

Understand the Risk Rating

Significance of the Risk

The Consequences of a potential risk are rated from Negligible to Severe.

The Likelihood of a potential risk occurring is rated from Rare to Almost Certain.

Consequences	How severely could someone be hurt?	Likelihood	How likely are the consequences?
Severe	Death or permanent disability	Almost Certain	High Probability of an incident
Significant	Serious injury, hospital treatment required	Likely	Likely Probability of an Incident
Moderate	Injury requiring medical treatment and some lost time	Possible	Possible Probability of an Incident
Minor	Minor injury, first aid only required	Unlikely	Unlikely Probability of an Incident
Negligible	Unlikely to result in an injury	Rare	Rare Probability of an Incident

Risk Rating Matrix

The Risk Factor combines the assessed likelihood and consequence to help prioritise action. It does not determine legal compliance or whether a risk is acceptable. Control decisions must also consider reasonably practicable measures, applicable regulations and the hierarchy of controls.

Likelihood/Consequences	Negligible	Minor	Moderate	Significant	Severe
Almost Certain	Moderate	High	High	Extreme	Extreme
Likely	Moderate	Moderate	High	High	Extreme
Possible	Low	Moderate	Moderate	High	Extreme
Unlikely	Low	Moderate	Moderate	Moderate	High
Rare	Low	Low	Moderate	Moderate	High

Actions Required

The rating indicates the urgency and level of management attention normally required. Actual action must reflect the nature of the hazard, potential harm, exposure, legal requirements and available controls; urgent or mandatory controls must not be delayed because of a matrix score.

Risk Factor	Required Action
Extreme	Stop or restrict the activity immediately unless effective interim controls make the work safe. Escalate to senior management, implement reasonably practicable controls using the hierarchy, and verify effectiveness before normal work resumes.
High	Act promptly. Do not proceed until the risk has been assessed, required controls have been selected and effective interim controls are in place.
Moderate	Plan and implement controls promptly, with a timeframe based on the potential harm, exposure and work circumstances. Use interim controls where needed.
Low	Manage through normal action planning, but do not postpone a simple or mandatory control. Confirm controls remain effective.

Initial Risk Rating

Assessed on first identifying a risk/change to a risk

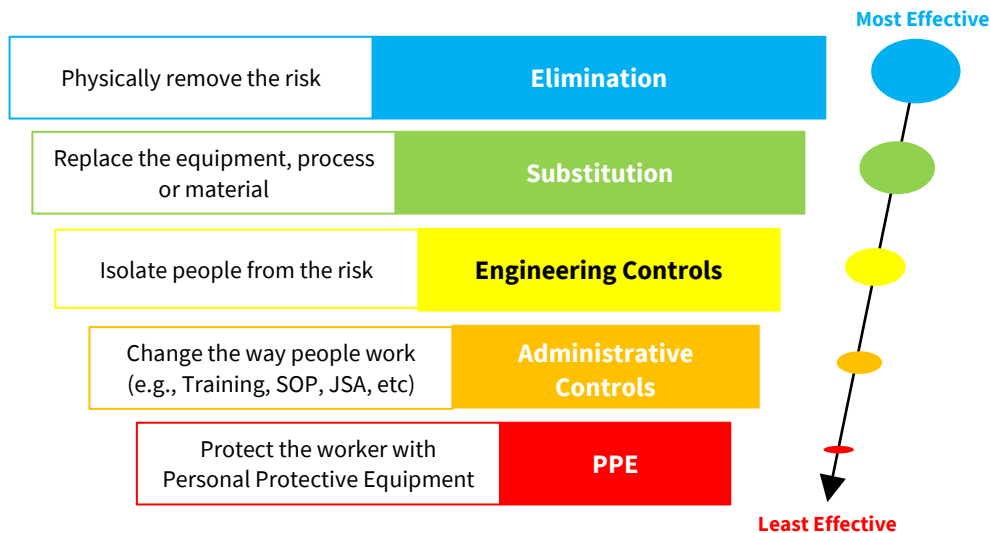
Residual Risk Rating

Assessed after the controls have been applied

Controlling the Risk

The hierarchy of controls starts with elimination. If elimination is not reasonably practicable, minimise risk by substitution, isolation and engineering controls, followed by administrative controls and PPE. More than one control may be required.

Hierarchy of Controls



Monitoring the Control Measures

Control measures must be effective, fit for purpose, suitable for the nature and duration of the work, and used correctly. Your Company Name will monitor controls and review them when they do not control the risk, before relevant workplace changes, when new hazards are identified, after relevant incidents or monitoring results, or following worker or HSR feedback.

Provide accessible ways for workers to report incidents, near misses and health and safety concerns, encourage reporting and avoid incentives or processes that discourage it.

Your Company Name will monitor workplace conditions and worker health, so far as is reasonably practicable, for the purpose of preventing injury or work-related ill health.

Monitoring can show you if your control measures are working effectively to reduce worker exposure: – Exposure monitoring can be used to find out if workers are potentially being exposed to a hazard at harmful levels. – Health monitoring is a way to check if the health of workers is being harmed from exposure to hazards while carrying out work and aims to detect early signs of ill-health or disease.

Seek the views of your workers and their representatives when making decisions about procedures for monitoring.

Monitoring findings will be used to correct deficiencies, update controls and inform affected workers.

Take Action on Lessons Learned

Review controls at the planned frequency and whenever a review trigger arises. Policies and procedures will be reviewed when needed to keep them accurate, practical and effective.

Investigate incidents and near misses to identify causes and what needs to change to prevent them from reoccurring.

Talk to your workers regularly to check if the control measures are effectively eliminating/minimising work risks.

Use worker feedback, inspections, investigations, exposure or health monitoring and control reviews to make practical improvements.