

STOP > THINK > IDENTIFY > PLAN > PROCEED

Date:

18/01/2021

Time:

10:00 am

AM/PM

Job Location:

Dendro

Name(s):

Thomas Doyle

STOP - WHAT TASK AM I ABOUT TO CONDUCT

Office duties

THINK

Am I competent and authorised to conduct the task?

☒ YES

☐ NO

Has an equipment pre-use check been completed?

☒ YES

☐ NO

☐ N/A

Do I need to isolate?

☐ YES

☒ NO

Do I have the correct permit?

☒ YES

☐ NO

☐ N/A

For any **RED** answer, ensure that action is taken to rectify or complete.

Where is my escape route/lifeline/assembly point?

IDENTIFY - WHAT CAN GO WRONG - Identify the hazards associated to the task

COVID 19

PLAN - WHAT WILL I IMPLEMENT TO CONTROL THE RISKS - Implement controls

wipe desks down

PROCEED - HAVE I CONTROLLED THE RISKS

☒ YES - PROCEED

☐ NO - REVIEW

STOP THE JOB IF THE HAZARDS CANNOT BE ADEQUATELY CONTROLLED AND CONTACT YOUR SUPERVISOR.