

HAZARD IDENTIFICATION AND RISK ASSESSMENT PROCEDURE

Scope

All pipeline construction, modification, repairs, testing , commissioning and others gases pipeline contractor's activities.

Definition

Hazard	~ a situation that has the potential to harm a person, the environment or damage property.
Risk	~ the probability (likelihood) of harm or damage occurring from exposure to a hazard , and the likely consequences of that harm or damage.
Risk Assessment	~ the process of evaluating the probability and consequences of injury or illness arising from exposure to an identified hazard.
Risk Control	~ the elimination or minimisation of risk associated with an identified hazard.

Responsibility

This procedure is the responsibility of the Project Engineer.

Procedures

The following describes the process for Hazard Identification and Risk Assessment.

<u>Hazard Identification</u>	<p>All Managers shall develop a list of potential workplace hazards and detail them on a Hazard Register. The following sources of hazard information may be utilised to identify hazards:</p> <ul style="list-style-type: none">• Direct report from employees or employee health and safety representatives• Industry and legislative requirement information• Incident Reports• Hazard Inspection Reports• Workplace hazard inspections• Observation of work tasks and activities• Consultation with staff
<u>Risk Assessment</u>	<p>When a potential hazard has been identified, the relevant Manager will nominate employees to form a Risk Assessment Team.</p> <p>The Risk Assessment Team should:</p> <ul style="list-style-type: none">• consist of at least two employees, one of whom shall be trained in the risk assessment process; and where applicable the relevant Health and Safety Representative and other persons with specialist skills• consult with affected employees when conducting the hazard identification and risk assessment if they are not involved in the risk assessment.• determine whether a hazard exists and if so should assess the risk through use of the Risk Assessment Worksheet.
<u>Plant Assessments</u>	<p>Hazard identification and risk assessment shall be completed for existing plant, any proposal for the introduction of new plant or processes or the modification of plant or processes to LW Gastech workplaces.</p> <p>The hazards associated shall be systematic recording of plant inspections and identification of hazards.</p> <p>A program for maintenance and inspection of all plant used in the workplace should be established and maintained including a maintenance schedule.</p> <p>Records including maintenance records and risk assessments of plant that will be disposed of should be provided to the new owner.</p>
<u>Risk Control</u>	<p>Measures to eliminate or control risk shall be developed in the following order of controls, known as the hierarchy of controls.</p> <p>Elimination ~ Complete removal of the hazard or risk of exposure</p> <p>Substitution ~ Involves replacing the hazardous plant, equipment, substance or work process with a less hazardous means</p> <p>Isolation ~ through distance or enclosure,</p> <p>Engineering ~ includes redesigning the work area, fixing guards or maintenance</p> <p>Administrative ~ includes standard operating procedure, supervision, training, rotation and signage</p> <p>Personal protective equipment ~ includes safety shoes, goggles, safety glasses and gloves</p> <p>The Manager will implement control measures where appropriate.</p>
<u>Evaluation</u>	<p>After risk control measures have been implemented, the risk control measures shall be reviewed by the staff that undertake the potentially hazardous work task(s) to ensure that risk level(s) have been effectively reduced.</p>