# Managing Critical Risks

## [1.0 Purpose](#_1.0_Purpose)

## [2.0 Scope](#_2.0_Scope)

## 3.0 Standard

## 3.1 [Identifying Critical Risks, Critical Controls and Critical Control Effectiveness Reporting](#_3.1_Identifying_Critical) | 3.2 [Management Review of Critical Controls Effectiveness](#_3.2_Management_Review)

## [4.0 Definitions](#_4.0_Roles,_responsibilities)

## [5.0 Information](#_6.0_Information)

## [6.0 Related policy documents and supporting documents](#_7.0_Related_Policy)

## 1.0 Purpose

This standard outlines the mandatory requirements for managing critical risks at Griffith University. This standard aims to minimise risks to personnel and ensure continuing legislative compliance.

## 2.0 Scope

This standard applies to all staff, students, contractors, and other relevant personnel in management roles and engaged by Griffith University to undertake their work, research or study.

## 3.0 Standard

### 3.1 Identifying Critical Risks, Critical Controls and Critical Control Effectiveness Reporting

Management must:

* review all hazards and risks associated with those hazards and identify if any are critical risks
* appoint a Critical Risk Owner for each critical risk
* undertake a Critical Risk Bowtie workshop and determine the initiating event, preventative and mitigative controls
* identify which of the controls are critical
* establish Critical Control Verification checks for those critical controls
* report routinely to Health, Safety and Wellbeing (HSW) Committees on the effectiveness of the critical controls
* cease operations, immediately notify relevant stakeholders and establish a remediation plan where critical controls have been deemed ineffective
* prioritise the management of critical risks above all other HSW risks.

### 3.2 Management Review of Critical Controls Effectiveness

Management must:

* table all identified critical risks and their associated critical controls with a report on the critical control effectiveness at the Group/Element Tier 2 HSW Committee and the University Tier 1 HSW Committee
* review the Critical Controls Effectiveness report and determine if action is required.

## 4.0 Definitions

**Bowtie model** refers to a diagram that shows initiating events, the critical risk incident, preventative **c**ontrols and mitigative controls. The most probable result of the potential incident or risk event.

**Critical control** refers to a control that if not present and effective could result in the critical risk crystallising.

**Critical risk** refers to a risk that if crystalised would result in fatality, permanent injury, or material environmental harm.

**Initiating event** refers to the minimum combination of failures to start a critical risk event.

**Management** refers to any leader or supervisor organising work and / or supervising staff.

## 5.0 Information

|  |  |
| --- | --- |
| Title | Managing Critical Risks Standard |
| Document number | 2023/0001241 |
| Purpose | This standard outlines the mandatory requirements for managing critical risks at Griffith University. This standard aims to minimise risks to personnel and ensure continuing legislative compliance. |
| Audience | Staff |
| Category | Operational |
| Subcategory | Safety |
| UN Sustainable Development Goals (SDGs) | This document aligns with Sustainable Development Goal:3: Good Health and Well-Being |
| Approval date | 18 December 2023 |
| Effective date | 18 December 2023 |
| Review date | 18 December 2028 |
| Policy advisor | Associate Director, H&S Standards and Assurance |
| Approving authority | Director, Health and Safety |

## 6.0 Related Policy Documents and Supporting Documents

|  |  |
| --- | --- |
| Legislation | [*Work Health and Safety Act 2011* (Qld)](https://www.legislation.qld.gov.au/view/pdf/inforce/current/act-2011-018)[*AS/NZS ISO 45001: Occupational health and safety management systems – Requirements with guidance and use*](https://www.iso.org/standard/63787.html)[*AS/NZS ISO 45003 Occupational health and safety management — Psychological health and safety at work — Guidelines for managing psychosocial risks*](https://www.iso.org/standard/64283.html) [*Managing the risk of psychosocial hazards at work Code of Practice 2022* (Qld)](https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice/managing-the-risk-of-psychosocial-hazards-at-work-code-of-practice-2022) |
| Policy | [Health, Safety and Wellbeing Policy](https://sharepointpubstor.blob.core.windows.net/policylibrary-prod/Health%20Safety%20and%20Wellbeing%20Policy.pdf) |
| Procedures | N/A |
| Local Protocol | N/A |
| Forms | N/A |