



We respect hazards

- We improve our understanding of process safety hazards at our location and our roles in controlling them.
- We are vigilant about the potential impacts of uncontrolled process safety hazards.
- We discuss process safety hazards before starting a task.
- We bring forward process safety hazards to be included in activity risk assessments.

Incident investigations identify lack of hazard awareness as an underlying cause of many process safety events.

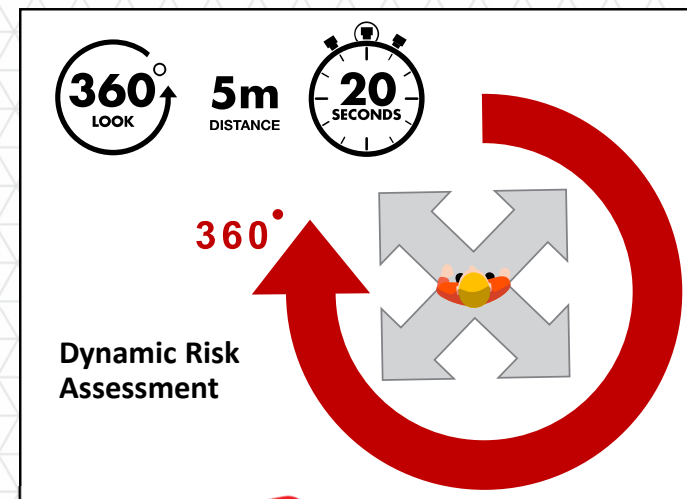
It is important that we understand the process safety hazards here and be aware of the harm they could cause if we lost control of them.

There are several tools we can use to identify and communicate hazards.

STEP CHANGE IN SAFETY		RISK ASSESSMENT	
WHEN Date / Time			
WHO Assessed By: Name & Department			
WHERE Location			
Procedure			
Project / Task			
Reference Number			
DESCRIPTION OF TASK			
WORKPLACE HAZARD(S) and other factors involved			
Major Accident	Pressure	Temperature	Mechanical
Sound	Chemical	Biological	Radiation
Gravity	Environment	Safety Systems	Human Factors
Other:			

STEP CHANGE IN SAFETY		TOOLBOX TALK FORM	
DELIVERY OF TALK TIPS:			
<ul style="list-style-type: none">• Keep it interactive and ensure you engage with the team• Ask relevant and open questions to confirm understanding with team• Keep it relevant to the task and do not get distracted• Conduct the TBT at or near the workplace where conditions allow learning and understanding• Prompts shown are examples of discussion points			
WHEN Date / shift		DOCUMENTATION AVAILABLE:	N/A
WHERE Location		Procedure / Task Instruction	<input type="checkbox"/>
Project / Task		Risk Assessment	<input type="checkbox"/>
Reference Number		Permit to Work	<input type="checkbox"/>
		Lessons Learned	<input type="checkbox"/>
<input type="checkbox"/> WHAT			
- Task and task steps?			
- Who is responsible for what?			
- Any previous experience?			
- What are the main hazards?			
- Tasks not permitted / job limits?			
Explain the work / tasks - what are we going to do?			
HAZARDS and other factors			
Major Accident	Pressure	Temperature	Mechanical
Sound	Chemical	Biological	Radiation
Gravity	Environment	Safety Systems	Human Factors
Other:			
APPLICABLE LIFE SAVING RULES			
Responsible Safety Leadership	Controlled Space	Working	Energy Isolation
Hot Work	Use of Fire	Safe Mechanical Lifting	Work Authorization
Working at Height	Other	Other	Other

Templates shown are from the **Safe Working Essentials Toolkit** – a suite of tools covering the control of work elements.



DISCUSS

- What process safety hazards impact your daily operations?
- How do you improve process safety hazard awareness and what is your role in controlling them?
- How do you identify and discuss process safety hazards before starting a task?

PROCESS SAFETY
FUNDAMENTALS



SAFETY MOMENT

**STEP CHANGE
IN SAFETY**