NEW - OHS Risk Management Procedure

The purpose of this memo is to provide you with a summary of the major changes.

Background
After an extensive consultation period a new OHS Risk Management Procedure has been published on the PPL 2.30.01b Occupational Health and Safety Risk Management - Procedure. Consultation involved the review of several versions after feedback from WHSCs, scenario analysis by a project group and collaboration with the Governance and Risk Division. The revised procedure is now aligned with UQ Enterprise Risk Management Framework and the Risk Management Standard (AS/NZS ISO 31000:2009).

The new procedure provides the process for managing OHS risk at the corporate and operational levels and the interrelated system: UQSafe – Risk. The procedure does not provide a ‘How to Guide for UQSafe – Risk”. If you require guidance on completing a risk assessment refer to the tutorial videos on the Risk Management web page.

Major changes:

The OHS Risk Matrix (figure 2) has been aligned with the Enterprise Risk Matrix. Changes include:

- Highest consequence = Critical
- Consequence definitions
- Number of Low and Medium levels
- Colour of risk levels

OHS Risk Evaluation Criteria has been developed, outlining:

- Risk level acceptability
- Immediate action required
- Risk treatment priority
- Oversight / reporting levels
- Formal review periods

The new procedure also provides you with descriptions for the qualitative scales of Consequence and Likelihood (Table 1).

How this impacts you:

The change to the OHS Risk Matrix in the database has retrospectively changed all existing risk assessments. It is highly recommended that you review your existing risk assessments to ensure any changes to the assessed level of risk are appropriate. Risk assessments will remain approved unless you edit or formally review them.

Please note: The automatic pop up message in the Information box (on the left) now displays the Immediate Actions Required from Table 2: OHS Risk Evaluation Criteria.

If you have any queries, please contact the OHS Division ohs@uq.edu.au.

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