



UNISAFE TIP OF THE WEEK #7

Review of Controls

UniSafe Tip of the Week #6 briefly touched on the Review of Controls (RoCs).

So far – out of 132 incidents in UniSafe – we have had 13 Full investigations and 9 RoCs. Of the 13 Full Investigations 6 of the hazard management outcomes were a RoCs. So it's important we understand what a review of controls involves.

A review of controls is an analysis of whether the controls themselves are effective. To be effective they need to be appropriately implemented, and when implemented they should prevent injury. Therefore a review of controls should involve:

Step 1: Examine the current risk assessment and any associated SOPs. Given the task/activity being performed

- What instruction and/or training was required
- Identify the controls that should have been in place

Step 2: Attend the scene and inspect the area and interview staff and others involved (as appropriate)

- Look at local records to verify any required instruction and training was undertaken (the control was in place)
- Gather evidence (photos/interviews) that any required controls were understood by workers and in place.

Step 3: Determine if

- Risk assessment correctly identified and assessed the risk of the hazard
- Appropriate controls were in place
- The documented controls should have been effective in preventing an injury

It is possible and likely that your answers to the questions in Step 3 will determine if this incident required a full investigation. For example if documented controls were not implemented then you need to consider what factors led to that so that appropriate actions can be taken and the factors recorded.

A picture tells a thousand words

What if the person reporting the incident/issue does not include a photo?

As a HSWO this will make it hard

- to get the full context of the hazard or incident
- make any assessment of your own based on the description they have provided
- identify the exact location of what they are talking about if they have not been specific
- for others in the Community of Practice to be quickly understand the issues that led to the incident report.

The best way to solve this problem is when you attend the scene, take a photo yourself and upload it.

Take lots of photo's. It will save you time describing things later in UniSafe.

