class 3 (Low Risk): Does the hazard have the potential to cause a minor injury which would not disable?

Risk Management Chart

Selection and Use

- Where identified, all Class 1 and 2 risks will be recorded on a detailed Job Safety Analysis record. Class 3 risks will be minimised as far as possible but do not have to be recorded on a Job Safety Analysis.
- A Risk Class will be used to determine the level of Controls required to eliminate, or minimise a potential hazard.
- The higher the Risk Class the more extensive the controls to be provided.

Risk Management

Name……. **Project**…… **Date**…….

Work Activity	Potential Hazards Identified for the Activity	Activity Risk Score	Job Safety Analysis is required for any activity that is a Class 1 or 2 Risk	Job Safety Analysis Number and Date Produced

Work Method Statement

Name……**Project**……

Step	Process	Equipment Used	Hazard Identified	Risk Class