U C	Hazard Substance Risk A	ssessment			
On the Hon 1. Clicking comple 2. Click Assessr	ne Page: g on the Task will open it ready for tion. from the Hazardous Substance nent register to create a new entry	Risk /. Risk /. Risk I Busk Filter By Task Type I Busk I Busk Risk Filter By Task Type	QR Code extert action Expired, Expi * All *	<ul> <li>← Hazardous Substance Risk As ↑</li> <li>Q Search</li> <li>Arsnic</li> <li>Local: Chemical Storage Shed 1 x 100 Grams</li> <li>□ 16/08/21</li> <li>Q 16/08/21</li> </ul>	
3. The current Date will populate or come through from the web. ← Hazardous Substance Risk As ↑					
4. Select t	. Select the Substance.				
5. Select t	. Select the Measurement Type.			•	
6. Fill in th	5. Fill in the container size.			e v	
7. Comple	. Complete the quantaty stored in this location.				
8. Status	. Status will populate with Current. <b>7</b>				
9. Select o Poisons Subsidi	or complete the fields for Safework s Schedule, Signal Word, Hazchem ary Class – these are all optional, s	Australia Classification, No, UN No, Class, ee notes below.	<ul> <li>Current</li> <li>Safework Australi</li> <li>Dangerous Ga</li> <li>Poisons Schedule</li> <li>S 7 Dangrous</li> <li>Signal Word</li> <li>Danger</li> <li>Hazchern No</li> <li>Ac9012</li> <li>UNNo</li> <li>9012</li> <li>Class</li> <li>C</li> <li>Subsidiary Class</li> <li>B</li> </ul>	a Classification bods   Poison	
÷	Hazardous Substance Risk As 🔒	10. Select the Location Type	e – see Notes for	options.	
Lo 10 Cu	cal O Motor Vehicle  stomer Site O	<ol> <li>Select the Risk Assement Template.</li> <li>Staff will populate with your name, change if the form needs to be completed by someone else.</li> <li>Schedule Risk Assessments, select as required. When Yes is selected choose the frequency they need to be completed.</li> <li>At this stage you can click and exit the task to complete it later or assign to another staff member.</li> </ol>			
Mot 891	or Vehicles JMV36 Ford-Focus-Orange				
12 Staf Sch	f mit Frog ~				
<b>13</b> Ye Risk 2 m	S O No O				
15 🛯	COMPLETE ASSESSMENT	15. Click COMPLETE ASSESSMENT to fill in the form.			

14

Tap green circle to sign off

Contd/...

<ul> <li>16. Fill in the Form and click COMPLET when finishted.</li> <li>17. Click to save &amp; return. This all you to come back and put more dat into the form at a later date.</li> <li>18. Click to sign off the task, which will remove it from the mobile app.</li> </ul>	Arsnic What are the risks associated with these hazards? What are the risks associated with these hazards? Controls to eliminate or reduce the potential of exposure to these Hazards and Risks. Please read the guidance sheet provided for further information and guidance. The typerinks below lead to where in the legislation business have an obligation. Article the hazardous properties of the hazardous properties of the safety Data S the hazardous substance? More This inform the safety Data S More This inform the safety Data S COMPLETE	COMPLETE ASSESSMENT				
<ul> <li>NOTES:</li> <li>Location Types:</li> <li>Local – select from the list. These are created in the web app.</li> <li>Location Type</li> <li>Local 1 • Motor Vehicle •</li> <li>Customer Site •</li> <li>Customer Site •</li> <li>Custom Stored</li> <li>Chemical Storage Shed •</li> </ul>	2. Motor Vehicle – populates with P&E with asset type Motor Vehicle Local 2 Motor Vehicle Customer Site Motor Vehicles GR56NZ Toyota-RAV4-Red	3. Customer Site – select the appropriate details.				
<ul> <li>If you are using Smart Forms for the Risk Assessments you will need to make sure that the fields in step #9 are completed, so they will populate the form.</li> <li>Safetyminder Knowledge Base - Copyright of Trans-Tasman Pty Ltd Jan-22</li> </ul>						