# Safety and Security practices — Feb-22

**Risk Context**

Non-compliance with the Occupation Safety & Health Act, associated regulations and standards.
It is also the inability to ensure the physical security requirements of staff, contractors and visitors. Other considerations are negligence or carelessness.

**Potential causes include;**

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|---|---|
| Lack of appropriate PPE / equipment | Inadequate signage, barriers or other exclusion techniques |
| Inadequate first aid supplies or trained first aiders | Poor storage and use of dangerous goods |
| Inadequate security protection measures in place for buildings, depots and other places of work | Ineffective / inadequate testing, sampling or other health-related requirements |
| Inadequate or unsafe modifications to plant & equipment | Lack of mandate and commitment from senior management |
| Inadequate policy, frameworks, systems and structure to prevent the injury of visitors, staff, contractors and/or tenants. | Inadequate organisational Emergency Management requirements (evacuation diagrams, drills, wardens etc.). |
| Inadequate supervision, training or mentoring of staff | Slow or inadequate response to notifications from public |

## Controls Assurance

| Key Controls | Type | Date | Rating | Control Owner |
|---|---|---|---|---|
| Building and facility security | Preventative | Ongoing | *Adequate* | MOWS / DCEO |
| Contractor site inductions | Preventative | Ongoing | *Adequate* | MOWS |
| Drug and alcohol policy | Preventative | Ongoing | *Adequate* | CEO |
| Employee Assistance Program | Preventative | Ongoing | *Adequate* | DCEO |
| Ensuring buildings meet local and State mandated standards particularly where public safety is concerned | Preventative | Ongoing | *Adequate* | BHO |
| Fitness for work policy | Preventative | Ongoing | *Adequate* | CEO |
| Hazardous Substance and Dangerous Goods registers | Preventative | Ongoing | *Effective* | OSH Rep |
| Safety Risk Register | Preventative | Ongoing | *Effective* | OSH Rep |
| Health and Wellbeing program | Preventative | Ongoing | *Adequate* | DCEO |
| Incident register / incident reporting procedures | Preventative | Ongoing | *Effective* | MOWS |
| Isolated worker management | Preventative | Ongoing | *Adequate* | MOWS |
| Organisational Emergency Management Plan and evacuation diagrams | Preventative | Ongoing | *Adequate* | DCEO |
| Purchasing policies and procedures consider safety issues | Preventative | Ongoing | *Adequate* | CEO |
| Regular documented safety inspections | Preventative | Ongoing | *Adequate* | MOWS |
| Safe work practices (Safe Work Method Statements) | Preventative | Ongoing | *Adequate* | MOWS |
| Staff inductions | Preventative | Ongoing | *Adequate* | MOWS |
| Toolbox meetings | Preventative | Ongoing | *Adequate* | MOWS |
| Trained first aiders | Preventative | Ongoing | *Adequate* | MOWS |
| Emergency procedures | **Recovery** | Ongoing | *Adequate* | MOWS |
| Return to work programs | **Recovery** | Ongoing | *Adequate* | DCEO |
| Regional Risk Coordinator | Preventative | Ongoing | *Adequate* | OSH |
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| | | | | |
| | | ***Overall Control Ratings:*** | ***Adequate*** | MOWS |

| Actions | Due Date | Responsibility | Status of Actions |
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| Consequence Category | Risk Ratings | Rating | Rating Changed since the |
|---|---|---|---|
| **Health** | ***Consequence:*** | *Moderate (3)* | ***no*** |
| | ***Likelihood:*** | *Possible (3)* | ***no*** |
| | ***Overall Risk Ratings:*** | ***Moderate*** | **Risk rating trend since last review** |

| Indicators | Type | Benchmark | Result |
|---|---|---|---|
| Disciplinary action (staff not following safety procedures) | Leading | <=5 | |
| Failed safety inspections | Leading | <=5 | |
| Lost Time Injuries | Lagging | 2 days | 0 |
| Near misses | Leading | <=1 | none reported |
| Poor OSH audit results | Leading | compliant | in progress |
| Workers Compensation claims | Lagging | <=2 | 0 |
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**Comments** | **Comments**