CONVOY
TRANSPORT

CONVOY TRANSPORT PTY LTD

Occupational Health and Safety

Amendment Record	Hierarchy of Controls Policy	Issue #: 1	Revision #: 0
	Reviewed by: Jason Haywood Managing Director	Approved by: Jason Haywood Managing Director	

Hierarchy of Controls Policy

Purpose:

The purpose of this policy is to define and communicate the need to provide a systematic approach to eliminating hazards, and control OHS risks. This procedure applies to all OHS activities across all operational areas of Convoy Transport Pty Ltd business.

Policy:

Convoy Transport Pty Ltd commits to using a hierarch of controls when determining OHS requirements. This hierarchy will be used when determining prevention and control measures or considering changes to existing controls.

Consideration will be given to reducing the risks according to the following hierarchy:

- Manage risk;
    - Elimination of risk being the first option investigated and instigated for a control action;
    - Where risk cannot be eliminated, it will be minimised so far as is reasonably practicable;
- Implement risk controls;
    - Secondary to Elimination, selection of controls will follow a hierarchy;
        - Substitution with less hazardous options;
        - Isolate persons from the hazards;
        - Use of engineering controls;
    - Where risk still remains;
        - Implement administrative controls;
    - Where risk still remains;
        - Use of Personal Protective Equipment;
    - Any one or combination of these controls will be used as appropriate;
- All controls must be fit for purpose, suitable for the nature and duration of task and installed, set-up and used correctly;
- Risk controls will be reviewed whenever;
    - Control is no longer effective;
    - Before any change likely to introduce new or different hazards that current controls will not adequately address;
    - A new hazard or risk is identified;

- Results of consultation indicate a review is needed; and
- Where requested by workers or Health and Safety Representative.

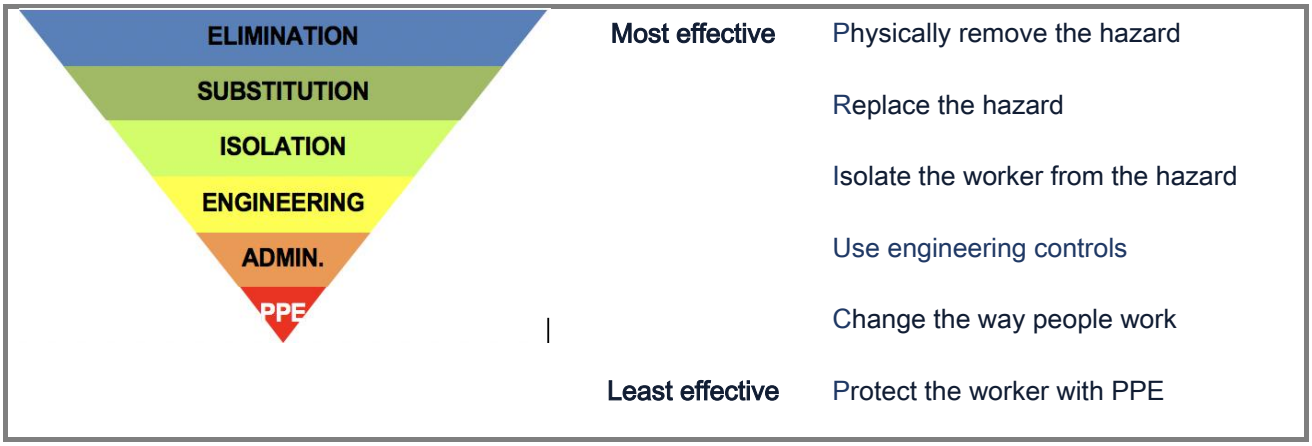

Figure 4. Hierarchy of Controls Flow Chart