

HAZARD IDENTIFICATION METHODS

Physical inspections

A physical inspection involves the inspection of the work place to identify hazards and potential hazards in each area of operation.

Task analysis

Task analysis involves looking at the tasks in each job and observing the actions of the employees and identifies hazards associated with the job.

Process analysis

Process analysis involves following the production process from start to finish and identifying hazards.

Accident investigation details

Accident investigation details involve investigating an accident identifying the cause and associated hazards.

Visitor suggestions

A visitor suggestion is when a visitor may clearly see a hazard whilst on site that has not yet been reported.

Hazards shall be listed in the Hazard Register held by the Responsible Person.

Resources you can utilise in your risk assessments:

Hazard	Resource	Source from
Chemicals	Material Safety Data Sheet (MSDS)	Manufacturer / Supplier
Machinery/ Equipment	Operators Manual	Manufacturer / Supplier
	Codes of Practice	WorkSafe
	Staff knowledge	Competent employees