



Managing risks and hazards

A practical guide for farmers and growers

Risk management is about stopping people getting hurt. If risks are reported immediately they can be well managed.

There are 4 things you need to do to manage risks and hazards on your property:

- 1 Identify risks
- 2 Assess risks
- 3 Control risks
- 4 Review risks

1. How to identify risks

Get everyone on the property (your team, contractors and other visitors) to report new risks that could cause injury or illness right when they see them.

To quickly get your risk register up-to-date, think back to any incidents that have occurred, or do a quick walk around your property with your team. You'll probably find some less obvious risks that need to be dealt with.

Tip

- Encourage everyone (your team, contractors and other visitors) to log risks and incidents using the Onside app.
- Think of near misses as free safety lessons. If everyone logs near misses then risks can be identified, assessed and controlled before anyone gets hurt.

2. How to assess risks

Once a risk has been reported, you need to assess how bad it is.

There are two parts to a risk assessment:

- **Harm category**
This means the severity of the risk (how bad it is).
- **Risk likelihood**
This means the chance of the risk causing harm.

A good way to assess risk likelihood is to think how often people will be exposed. A good way to assess harm category is to consider what the worst case scenario might be.

Tip

To assess risks using Onside on the web, select the property, then the risk. Scroll down to the risk management section and add the risk management details to complete the assessment.

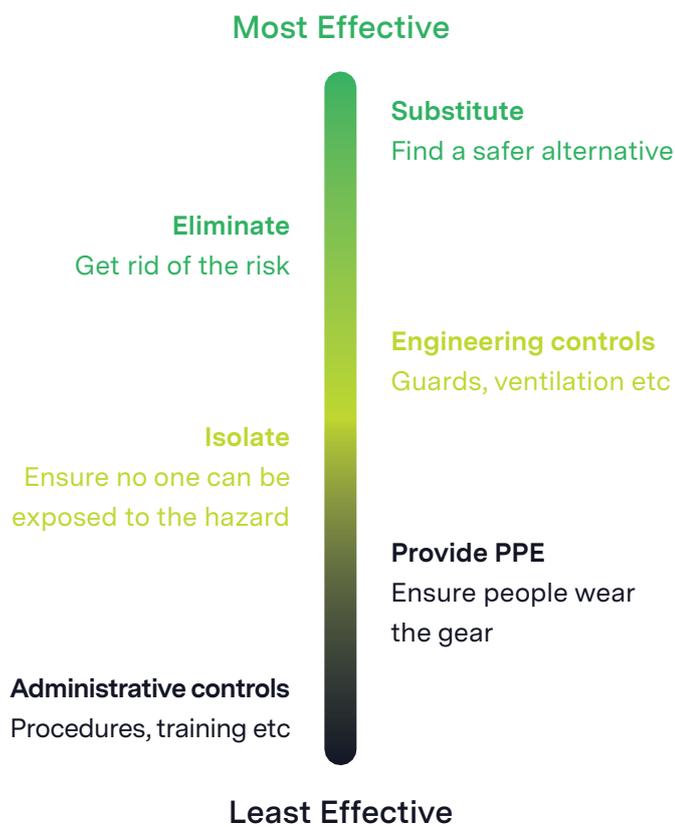
3. How to control risks

Identify the controls you can put in place to lower the likelihood, or even eliminate the chance of a risk hurting someone or making them ill.

The diagram below is a good way to think about controls.

Tip

Record your controls in Onside on the web. Select the property, then the risk, scroll down to the risk management section and add the 'risk management actions'. If all actions have been taken to reduce or eliminate the risk, check the 'I have completed all actions' box to close the recording loop.



4. How to review risks

Once you have your controls in place, all you need to do is review these every so often to ensure they are working well — especially when you have a new project on the go or have purchased new equipment.

The diagram below provides a quick guide to how often you should review risks and controls based on the severity of the risk.

How often should you review risks?	
<p>3 months</p> <p>If risk could cause a fatality or permanent disability</p>	<p>6 months</p> <p>If risk could cause time off work</p>
<p>9 months</p> <p>If risk could mean a doctors visit</p>	<p>12 months</p> <p>If a risk could mean first aid treatment</p>

When reviewing risks, keep these points in mind:

- Review both old and new risks.
- Make sure the reviewer knows what they're doing.
- Involve anyone who will be exposed to the risk in the review.
- Use the latest industry information like codes of practice and good practice guidelines.
- Get expert help if you need to. It costs less than the cost of an incident.

Tip

Use the Onside reporting feature to download a summary of your risks so you can quickly check their status.

The legal fine print. The Health and Safety at Work Act 2015 requires a person conducting a business or undertaking (PCBU) to ensure, so far as is reasonably practicable, the health and safety of workers, and that other persons are not put at risk by its work. Don't worry if this sounds complicated, the 4 steps described above will help you meet your legal requirements.