

## LEGISLATION

# Risk Management Plans

This information bulletin provides a guide in regard to risk management plans under the [Workplace Health and Safety Act 2007](#). Please refer to Section 58 of the Act and Regulations 39A, 39B and Schedule 5 of the Workplace Health and Safety Regulations for more detail.

## Risk management

The primary goal of risk management is to eliminate or minimise workplace risk as far as is reasonably practicable. For information on reasonably practicable see NT WorkSafe information bulletin [09.01.14](#) Legislation – reasonably practicable.

When an employer formulates risk management measures, the following questions should be addressed in regard to each identified risk:

- An employer shall ensure that a worker's exposure to a hazard at a workplace is controlled to minimise the risk to the health and safety of the worker.
- Where there is a need to control a worker's exposure to a hazard, the control shall be achieved, as far as practicable, through the progressive application of one or more of the following measures:
  1. whether it is possible to eliminate the relevant source of risk entirely;
  2. whether the source of the risk can be isolated from workers;
  3. whether the source of the risk can be controlled by engineering means;
  4. whether the risk can be controlled by administrative means (such as the adoption of a different system of work, different working practices, or the introduction of warning systems);
  5. whether the risk can be avoided or reduced by the use of personal protective clothing or equipment.

## Hazardous activities

Each activity specified in Schedule 5 of the [Workplace Health and Safety Regulations](#) is classified as a hazardous activity for which a risk management plan is required.

**Note:** Mining operations are also classified as a hazardous activity for which a risk management plan is required by regulation 152B.

These are:

- Excavation work requiring shoring under regulation 145
- Demolition of a building or structure using explosives
- Demolition of a building or structure of a height greater than 6 meters
- Removal of asbestos or a substance containing asbestos that is required to be performed by a person who is the holder of an asbestos removalist license.
- Work involving the use of suspended scaffolding
- Erection of a public stand constructed of scaffold components.

## Risk management plans

An employer who proposes to undertake a hazardous activity must prepare a risk management plan and have it certified as adequate by a person with qualifications or credentials acceptable to NT WorkSafe. A risk management plan must comply with any requirements imposed by the regulations.

An employer must, before commencing a hazardous activity, lodge a copy of the relevant risk management plan with the NT WorkSafe.

Only one risk management plan covering mining operations is required.

## Content of risk management plan

Risk management plan for a hazardous activity:	
✓	Hazards involved in the activity are identified
✓	Risks resulting from the hazards and the seriousness of those risks are identified
✓	The risk of <i>high consequence / low probability</i> events are addressed
✓	Appropriate risk management measures are determined <ul style="list-style-type: none"> <li>▪ to eliminate, as far as reasonably practicable, avoidable risks</li> <li>▪ to minimise, as far as reasonably practicable, unavoidable risks</li> </ul>
✓	Means by which the risk management measures will be implemented are specified
✓	Mechanism for monitoring and reviewing the effectiveness of the risk management measures is determined
✓	Training which must be provided to a worker who may be exposed to a hazard is specified
✓	Any requirements for health surveillance of workers are specified
✓	The records particular to the risk management plan that must be kept are specified
✓	The qualifications or credentials of the person who prepared the risk management plan are specified
✓	The plan has been lodged with NT WorkSafe prior to commencing the hazardous activity.

## Amendments to a risk management plan

A new risk management plan is not required each time the hazardous activity is undertaken however the risk management plan must be amended if:

- significant new risks are identified; or
- risk management measures are modified; or
- new risk management measures are identified.

## Mining risk management plan

In addition to the requirements of regulation 39B, a risk management plan for a mining operation must:

- include a fitness to work program; and
- set out the management structure for the mining operation; and
- include an emergency plan.

An employer shall ensure that a measure applied under regulation 39 is properly used, maintained and supervised.

For further information please contact NT Worksafe on 1800 019 115 or go to [worksafe.nt.gov.au](http://worksafe.nt.gov.au)