

HSE Risk Management Standard

AGL-HSE-STD-004.1

The scope of this standard applies to activities carried out by AGL employees.

The reference numbers given to minimum controls provide a direct linkage between this standard and the Risk and Control Matrix. The HSE Risk Management Methodology AGL-HSE-SDM-004.1 provides further explanation of how to achieve the minimum controls.

RCM Ref	Minimum Controls
General	
4.1.1.1	An adequate risk management procedure in compliance with the Risk Management Standard is in place.
Risk Register	
4.1.1.2	A Risk Register must be in place for each Business Unit.
Risk Assessment Process	
4.1.1.3	Risk assessments must be documented for all activities carried out for all AGL operations where there is a foreseeable hazard to the health and safety of an individual or the environment.
4.1.1.4	Risk assessments will be required when there is a change to an activity or for the purchase of new equipment.
Risk Assessment Process	
4.1.1.5	All foreseeable hazards must be identified and risk assessed in accordance with AGL's FIRM.
4.1.1.6	Additional controls must be established in accordance with the hierarchy of control to mitigate risk to so far as is reasonably practicable: <ul style="list-style-type: none"> • Elimination; • Substitution; • Isolation; • Engineering; • Administrative; and • Personal Protective Equipment.
Assign Responsibility and Timeframes	
4.1.1.7	The findings of risk assessments are communicated to all relevant staff, contractors, visitors or clients.
4.1.1.8	All identified controls have accountability, responsible person and set timeframes for completion.
4.1.1.9	A system must be in place to notify individuals and leaders when; a control or action has been assigned; a control or action is approaching its due date and a control or action is overdue.

RCM Ref	Minimum Controls
4.1.1.10	An escalation process must be in place to ensure overdue controls are actioned.
Risk Assessment Register	
4.1.1.11	All AGL controlled sites must have a process for recording and reviewing risk assessments at least every 2 years (or if the activity changes or an incident has occurred).
Safe Work Method Statement Process	
4.1.1.12	All High-Risk activities (as determined by the FIRM matrix) must have a SWMS or JSEA completed prior to the activity being undertaken.
4.1.1.13	Information and instruction is conveyed in the form of SWMS or JSEA to relevant personnel to ensure that they are aware of the hazards and controls for the associated tasks as highlighted in the risk assessment.

Version	Reviewed by	Approved by	Date approved	Next Review
4.0	HSE Systems Manager	Senior Manager, Safety Operations Senior Manager, Environment Operations	1/11/2018	1/11/2020