

NSW mining and extractives industry

Purpose and objectives

The purpose of the risk assessment tool sheet is to prompt the assessment team to think about the different nature of health hazards and risk when rating likelihood and consequences.

The objectives are to:

- rate the consequence, taking into consideration the possible severity of the disease resulting from the exposure and the time between exposure and the onset of symptoms
- rate the likelihood, taking into consideration the potential intensity or concentrations and frequency and duration of exposures
- identify workers/occupations most likely to be exposed.

Process

- Look at relevant regulations and standards for information on occupational exposure standards and exposure monitoring and control measures.
- Review results or arrange for exposure monitoring to be conducted if this information is needed (**refer to Resource sheets**).
- Consider whether a specific assessment is needed for hazards such as hazardous manual tasks or fatigue.
- Gather information such as material safety data sheets for chemicals; operator manuals for plant and equipment; and other useful information from trusted sources.
- In discussions, agree on the number of persons exposed and the average length of that exposure in that area or task (include hours exposed a day/shift and also the number of shifts in a working week/roster). The aim is to help understand the magnitude of the exposure to this hazard source.
- Use a risk matrix that you are familiar with in conjunction with the likelihood and consequence keys provided (**refer to Resource sheets**).
- On the Health Risk Assessment worksheet, for each work task or work location, record the hazards associated with the task and its source/s.
- Discuss current controls for each hazard, assess the risk (with current control in place) and assign a risk rating. If current controls do not match the recommended level of control (**see table in Resource B**) discuss what more can be done.
- Use tool Risk control worksheet for each hazard identified to ensure the hierarchy of controls are applied.
- Re-assess the hazard with agreed additional controls.
- Use tool Health action and review plan record sheet and tool Health hazard register to record the task and hazard.
- Identify person(s) responsible and timeframes for control implementation and their re-evaluation.
- Ensure the risk assessment is signed off by management through their involvement.