

- ensure that the business or undertaking has and uses appropriate resources and processes to eliminate or minimise risks to health and safety.*

A person can have more than one duty and more than one person can have the same duty at the same time.

1.2 The meaning of key terms

Hazard means a situation or thing that has the potential to harm a person. Hazards at work may include: noisy machinery, a moving forklift, chemicals, electricity, working at heights, a repetitive job, bullying and violence at the workplace.

Risk is the possibility that harm (death, injury or illness) might occur when exposed to a hazard.

Risk control means taking action to eliminate health and safety risks so far as is reasonably practicable, and if that is not possible, minimising the risks so far as is reasonably practicable. Eliminating a hazard will also eliminate any risks associated with that hazard.

1.3 What is involved in managing risks?

Management commitment

Effective risk management starts with a commitment to health and safety from those who operate and manage the business or undertaking. You also need the involvement and cooperation of your workers, and if you show your workers that you are serious about health and safety they are more likely to follow your lead.

To demonstrate your commitment, you should:

- get involved in health and safety issues*
- invest time and money in health and safety*
- ensure health and safety responsibilities are clearly understood.*

Safe Work Australia 2011