

Keeping Your Farm & Boat Safe

4 key steps to risk management



Firstly, let's look at the facts:



FACT 1

Primary production is one of the most dangerous workplaces



FACT 2

Farms often double as homes



FACT 3

While it's a dangerous workplace, it is also very attractive to visitors including children



FACT 4

As business owners we have responsibilities. We need to make our workplaces as free of hazards as possible

Before we start –
let's learn the lingo...

What is a "hazard"? A hazard is anything (including work practices or procedures) that has the potential to harm the health and safety of a person.

What is a "risk"? A risk is the likelihood that such injury or damage will occur.

What is the "hierarchy of control"? A systematic step-by-step process used in workplaces to minimize or reduce exposure to hazards.

What is "reasonably practicable"? It means doing what you are reasonably able to do to ensure the health and safety of workers and others including volunteers and visitors.

Keeping Your Farm & Boat Safe

So what does all this mean to a farmer or fisher?

We have a responsibility to have a risk management process in place! This process has 4 key steps:

1 Identify the hazards

We need to recognise hazards first – know what to look for and keep our eyes and ears open. Let's think about the origin of a hazard.

Hazards generally arise from the following aspects of work:

- physical work environment
- equipment, materials and substances used
- work tasks and how they are performed, and
- work design and management.

How we recognise them:

- Understand what the hazards are so we know what we are looking for
- Conduct an audit. An audit is a great place to start because it enables you to establish a baseline
- Have an open conversation and engage your team
- Encourage everyone to keep their eyes and ears open and report hazards, all the time.



Farm Safety
Self Assessment



So what does all this mean to a farmer or fisher? Continued

2 Assess the risk

What does it mean to “assess the risk”?

We have to understand how often the hazard will be encountered, what the likely outcome of an encounter is and how serious it is. This will determine the risk.

We can then decide if the risk needs to be controlled, managed or if it’s not significant enough to worry about. Use a Risk Matrix to assess the risk in your workplace.



WORK HEALTH AND SAFETY

SAMPLE RISK MATRIX

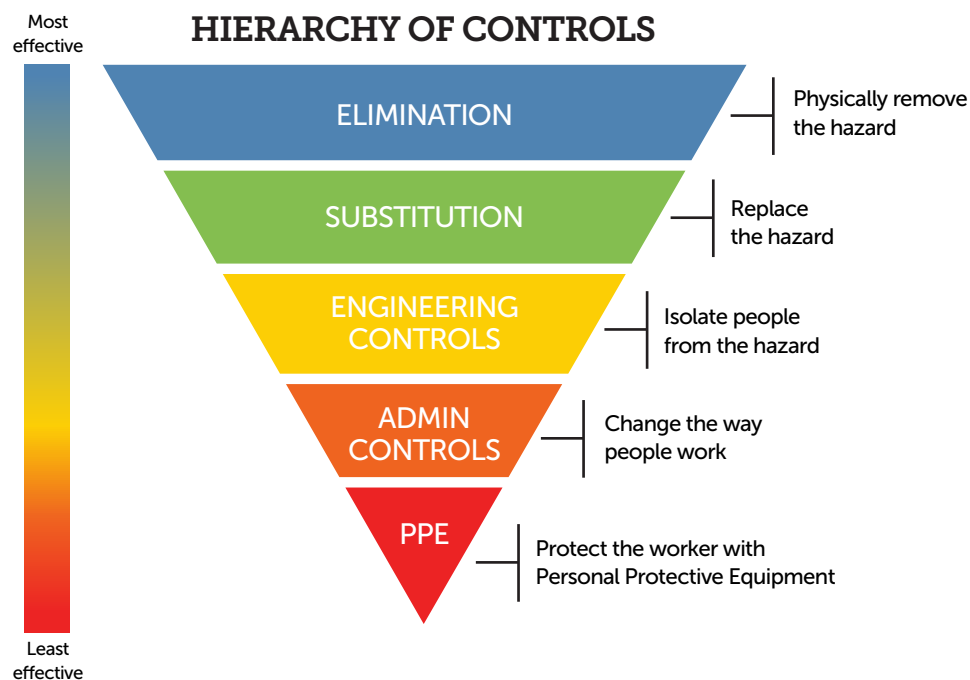
		Consequence →				
		Insignificant	Minor	Moderate	Major	Catastrophic
	Injury/illness consequence	Non-injury incident	Injury/ill health requiring first aid	Injury/ill health medical attention	Injury/ill health requiring hospital admission	Fatality or permanent disabling injury
	Environmental consequence	Minor effects on biological or physical environment	Moderate short term effects but not effecting ecosystem functions	Serious medium-term environmental effects	Very serious long term impairment of ecosystem functions	
Likelihood ↑	Almost Certain	The event will occur on an annual basis Moderate	The event will occur on an annual basis High	The event will occur on an annual basis High	The event will occur on an annual basis Critical	The event will occur on an annual basis Critical
	Likely	The event has occurred several times or more in your career Moderate	The event has occurred several times or more in your career Moderate	The event has occurred several times or more in your career High	The event has occurred several times or more in your career High	The event has occurred several times or more in your career Critical
	Possible	The event might occur once in your career Low	The event might occur once in your career Moderate	The event might occur once in your career Moderate	The event might occur once in your career High	The event might occur once in your career High
	Unlikely	The event does occur somewhere from time to time Low	The event does occur somewhere from time to time Low	The event does occur somewhere from time to time Low	The event does occur somewhere from time to time Moderate	The event does occur somewhere from time to time High
	Rare	Heard of something like this occurring somewhere Low	Heard of something like this occurring somewhere Low	Heard of something like this occurring somewhere Low	Heard of something like this occurring somewhere Moderate	Heard of something like this occurring somewhere Moderate

So what does all this mean to a farmer or fisher? Continued

3 Manage the risk

Once we have identified a risk that needs to be managed, we need to do whatever is reasonably practicable to manage it. This includes following the hierarchy of control.

The hierarchy of control can be a useful tool to determine the appropriate control options once a hazard has been identified and the risk has been assessed.



Options for controlling risk can include:

- new or modified equipment or processes
- work procedures
- training, instruction, providing information and/or supervision
- maintenance of machinery or equipment, and/or
- use of personal protective equipment (PPE).



So what does all this mean to a farmer or fisher? Continued

4 Review control measures

It is essential that we constantly review the control measures to ensure they are viable. Did they improve the situation? Are the team happy with them? Can we do anything better? The cycle of continuous improvement kicks in here and the process continues...

But wait... there's more!

In addition to these 4 steps, there are 2 key processes that underpin your risk management process:



Consultation: Ensure the entire team (management, staff, contractors and visitors) are engaged in the process by actively identifying hazards, understanding risks and suggesting risk control strategies (you never know... someone else's ideas may be better than yours!) and implementing solutions.



Record keeping: It's essential that a record is kept of your diligence in improving the safety of your workplace, including written evidence of an audit, hazard register, action planning and risk control implementation.

Need more info? Check out this Code of Practice

 [How to Manage Work Health and Safety Risks Code of Practice](#) 

Summary

We have discussed the process involved in keeping your workplace safe.

It involves 4 key steps that are continuously reviewed and updated:



Identify hazards

- Ensure your team understand what a hazard is
- Encourage them to keep their eyes and ears open
- Have a process in place to regularly and systematically identify hazards on an ongoing basis.

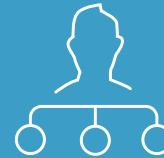
 [Farm Safety Self Assessment](#) >



Assess the risks

- Understand the risk to the team
- Consider the Risk Assessment Matrix
- Determine how frequently the hazard encountered?
- Understand the outcome of the encounter.

 [How to Assess Risks](#) >



Manage the risk


- Determine appropriate control options
- Consider the Hierarchy of controls
- Ensure the right person is assigned the task of implementing the control
- Assign resources to get the job done (time, tools, inputs).

 [Easy WHS Action Plan](#) >



Review control measures

- Determine if the control was adequate
- Discuss with your team
- Reassess and review as required
- Keep a record.

 [How to manage work health and safety risks code of practice](#) >