



# **JustAutomotive** recruitment

Just Automotive Recruitment Risk Management Policy		
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## **INTRODUCTION**

Risk is inherent in all workplaces. All Just Automotive Recruitment employees are responsible for managing the risks that relate to their particular area of work. Risks should be managed in a way that derives the best outcomes for Just Automotive Recruitment and its stakeholders.

## **POLICY**

The following structure for risk management will apply:

- Where specific Regulations require certain controls, Just Automotive Recruitment will ensure compliance with those matters

In consultation with relevant persons

- *Hazard Identification:* identify reasonably foreseeable hazards that may pose risks to health and safety
- *Risk Management:* Where risk cannot be eliminated, it will be minimised so far as is reasonably practicable
- *Risk Evaluation:* Compare estimated levels of risk against pre-established criteria (such as a risk matrix) and consider the balance between potential benefits and adverse outcomes
- *Implement Risk Controls:* Selection of controls will follow a hierarchy:
  - Substitution with less hazardous options
  - Isolate persons from the hazards
  - Use of engineering controls
- Where risk still remains:
  - Implement administrative controls
  - Use Personal Protective Equipment

- Any one or combination of these controls will be used as appropriate.
- All controls must be fit for purpose, suitable for the nature and duration of task and installed, set-up and used correctly
- Risk controls will be reviewed whenever:
  - Control is no longer effective
- Before any change likely to introduce new or different hazards that current controls will not adequately address:
  - A new hazard or risk is identified
  - Results of consultation indicate a review is needed
  - Where requested by employees

Just Automotive Recruitment seeks the co-operation, commitment and support of all employees who are involved with the activities of Just Automotive Recruitment in achieving and maintaining a safe working environment.

For further information on Just Automotive Recruitments Risk Management Policy, please contact [donna@justautomotiverecruitment.com.au](mailto:donna@justautomotiverecruitment.com.au)

**References:**

WHS Accident Compensation Legislation  
WHS Act and Regulations 2011