3. Risk Management

SMS Webinar Series for heavy vehicle operations.

SMS Webinar Series

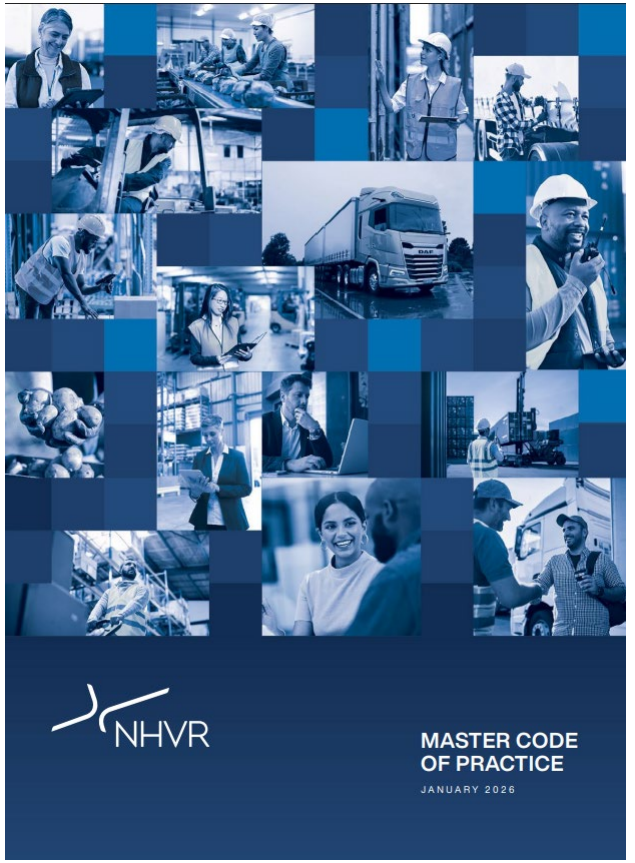
1. Introduction to SMS – what is it, and what does it mean
2. Leadership & Commitment
3. **Risk Management – Hazards, Risks and Controls**
4. Risk Management – Ongoing Risk Review Incident Management
5. Assurance, Monitoring & Continuous Improvement
6. People
7. Safety Systems
8. Tying it all together with ACAs, MAP and PSOE

SMS Webinar Series

Risk Management Cycle

Key Resources

SMS KEY COMPONENT	PRESENT AND SUITABLE	OPERATING AND EFFECTIVE	CONTINUOUS IMPROVEMENT
All sections	• SMS Fact Sheet (PDF, 710KB) • Introduction to Safety Management Systems in the Heavy Vehicle Industry (PDF, 964KB) • Safety Management System (SMS) Checklist (DOCX, 87KB)		
Leadership and commitment	• Template - Safety Policy (DOCX, 43KB) • Template - Responsibilities and Accountabilities (DOCX, 77KB) • Quick Guide - Management Commitment • Quick Guide - Developing Procedures	• Template - Basic Procedure • Meeting Minutes • Meeting Agenda • Safety Committee Agenda/Minutes	• Template - Safety Alert • Template - Safety Bulletin • Quick Guide - How to Run a Toolbox Talk (PDF, 142KB) • Toolbox Talk - Safety policy
Risk management	• Quick Guide - Hazard Reporting • Quick Guide - Risk Register • Quick Guide - Incident Reporting • Quick Guide - Incident Investigation	• Hazard Report Form Template • Template - Risk Assessment - single risk (DOCX, 60KB) • Template - Task Risk Assessment (DOCX, 136KB) • Template - Risk Register (DOCX, 89KB) • Incident Report Form • Incident Investigation Report • Prestart checklist	• Toolbox Talk - Hazards and Incidents • Toolbox Talk - Safety investigations • Toolbox Talk - Testing Risk Controls • Toolbox Talk - Heavy Vehicles Safety Risk and Controls



Hazard Identification

1. Break the job into steps – what actually happens?

Receive transport job → Travel to farm → Load grain → Transport grain → Unload grain → Return to depot

2. What are the hazards associated with these activities? (i.e. "What could go wrong?)

Receive Job	Travel to Farm / Return to Depot	Load Grain	Transport Grain	Unload Grain
Unrealistic delivery time	Vehicle defect	Overloading	Driver fatigue	Load spill
Wrong vehicle allocated	Poor weather	Uneven load	Speed	Truck movement
Missing route information	Wildlife	Load not secured	Load shift	Fall from truck
			Road conditions	

Assess the risks associated with each hazard

Hazard	What could happen?	Likelihood How likely is it?	Consequence How serious would it be?	Risk rating (Use matrix)
Load (uneven load)	• Load shifts causing vehicle instability • Serious crash	Possible	Extreme	High (6–8)
Driver fatigue	• Driver falls asleep • Loss of vehicle control	Possible	Extreme	High (6–8)
Unrealistic delivery timeframe	• Driver speeds to meet deadline • Increased crash risk	Possible	Major	High (6–8)

Likelihood

Unlikely	Possible	Likely	Almost certain
1	2	3	4

Consequence

Minor	Moderate	Major	Extreme
1	2	3	4

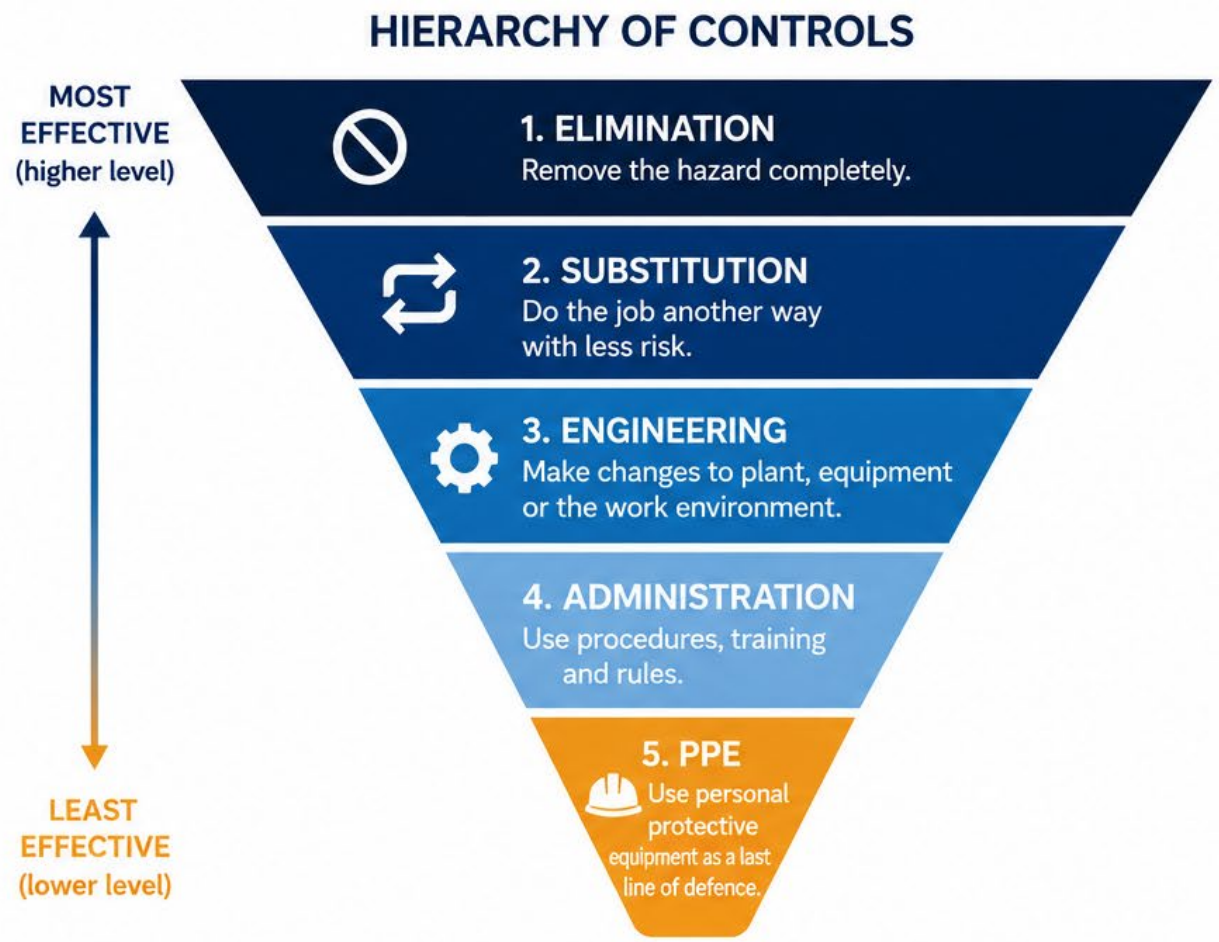
Risk rating guide

Low	Moderate	High	Critical
1–2	3–4	6–8	9+

Risk matrix (Likelihood x Consequence)

Likelihood	Consequence: Minor (1)	Moderate (2)	Major (3)	Extreme (4)
Almost certain (4)	Moderate	High	Critical	Critical
Likely (3)	Moderate	High	Critical	Critical
Possible (2)	Moderate	Moderate	High	High
Unlikely (1)	Low	Moderate	Moderate	Moderate

Putting controls in place



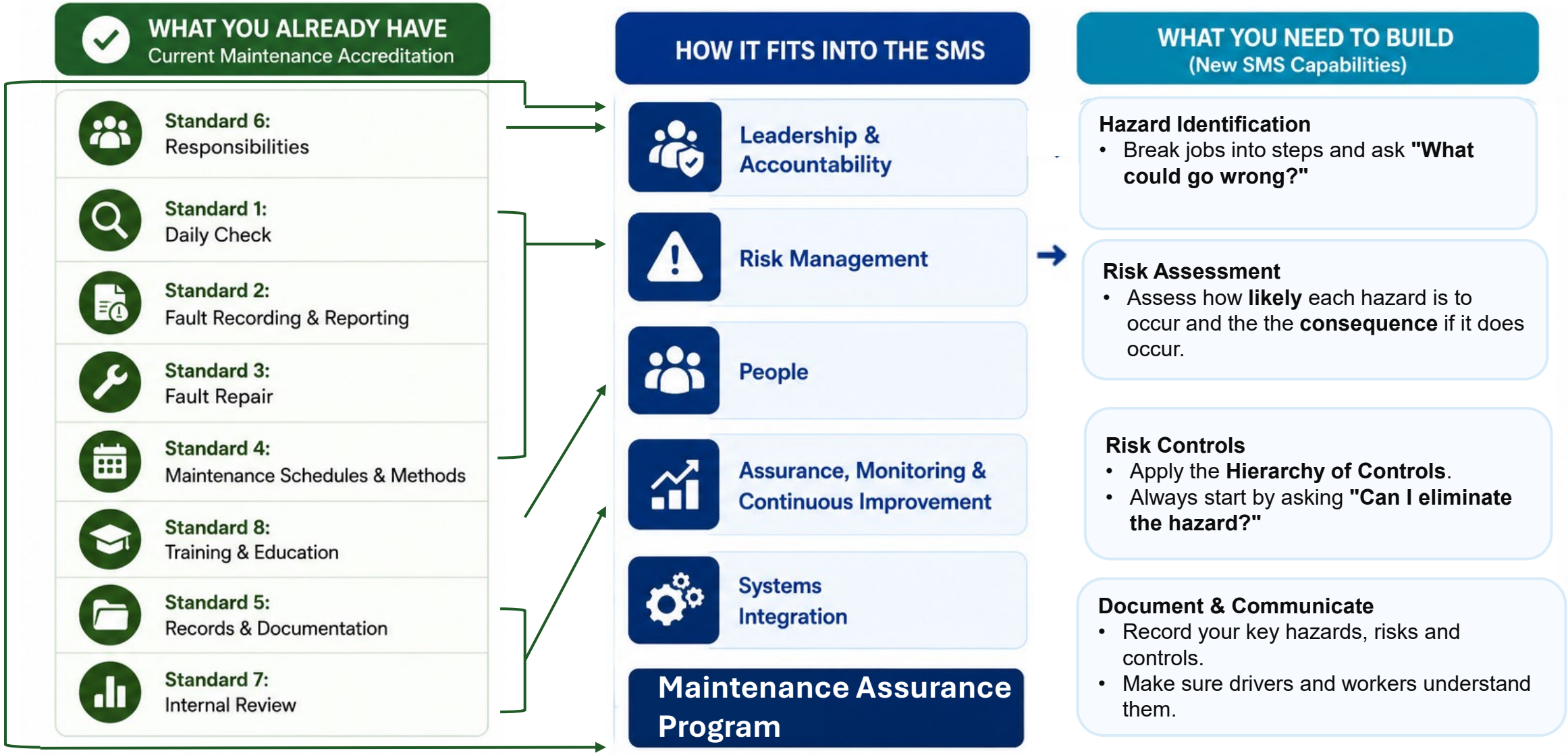
ASK YOURSELF...

1. **Can I remove the hazard?**
   Eliminate the risk if you can.
2. **Can I do it another way?**
   Choose a safer option.
3. **Can I make the job safer?**
   Use equipment or design to reduce the risk.
4. **What procedures do I need?**
   Use training, procedures and rules to reduce the risk.
5. **What PPE is required?**
   Use PPE as a last line of defence when other options aren't possible.

Putting it all together

Hazard	What could happen?	Risk rating (Likelihood x Consequence)	Controls (what we will do)				Risk after controls
			Elimination / Substitution	Engineering	Administrative	PPE	
Unrealistic delivery timeframe	Driver feels pressure to speed or skip breaks to meet deadline, increasing the risk of a crash.	HIGH (Possible x Major)	• Negotiate achievable delivery times before accepting the job. • Decline jobs that can't be completed safely.	• Use telematics / EWD to monitor travel time and speed.	• Plan realistic schedules. • Communicate delays early. • CoR responsibilities understood by all parties.	• N/A	MEDIUM (Unlikely x Major)
Grain load shift (uneven loading)	Grain shifts during braking or cornering, affecting vehicle stability and increasing the risk of rollover or loss of control.	HIGH (Possible x Extreme)	• Don't load above legal limits. • Use a vehicle / combination suitable for the task if the load cannot be carried safely.	• Use a bulk grain body suitable for the task. • Gates, tailgate and seals in good condition. • Weighbridge or on-board weighing to confirm axle masses. • Ensure suspension and tyres are suitable. • Fatigue monitoring technology. • Comfortable cabs and seating.	• Follow documented loading procedure. • Load evenly across axles. • Confirm axle weights before departure. • Inspect load before leaving. • Adjust driving style for bulk loads – smooth braking and cornering.	• High-vis. • Gloves. • Safety boots (during loading/ unloading).	LOW (Unlikely x Major)
Driver fatigue	Driver falls asleep or loses concentration resulting in a serious or fatal crash.	HIGH (Possible x Extreme)	• Schedule work to avoid night driving where possible.		• Fatigue management plan. • Work / rest scheduling. • Fit for duty checks. • Training on fatigue awareness.	• N/A	MEDIUM (Unlikely x Major)

Bringing this together – Risk Management



Next Series & Questions

DATE	TOPIC	TIME
Wed 17 June	Introduction to Safety Management Systems (SMS) – what they are and why they matter	8am AEST
Wed 24 June	Leadership and Commitment	8am AEST
Wed 1 July	Risk Management – Hazards, Risks and Controls	8am AEST
Wed 8 July	**Risk Management – Incident Management and Ongoing Risk Review**	**8am AEST**
Wed 15 July	Assurance, Performance Monitoring and Continuous Improvement	8am AEST
Wed 22 July	People	8am AEST
Wed 29 July	Safety Systems	8am AEST
Wed 5 August	Bringing it all together – Alternative Compliance Accreditation (ACA),Maintenance Assurance Program (MAP), Present, Suitable, Operating and Effective (PSOE) Audit method	8am AEST

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