**Leading Indicator:**

Planning and Prevention

* Remove high risk processes/substances/activities completely from the start
* Substitute with less hazardous processes/substances/activities where elimination isn’t feasible
* Plan hazardous work activities so they minimise impact on other working groups
* Involve specialist expertise to advise during the planning/design process

Eliminate and minimise risks to

health early on: design and plan

them out wherever possible.

**Company/Project/Site Name:**

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| Question | Evidence  The wording below is given as a guide only: delete and replace with details of your own evidence when using this tool. | | Score |
| Are high risk processes / substances / activities reviewed and removed at the design stage? | *Worker health protection included in planning stage. High risk activities are identified so that they can be avoided completely e.g. off site pre-fabrication of high noise processes or one that generates lots of hazardous dust or fumes.* | | 0 |
|  |  | |  |
| Are substances / processes substituted for less hazardous ones at the planning stage? | *Substances and processes reviewed at the planning stage so lower risk alternatives can be chosen e.g. selection of chemicals which do not cause serious breathing problems e.g. asthma, selection of process and tools which have lower vibration.* | | 0 |
|  |  | |  |
| Are high risk activities / processes identified and listed? | *List generated of high risk activities or chemicals. List is communicated and shared so everyone makes an effort to avoid their use. List could even be included in contractual agreements.* | | 0 |
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| Is work planned / scheduled so that other workers are not exposure to hazardous agents when they are not directly involved with the activity? | *Where there may be a high risk of exposure from an activity e.g. noise and dust from concrete cutting, work is planned so other people do not have to work in this area at the same time.* | | 0 |
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| Are there regular meetings / reviews of work schedules to maintain segregation of high risk activities? | *Daily, weekly or monthly work reviews of high risk site activities to identify where they may be delayed / overrun. Other working groups may need to be rescheduled to avoid working alongside these high risk activities or additional WHP controls may be needed to protect them.* | | 0 |
|  |  | |  |
| Is there a suitable level of knowledge of WHP included at the planning & design stages? | *Specialists are available to help identify hazardous agents and WHP options at the planning stage.* | | 0 |
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| Total | | | |
| Other evidence of best practice: | | Score (points per question)  0 No  1 Yes but limited evidence / implementation  2 Yes good evidence and expectation generally met  3 Yes expectation met and examples of best practice | 0 |