Implementation of a new OHS Risk management database: UQSafe-Risk – Communiqué 6

Background
The purpose of this memo is to provide you with an update on the implementation of the new UQ OHS risk management database, known as UQSafe-Risk. UQSafe-Risk is now ready to go and new risk assessments can now be undertaken on the new system!

Update
You will be aware that UQ is presently transitioning to a new OHS risk management database – UQSafe-Risk. The database has been in “pilot phase” with a number of groups across UQ for the last five or so months. There are now over 500 risk assessments on the new database.

The OHS Division has revised its Risk Management web page to provide all relevant information regarding the new database, UQSafe-Risk. This includes:

- Access to the actual database;
- Instructional videos and guides on how to use the database;
- All previous communiqués regarding the rationale for moving to a new system and the process of its implementation;
- A range of frequently asked questions (that will be added to over time);
- Current business rules for the database;
- Guidelines on various issues such as guidance on when to carry out a risk assessment and how to audit or review a risk assessment;
- A range of materials on risk management in general e.g. links to UQ training materials, the relevant code of practice

You can access UQSafe-Risk through the link below. You can also access it through the Risk Management icon on the OHS Division home page.


All new risk assessments must be completed in the new system from the beginning of April 2017. However, the system is ready now and new risk assessments may be undertaken on UQRisk-Safe now. Short tutorial video clips and written instructional material are available on the site. OHS Managers and WHSCs, plus the OHS Division, are available to assist with advice where necessary.

Any modification to an existing risk assessment (e.g. adding new risk scenarios or controls, new staff to be added to a risk assessment, changing a risk rating etc.) should be completed in the new system from now. The transition period to the new system is planned to occur over nearly two years. In early January 2019 the current risk assessment database will be archived for record keeping purposes. By this date, all active risk assessments will need to have been transitioned into the new UQSafe-Risk system.

If you have any queries, please contact your local OHS Manager or WHSC, or the Project Manager – Amanda Jones ohs@uq.edu.au.

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