

Tourist & Heritage Risk management workshop 2019

What's already available?

- Guideline: Small Isolated Line Heritage Operators
- Guideline: Preparation of a Rail Safety Management System
- Fact Sheet: Duties of Rail Safety Workers
- Fact Sheet – Assessment of rail safety worker competence



Fundamentals

- Co-regulation
- SFAIRP
- Scope & Nature
- Scalability



Safety Management System



Element 1 – Safety policy

Element 2 – Safety culture

Element 3 – Governance and internal control arrangements

Element 4 – Management responsibilities, accountabilities and authorities

Security Management Plan

Element 5 – Regulatory compliance

Element 6 – Document control arrangements and information management

Emergency Management Plan

Element 8 – Safety performance measures

Element 7 – Review of the safety management system

D&A Management Plan

Element 9 – Safety audit arrangements

Element 11 – Management of change

Element 10 – Corrective action

Health & Fitness Management plan

Element 12 – Consultation

Element 13 – Internal communication

Element 14 – Training and instruction

Element 15 – Risk management

Element 16 – Human factors

Element 17 – Procurement and contract management

Element 18 – General engineering and operational systems safety requirements

Element 19 – Process control

Element 21 – Safety interface coordination

Element 20 – Asset management

Element 22 – Management of notifiable occurrences

Element 24 – Security management

Fatigue Management Plan

Element 23 – Rail safety worker competence

Element 25 – Emergency management

Element 26 – Health and fitness

Element 27 – Drugs and alcohol

Element 28 – Fatigue risk management

Element 29 – Resource availability

Risk Management

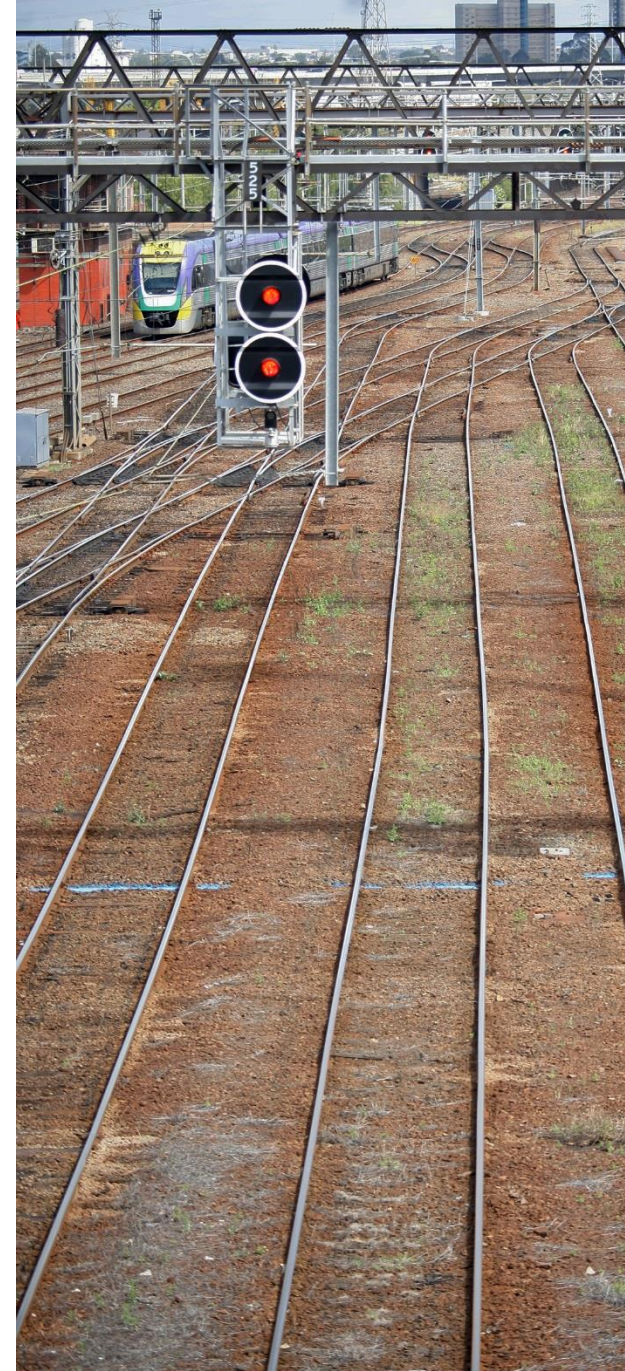
Difference between hazard and risk

Hazard

Source of potential harm: A situation, activity, condition or source that has the potential to lead to negative consequences, harm or loss.

Risk

Risk is defined as the possibility of suffering harm or loss and thus having an adverse or negative impact on objectives



Identify safety risks

Assess each risk

Specify controls to be used to manage the risks

Document

Monitor and review risks & controls

Risk Register

- What information does it need to include?
- Who's responsible for development
- Have you been involved in development of a risk register?



Risk Register

| Inherent risk | | | | | | |
|---------------|---|-------|---|--|---------------------------------------|-------|
| Risk ID | Risk description | Cause | Consequence | Likelihood | Risk Ranking | Owner |
| | There is a risk that ... If this happens ... | | Catastrophic Major Moderate Minor Insignificant | Almost Certain Likely Possible Unlikely Rare | Catastrophic High Medium Low | |

Example only

Risk Matrix

| | | Consequences | | | | |
|------------|---|---|--|---|--|--|
| | | Insignificant (1) No injuries / minimal financial loss | Minor (2) First aid treatment / medium financial loss | Moderate (3) Medical treatment / high financial loss | Major (4) Hospitalable / large financial loss | Catastrophic (5) Death / massive financial loss |
| Likelihood | Almost Certain (5) Often occurs / once a week | Moderate (5) | High (10) | High (15) | Catastrophic (20) | Catastrophic (25) |
| | Likely (4) Could easily happen / once a month | Moderate (4) | Moderate (8) | High (12) | Catastrophic (16) | Catastrophic (20) |
| | Possible (3) Could happen or known it to happen / once a year | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| | Unlikely (2) Hasn't happened yet but could / once every 10 years | Low (2) | Moderate (4) | Moderate (6) | Moderate (8) | High (10) |
| | Rare (1) Conceivable but only on extreme circumstances / once in 100 years | Low (1) | Low (2) | Low (3) | Moderate (4) | Moderate (5) |

Risk Register

| Inherent risk | | | | | | | Current risk | | | | |
|---------------|---|-------|---|--|---------------------------------------|-------|---|---|--|---------------------------------------|----------------|
| Risk ID | Risk description | Cause | Consequence | Likelihood | Risk Ranking | Owner | Existing Controls | Consequence | Likelihood | Risk Ranking | Status |
| | There is a risk that .. If this happens .. | | Catastrophic Major Moderate Minor Insignificant | Almost Certain Likely Possible Unlikely Rare | Catastrophic High Medium Low | | <p>Action that can be taken to eliminate the risk SFAIRP.</p> <p>Keep a record of controls that were considered by rejected & why</p> | Catastrophic Major Moderate Minor Insignificant | Almost Certain Likely Possible Unlikely Rare | Catastrophic High Medium Low | Open Closed |

Example only

Group Activity Scenarios

Risk Registers developed for the following:

1. A local resident would like to volunteer with your organisation. The volunteer would like to work in the workshop, and operate the locomotive.
2. The organisations has a single member acting as Treasurer. No one else has access to the company funds, or the associated trust.
3. A 35km track has a level crossing that crosses a frequently used road. This level crossing has road signs indicating a crossing ahead, but does not have any signals or boom.



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Questions