

Appendix 1: Example hazard and risk register

Activity	Incident	Hazard(s)	INHERENT RISK			Control measures	RESIDUAL RISK		
			Consequence	Likelihood	Risk		Consequence	Likelihood	Risk
Detail activity undertaken at the unattended refuelling sites	Identify the credible incidents	List all the hazards presented from the activity/incident	Assess the consequence and likelihood of an incident for similar site in the network/industry without any control measures applied.	For each of the identified hazards list the corresponding control measure(s) being applied to either reduce its consequence and/or the likelihood. When applying control measures to address the hazard(s), the principles of <u>so far as is reasonably practicable</u> and the <u>Hierarchy of controls</u> should be applied.	With all the control measure being applied, reassess the consequence and likelihood of incident. Establish whether the Residual Risk Level is at an acceptable level for the activity to be undertaken				

Example of how the hazard and risk register is completed for an unattended refuelling site

Key to terms that could be used in register:

CONSEQUENCE	LIKELIHOOD	RISK
Minimal (Min)	Rare	Low
Moderate (Mod)	Unlikely	Medium (Med)
Major (Maj)	Possible (Pos)	Significant (Sig)
Catastrophic	Likely	High (Hi)

Activity	Incident	Hazard(s)	INHERENT RISK			Control measures	RESIDUAL RISK		
			Consequence	Likelihood	Risk		Consequence	Likelihood	Risk
Customer filling vehicle with petrol	Overfill <5L resulting in loss of containment	<ul style="list-style-type: none"> - Flammable fuel - small fire - Customer's clothes contaminated with fuel - Skin contact with petrol - Environmental contamination 	Mod	Pos	Sig	<ul style="list-style-type: none"> - Fuel nozzle back-pressure overfill preventer - Rubber cover on nozzle to minimise splashback - Removal of combustible items within hazardous zones - Fire extinguisher - 0800 Call Centre assistance - Forecourt drainage and interceptor 	Min	Pos	Med
	Overfill >5L resulting in loss of containment	<ul style="list-style-type: none"> - Flammable fuel - significant fire - Ignition of vehicles and adjacent combustible items - Customer's clothes contaminated with fuel - Skin contact with petrol - Environmental contamination 	Maj	Pos	Hi	<ul style="list-style-type: none"> - Fuel nozzle back-pressure overfill preventer - Rubber cover on nozzle to minimise splashback - Removal of combustible items within hazardous zones - Douse clothing with water - Fire extinguisher - Call 111 for FENZ - Availability of fuel company representative to respond - 0800 Call Centre assistance - Forecourt drainage and interceptor 	Maj	Rare	Sig
Customer filling vehicle with diesel	Overfill of fuel tank resulting in loss of containment	<ul style="list-style-type: none"> - Slippery forecourt - Environmental contamination 	Mod	Pos	Sig	<ul style="list-style-type: none"> - Fuel nozzle back-pressure overfill preventer - Regular cleaning of forecourt - Texture finish to forecourt - 0800 Call Centre assistance - Availability of fuel company representative to respond and apply spill absorption material - Forecourt drainage and interceptor - Daily inspection of forecourt by fuel company representative 	Mod	Rare	Med

Activity	Incident	Hazard(s)	INHERENT RISK			Control measures	RESIDUAL RISK		
			Consequence	Likelihood	Risk		Consequence	Likelihood	Risk
Customer incorrectly fills vehicle with incorrect fuel	Customer drains contents of fuel tank onto forecourt (5-60L)	<ul style="list-style-type: none"> - Flammable fuel - significant fire - Ignition of vehicles and adjacent combustible items - Environmental contamination - Flammable fuel flowing off site if action undertaken outside forecourt area - Slippery forecourt 	Maj	Pos	Hi	<ul style="list-style-type: none"> - Fire extinguisher - Call 111 for FENZ - Availability of fuel company representative to respond and apply spill absorption material - Removal of combustible items within hazardous zones - Forecourt drainage and interceptor - 0800 Call Centre assistance - Regular cleaning of forecourt - Texture finish to forecourt - Daily inspection of forecourt by fuel company representative - CCTV to assist with onsite assessment 	Maj	Rare	Sig