



Hazard Control Principles

Worksheet Developed by Easy HR Pty Ltd (ABN 67 100 061 747)
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Hazard Control Comprises of 3 Key Steps:

- 1) **Spot** the hazards
- 2) **Assess** The Risks
- 3) **Make Safe** – Do Something About the Hazard

This is referred to as the SAM Principle.

Assessing The Risks

How severely could it hurt someone Or How Ill Could It Make Someone	Very Likely Could Happen Any Time	Likely Could Happen Sometime	Unlikely Could Happen, But Very Rarely	Very Unlikely Could Happen, But Probably Never Will
Kill or Cause Permanent Disability	1	1	2	3
Long term Illness or Serious injury	1	2	3	4
Medical Attention and Several Days off Work	2	3	4	5
First Aid required	3	4	5	6

1 = Top Priority

6 = Lowest Priority – Do Something when Possible

Hierarchy of Control

Controlling the health and safety risks in a workplace is necessary to prevent injury and illness. First, identify and assess the risks, then decide on the best way to control (i.e. remove or reduce) them, by applying the Hierarchy of Controls.

Consideration of the possible control measures should continue down the hierarchy until a control measure or a combination of measures can achieve the required reduction in exposure.

1. **Elimination** - controlling the hazard at source.
2. **Substitution** - eg. replacing one substance or activity with a less hazardous one.
3. **Isolate** - eg. enclose hazard.
4. **Engineering** - eg. installing guards on machinery.
5. **Administration** - policies and procedures for safe work practices.
6. **Personal Protective Equipment** - eg respirators, ear plugs.

When deciding on the best way to control a risk, start at the top of the hierarchy of controls, i.e. investigate if the risk can be eliminated first, for example by changing the way the work is done, or by using safer substances or equipment. This is the most effective way to control a hazard. If these methods are not possible, use engineering or administrative controls to reduce or minimise the risk.

This form is intended as a guide only. For more information, contact Workcover in your state or territory.

