

THENJIWE SUPPLIES & REPAIRS

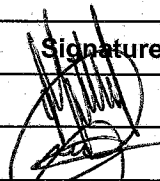
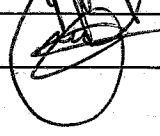
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RISK ASSESSMENT MONITOR AND REVIEW PROCEDURE



THENJIWE
SUPPLIES & REPAIRS

RISK ASSESSMENT MONITOR AND REVIEW PROCEDURE

	Position / Name	Signature	Date
Compiled By	MSHEQ		4/12/18
Approved By	Martin du Plessis		4/12/18

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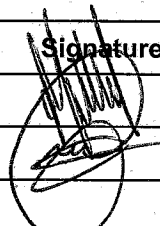

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RISK ASSESSMENT MONITOR AND REVIEW PROCEDURE

1. PURPOSE

The purpose of this document is to control all risks encountered within THENJIWE SUPPLIES & REPAIRS in order to prevent any accidents / incidents from occurring and when an incident has occurred to minimise the injuries / damage and to put alternative measures in place to prevent similar accident / incidents from occurring.

2. SCOPE

This document applies to all operation within THENJIWE SUPPLIES & REPAIRS.

3. EXEMPTIONS

No exemptions shall be accepted apart from working on clients Risk assessment methodology.

4. RESPONSIBILITIES & IMPLEMENTATION

Management

Management is responsible to ensure that the safety, health and environment of employees are taken into consideration in all operations by identifying a risk assessment team to conduct risk assessment. From the risk assessment management must conduct PTO at regular intervals to ensure compliance and efficiency of employees and the risk assessments.

Risk Assessment Team

Risk assessment teams responsibility is to ensure they evaluate all risk associated with the operations within THENJIWE SUPPLIES & REPAIRS.

5. ABBREVIATIONS

Not applicable.

6. DEFINITIONS

PTO

Planned Task Observation

HSE

Health, Safety and Environment

7. GENERAL

Not applicable.

8. PROCEDURE

8.1 Risk Assessment Monitoring

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- The effectiveness of risk assessments shall be monitored with effective communication to the employees after it has been reviewed by the Risk Assessment Team of each Site.
- The effective monitoring of the risk assessment shall be done via PTO done on new employees, monotonous work activities, high risk activities (as identified by the Baseline Risk assessment), when accidents / incidents occurred.
- Risk assessments shall be monitored when changes occurred in the supervision, schedules, work processes and information changes. Risk assessments shall then first be reviewed and then the information changes shall be communicated to the employees.
- Risk assessments shall be monitored to ensure the risk assessment remains effective and functional for the tasks and to indicate where specialist or different training requirements are identified as a result from the PTO.

8.2 Risk Assessment Review

- Risk assessments shall be reviewed monthly by the HSE Committee in the monthly HSE committee meeting.
- After an Accident / incident occurred,
- Risk assessments shall be reviewed when changes occur in the supervision, schedules, work processes and information changes.
- Temporary changes shall be done on in the form of a daily safety task analysis and the information shall be communicated to the employees before the task is conducted.
- Risk assessments shall further be reviewed when there is an indication that the work procedures or current risk assessment is not sufficient to ensure the safety of the employees who is performing the task or persons who is affected by the work activities conducted.

9. RECORDS

Not applicable.

10. REFERENCE

Occupational Health and Safety Act 85 of 1993

11. SUPPORTING DOCUMENTS

Not applicable.

12. APPENDICES

Not applicable.