

Revision History

Description	Last Rev No.	Current revision No.	Amendments made
SW/HSE/P02-Rev00	NA	00	New Document
SW/HSE/P02	00	01	The Corporate HSE function was removed.

1.0 PURPOSE:

To determine the HSE-related risks and opportunities impacting the business, in reference to the context, the requirements of interested parties and the scope of HSE MS and to address:

- a) assurance of the HSE MS to achieve its intended outcome.
- b) prevent, or reduce, undesired effects.
- c) achieve continual improvement.

2.0 SCOPE:

Applicable to Sterling & Wilson Projects and Operations & maintenance

3.0 RESPONSIBILITIES:

MA, Business HSE, HSE Coordinator

4.0 DEFINITIONS

Risk: Effect of uncertainty

Risks and opportunities: Potential adverse effects (threats) and potential beneficial effects (opportunities)

5.0 PERFORMANCE CRITERIA

Updated list of risks and opportunities

6.0 PROCEDURE:

Risk Identification and Assessment

The identification of Risks and Opportunities is through a formalised process. The input for the identification of Risks and opportunities are:

- Significant aspects/ Not acceptable hazards
- Identified Aspects/hazards due to Legal requirements.
- Internal and external issues pertaining to HSE.
- Environmental conditions
- Risks from Needs and Expectations of Interested parties.
- Management of Change

Risks & Opportunities are maintained as documented information.

Description of Determination of Risks and Opportunities

Input	Process	Output	Resp
HSE Risks			
<ul style="list-style-type: none"> - Significant aspects/ Not acceptable hazards - Identified Aspects/hazards due to Legal requirements. - Internal and external issues pertaining to HSE. - Environmental conditions - Risks from Needs and Expectations of Interested parties. - Management of change 			
	Describe the Risks identified		
	Evaluate the rating of risks (Low, medium, High) using the Risk Matrix below		
	If the Risk Rating is low, the Involvement of the Project manager in risk mitigation measures is required		PM
	If the Risk Rating is Medium, the Involvement of HOD for risk mitigation measures is required		HOD
	If the Risk Rating is High, the Involvement of Top Management in risk mitigation measures is required		CEO/COO
		Action Plan to be identified	PM/HOD/CEO/COO
		Target Date and Responsibility to be identified	PM/HOD/CEO/COO

HSE Opportunities			
Identify new technologies / Processes. Optimising resource conservation (3R) Working with interested parties to defuse opposition			
	Describe the Opportunity	Action Plan for Implementation of the Opportunity	PM/HOD/CEO/COO
		The target date for implementation	PM/HOD/CEO/COO
	If needed Identify the budget for implementation of an action plan.	Budgetary approval	PM/HOD/CEO/COO

RISK EVALUATION MATRIX

PROBABILITY RATING CRITERIA	
Chances of occurrence several times in normal activity during the project lifecycle	Frequent (5) Certain
Limited chances of occurrence during normal activity but may occur occasionally during a project's lifetime	Probable (4) Likely
Unlikely to occur during similar activity in normal operational circumstances but may occur in unusual conditions	Possible (3)
Unlikely to occur when considering similar past activity/service but could well occur.	Remote (2)
Shall virtually never occur in the entire activity	Improbable (1)
SEVERITY RATING CRITERIA	
Business survival at risk, negative media coverage	Extreme (5)
Delay in work progress due to work stoppage impacting the project timelines	Severe (4)
Significant time/resources required to resolve	Moderate (3)
Some disruption is possible i.e. damage to equipment, machinery	Minor (2)
Minor problems are easily addressed by normal day-to-day processes	Negligible (1) Insignificant
RISK CATEGORIES / CONCLUSIONS	
Involvement of Top Management for risk mitigation measures through a risk mitigation committee	HIGH (16-25)
Involvement of Functional Heads for risk mitigation measures	MEDIUM (11-15)
Involvement of the Project Manager in risk mitigation measures	LOW (1-10)



PROBABILITY	SEVERITY				
	Negligible (1)	Minor (2)	Moderate (3)	Severe (4)	Extreme (5)
Improbable (1)	1	2	3	4	5
Remote (2)	2	4	6	8	10
Possible (3)	3	6	9	12	15
Probable (4)	4	8	12	16	20
Frequent (5)	5	10	15	20	25

7.0 DOCUMENTS

Sr. No.	Document No.	Title
1	SW/HSE/F459	Risks & Opportunities Register
2	SW/HSE/F460	Legal Register
3	SW/HSE/F431	HIRA-AIA Register
4	SW/HSE/F456	Needs and expectations from IP
5	SW/HSE/F457	Internal and External HSE Issues