

	Risk Assessment Standard Work Procedure	Reviewed: November 2024	Page 1 of 1
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Purpose

To provide a clear outline of Electrical Group Training's (EGT) process regarding apprentice risk assessments and hazard identification.

Work Health and Safety Act 2020, Section 28

To ensure compliance with the current Work Health and Safety Act 2020, Section 28 (detailed below) legislation regarding assessment of risk, EGT and its apprentices shall ensure the following duties of care are applied:

28. Duties of workers

While at work, a worker must —

- (a) take reasonable care for the worker's own health and safety; and
- (b) take reasonable care that the worker's acts or omissions do not adversely affect the health and safety of other persons; and
- (c) comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act; and
- (d) cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

Risk Assessment Process

EGT shall ensure compliance through the conduction of Host Employer Safety Assessments for each Host before the initial commencement of a placement of EGT Apprentice/s and then, as a minimum, on an annual basis for as long as the host continues to take or train or host EGT Apprentices.

Every EGT apprentice is expected to complete risk assessments and hazard observation forms as per their training during the induction process.

Adherence to the risk assessment and hazard identification process will be monitored by the Field Officers through the apprentice visits that occur as a minimum each 3 months.

Reference Documents

- Host Employer Agreement
- Further guidance on Risk Assessment is available in the SAI Global Australian Standard Document AS/NZS ISO 31000:2018 Risk Management - Guidelines.