

RM01 – POTENTIAL HAZARD IDENTIFICATION

Purpose

This procedure will result in the timely notification recording of hazards in the workplace

Responsibilities and Procedures

- **HFE Management** will ensure that all **Workers** are aware of where to find, and how to use form RMT01 - Potential Hazard Identification Form, or the online Hazard Report Form at <http://www.hobartfood.com.au/hazard>
- **Workers** should complete and submit RMT01 - Potential Hazard Identification Form, when they have identified a potential hazard
- All completed RMT01 - Potential Hazard Identification Form's must be either submitted to **HFE Management**, or if not urgent, can be placed in the **WH&S Contact Box** located near the **Safety Notice Board** at the NSW Office

Definitions

- **Potential Hazard** - Potential Hazards are a source of potential harm to people, or a situation with potential to cause injury or loss to plant, property or equipment.

Statutory Definition Extract – WH&S Regulations (NSW) 2011 Pt 3.1

34 Duty to identify hazards

A duty holder, in managing risks to health and safety, must identify reasonably foreseeable hazards that could give rise to risks to health and safety.

References

Work Health and Safety Act 2011 (Cth)	Work Health and Safety Regulation 2011 (Cth)
Work Health and Safety Act 2011 (ACT, NSW, QLD)	Work Health and Safety Regulation 2011 (ACT, NSW, QLD)
Work Health and Safety Act (National Uniform Legislation) 2011 (NT)	Work Health and Safety Regulations (National Uniform Legislation) 2011 (NT)
Work Health and Safety Act 2012 (SA, TAS)	Work Health and Safety Regulations 2012 (SA, TAS)
Occupational Health and Safety Act 2004 (VIC)	Occupational Health and Safety Regulations 2017 (VIC)
Occupational Safety and Health Act 1984 (WA)	Occupational Safety and Health Regulations 1996 (WA)
COP: How to Manage Work Health and Safety Risks	COP: Managing the Work Environment and Facilities COP:
COP: WH&S Consultation, Co-operation and Co-ordination	Hazardous Manual Tasks

Related Hobart Food Equipment Documents

RMT01 – Potential Hazard Identification Form