



Scope

Green Earth Logistics has a duty under Health and Safety Legislation and Heavy Vehicle National Law to ensure, as far as reasonably practicable, that workers, contractors and the public are not exposed to the risk of transport and Heavy Vehicle related harm. To do this, we must:

- Identify hazards in our workplace that could create health and safety risks.
- Assess the potential to cause harm.
- Positively control workplace behaviour and unsafe work practices, and
- Take steps to control the risks and monitor the effectiveness of the control measure

The options for treatment of risk are diverse, and more than one option may be employed in order to satisfy the requirement to reduce or eliminate risk. AS/NZS ISO 31000:2018 offers the following risk treatment options:

- avoid the risk by not proceeding or cancelling the operation or process;
- reduce the likelihood of the occurrence;
- reduce the consequences of the occurrence; and
- retain the risk.

There may be circumstances in which the whole or part of the risk may be retained. If risk is to be retained, contingency plans to cover the consequences of the risk being realised must be put in place, such as Emergency Management and Disaster plans.

RISK TREATMENT

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Risks inherent in the existence and operation can be reduced by taking specialised actions in order to reduce the likelihood or consequences or both for each identified risk, thus reducing the level of that risk. It is the responsibility of Green Earth Logistics and its personnel to conduct their business in such a way as to eliminate or control hazards/risks to individuals and property and to evaluate the risk cost potential when implementing plans.

RISK SCORE TABLE

Risks are evaluated on a two-dimensional matrix using a qualitative rating of the likelihood and the scale of the possible consequence. This form of evaluation provides a good graphical representation of how serious this risk is or where the individual risk lies within a group of risks.

Matrix for determining the level of Risk

		Severity of the potential injury/damage				
		Insignificant damage to Property, Equipment or Minor Injury	Non-Reportable Injury, minor loss of Process or slight damage to Property	Reportable Injury moderate loss of Process or limited damage to Property	Major Injury, Single Fatality critical loss of Process/damage to Property	Multiple Fatalities Catastrophic Loss of Business
0 – 5 = Low Risk		1	2	3	4	5
6 – 10 = Moderate Risk						
11 – 15 = High Risk						
16 – 25 = extremely high unacceptable risk						
Likelihood of the hazard happening	Almost Certain 5	5	10	15	20	25
	Will probably occur 4	4	8	12	16	20
	Possible occur 3	3	6	9	12	15
	Remote possibility 2	2	4	6	8	10
	Extremely Unlikely 1	1	2	3	4	5

ACCEPTABILITY DEFINITIONS

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Extremely High Unacceptable Risk: Exposure to the hazard to be immediately discontinued. The decision to eliminate exposure would be made at a senior level. Discontinuing immediately needs to occur with as much risk management rigour as practicable. Focus on elimination needs to be discussed by all relevant stakeholders.

High Risk: Exposure to the hazard to be discontinued as soon as reasonably practicable. Continued exposure should not be considered without applying the hierarchy of controls. The executive decision would be made by senior level staff.

Moderate Risk: Exposure to the hazard is acceptable provided it has been appropriately assessed. All known risks are to be mitigated to As Low As Reasonably Practicable (ALARP). These risks are to be continuously reviewed to ensure that the risk does not increase.

Low Risk: Exposure to the hazard is acceptable but the hazard must be reviewed periodically during the lifecycle of operations to ensure that the risk does not increase.

HIERARCHY OF CONTROLS

The lists of hierarchy of controls are placed in order of priority – to mitigate any risk. These are to be applied for operations. Below is an example of the applied control methodologies.

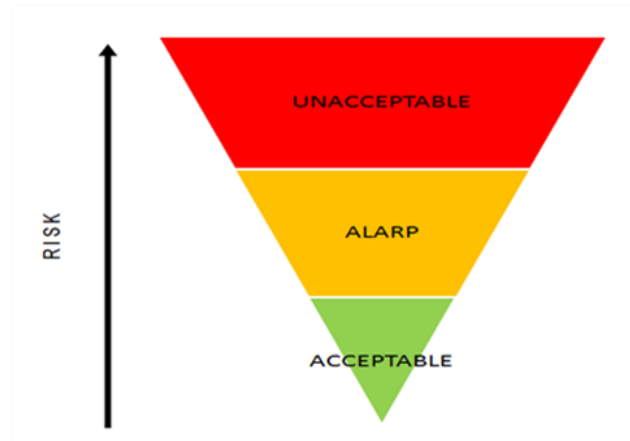
Avoidance of all risks	Cancel operation or do not conduct activity.
Elimination of certain elements	Remove the risk of exposure to the hazard completely.
Substitution	Control the risk by substituting it with a less hazardous or non-hazardous alternative.
Isolation	Separate process using design, barriers, and distance. Reduce risk by enclosing or isolating it.
Engineering Controls	Put engineering controls in place to eliminate or reduce the risk.
Administrative Controls	Implement administrative controls to minimise the risk.
Personal Protective Equipment	Boots, gloves, hats, goggles, hearing protection, sunburn cream

The various risk treatment options identified should be assessed on the basis of the level of Risk reduction achieved. The total cost of the risk reduction should be compared to the benefit of Green Earth Logistics, the impact on operations and overall capability. Risk reduction and increased safety margins will always be Green Earth Logistics' Highest priority.

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Our overall aim will be to reduce risks to as low as reasonably practicable. This concept is useful during the assessment of risk and subsequent treatment options, ALARP - that is; As Low As Reasonably Practicable is illustrated below.



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Risk Assessment Worksheet

Task / Plant / Equipment Being Assessed	Vehicle Operations	RA No	RA001	Date	1/02/2023
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People at Risk	Worker	Yes	Contractor	Yes	Visitor	No	Customer	Yes
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Additional Training Requirements	CoR Compliance, Tasking and Operational Risk
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Legislation / Standards	HVNL + WHSE
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RA Conducted By	Compliance Team	Consulted With	GM
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No.	Identified Hazards	Workers Affected Potential Outcome	Existing Controls	Severity	Likelihood	Treated Risk Rating	Additional Controls/Procedures/Guidance/Training	Reviewed
1	<ul style="list-style-type: none"> Inadequate Cor Policy Inadequate staff training CoR Breaches 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Extensive policy developed including: <ul style="list-style-type: none"> CoR Policy WHS Policy Contractor Policy Mobile Phone Policy Drug and Alcohol Policy Employee CoR Training Contractor information review/audit 	3	2	6	<ul style="list-style-type: none"> Training commenced on developed policy and procedure. Workers have attended training and completed competency-based questions, and records are kept of workers passing criteria. Training needs analysis developed Training refresher ongoing Targeted toolbox training applied Ongoing worker training Ongoing contractor engagement to CoR principles and legislation 	1/02/2023

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2	<ul style="list-style-type: none"> Incident procedures resulting root cause analysis breach of subsequent policy 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Incident procedures developed/applied in CoRGuard All policy and vendor agreements clearly articulate incident will be formally investigated. Policy and vendor agreement articulates executive action that will occur Non-conformance investigated formally 	4	1	4	<ul style="list-style-type: none"> CoRGuard will provide full openness and transparency for external parties and regulators Ongoing worker training Ongoing contractor engagement to CoR principles and legislation Ongoing record keeping of Incidents 	1/02/2023
3	<ul style="list-style-type: none"> Drug and alcohol testing 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Drug Policy developed and being implemented into the workforce. Drug testing will be conducted post-incident, with reasonable suspicion and randomly by the contractor. Driver fitness for duty utilised by contractor 	5	2	10	<ul style="list-style-type: none"> Request data from contractors every 30 days. Police to provide contractor/Green Earth Logistics feedback post incident. 	1/02/2023
4	<ul style="list-style-type: none"> Pre-employment Pre-contractor engagement 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Pre-employment process captures qualifications. Pre-engagement of contractors captures compliance certificates Pre-engagement of contractors captures policy and procedures Pre-engagement of contractors captures compliance equipment used (GPS/EWD) 	5	2	10	<ul style="list-style-type: none"> Onboard contractor electronic workflow to manage and outline expectations of Green Earth Logistics Ongoing worker training Support ongoing contractor engagement to CoR principles and legislation 	1/02/2023

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5	<ul style="list-style-type: none"> Contractor Vehicle Fatigue afflicted 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers Consignees 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Licensed operators Pre-engagement of contractors captures compliance certificates (Fatigue) National heavy vehicle regulator Police force Australian Road Rules Seat belts GPS monitoring equipment Pre-contract review Contract agreement which does not encourage, reward or give incentives to the driver or other parties in the supply chain to breach any law. Safe journey plans . 	5	2	10	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Chain of Responsibility Training Record of CoR breaches Record of WHSE Incident Monthly review/update with vendor (Green Earth Logistics) Contractor workers fitness for duty declaration Annual contractor review Ongoing worker training Support ongoing contractor engagement to CoR principles and legislation 	1/02/2023
6	<ul style="list-style-type: none"> Contractor Vehicle Speeding 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers Consignees 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Licensed operators GPS Tracking installed into vehicles Operator notified by alerts Safe journey plans Live monitoring occurs National heavy vehicle regulator Police force Australian Road Rules Seat belts 	5	2	10	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Chain of Responsibility Training Policy and training to be reviewed annually Speed breaches communicated to Green Earth Logistics Annual contractor review Record of CoR breaches Record of WHSE Incident Monthly review/update with vendor (Green Earth Logistics) Ongoing worker training Support ongoing contractor engagement to CoR principles and legislation 	1/02/2023

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7	<ul style="list-style-type: none"> Vehicle overloading Load not positioned properly Vehicle Not fit for use 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers Consignees 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Pre-engagement of contractors captures compliance certificates (Mass) Green Earth Logistics journey plans Green Earth Logistics vetting of vehicle mass Green Earth Logistics vetting of consignment mass National heavy vehicle regulator Police force Australian Road Rules Seat belts 	4	2	8	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Chain of Responsibility Training Record of CoR breaches Record of WHSE Incident Monthly review/update with vendor (Green Earth Logistics) Annual contractor review Ongoing worker training Support ongoing contractor engagement to CoR principles and legislation 	1/02/2023
8	<ul style="list-style-type: none"> Vehicle load over dimension Poor planning/infrastructure damage 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers Consignees 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Pre-engagement of contractors captures compliance certificates (Mass) Green Earth Logistics journey plans Green Earth Logistics vetting of vehicle size/dimensions Green Earth Logistics vetting of consignment dimensions National heavy vehicle regulator Police force Australian Road Rules Seat belts 	4	2	8	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Chain of Responsibility Training Record of CoR breaches Record of WHSE Incident Monthly review/update with vendor (Green Earth Logistics) Annual contractor review Ongoing worker training Support ongoing contractor engagement to CoR principles and legislation 	1/02/2023
9	<ul style="list-style-type: none"> Dangerous driving conditions. 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers Consignees 	<ul style="list-style-type: none"> Pre-engagement of contractors outlines Green Earth Logistics safety expectations Contract agreement which does not encourage, reward or give incentives to the driver or other parties in the supply chain to breach any law. Safe journey plans 	3	1	3	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Workplace Health & Safety Policy Record of WHSE Incident Contractor permitted to cease operations due to danger. Ongoing worker training Support ongoing contractor engagement to CoR principles and legislation 	1/02/2023

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10	<ul style="list-style-type: none"> Distraction through Mobile Phone Use 	<ul style="list-style-type: none"> Operator/contractors Schedulers Consignors Drivers Workers Consignees 	<ul style="list-style-type: none"> Licensed operators Pre-contract review National heavy vehicle regulator Police force Australian Road Rules Seat belts Pre-engagement of contractors outlines Green Earth Logistics safety expectations (Mobile phone use) Contract agreement which does not encourage, reward or give incentives to the driver or other parties in the supply chain to breach any law. Police to provide contractor/Green Earth Logistics feedback post incident. 	4	1	4	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Chain of Responsibility Training Record of CoR breaches Record of WHSE Incident Monthly review/update with vendor (Green Earth Logistics) Contractor workers fitness for duty declaration Annual contractor review Support ongoing contractor engagement to CoR principles and legislation Policy and training to be reviewed annually Contractor permitted to cease operations due to danger. Targeted toolbox training applied Ongoing record keeping of Incidents Request data from contractors each 30 days. CoRGuard implemented onboarding 	1/02/2023
11	<ul style="list-style-type: none"> Third party does not understand they are a party 	<ul style="list-style-type: none"> Drivers Operator/contractors Consignors 	<ul style="list-style-type: none"> National heavy vehicle regulator Police force Australian Road Rules 	4	1	4	<ul style="list-style-type: none"> Chain of Responsibility Policy Support ongoing contractor engagement to CoR principles and legislation Contractor permitted to cease operations due to danger. 	1/02/2023

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12	<ul style="list-style-type: none"> Vehicle standards 	<ul style="list-style-type: none"> Operator Drivers Consignor Consignee 	<ul style="list-style-type: none"> National heavy vehicle regulator Police force Australian Road Rules Pre-contract review Pre-engagement of contractors outlines Green Earth Logistics safety expectations 	4	1	4	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Monthly review/update with vendor (Green Earth Logistics) Support ongoing contractor engagement to CoR principles and legislation Policy and training to be reviewed annually Contractor permitted to cease operations due to danger. Record of CoR breaches Record of WHSE Incident 	1/02/2023
13	<ul style="list-style-type: none"> Vehicles not registered 	<ul style="list-style-type: none"> Operator Drivers Consignor Consignee 	<ul style="list-style-type: none"> National heavy vehicle regulator Police force Australian Road Rules Pre-engagement of contractors outlines Green Earth Logistics safety expectations 	4	1	4	<ul style="list-style-type: none"> Immediately inform Green Earth Logistics Chain of Responsibility Policy Workplace Health & Safety Policy Record of CoR breaches Record of WHSE Incident Monthly review/update with vendor (Green Earth Logistics) Contractor workers fitness for duty declaration Annual contractor review Support ongoing contractor engagement to CoR principles and legislation Policy and training to be reviewed annually Contractor permitted to cease operations due to danger. Maez to support ongoing record keeping of Incidents Request data from contractors each 30 days. CoRGuard implemented onboarding 	1/02/2023

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