



Task Risk Assessment

Instructions: Complete the risk assessment according to the guide *Risk management for emergencies*.

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Date: 2 / 3 / 2020
Responsible to publish Yes / No
Animals in biosecurity and natural

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|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------------|------------------------------------------------|
| Task | Animal destruction and disposal activities in emergencies - WHS | | | |
| Context (including area/site) | Personnel may be required to participate in or witness activities for the destruction and disposal of disaster emergencies. | | | |
| Risk factors/causes | Exposure to zoonotic diseases and impacts on well-being of personnel through exposure to the destruction of distressed or deceased animals. (Risk related to <u>driving vehicles</u> , <u>working around plant and equipment</u> , <u>fatigue management</u> , <u>animal handling</u> and <u>manual handling</u> are addressed separately.) | | | |
| Acceptable level of protection (ALOP) | Low | | | |
| Specific risk | Adverse impact on the health and well-being of response personnel. | | | |
| Area(s) of impact | Human health, safety and well-being | | | |
| Current risk treatments | <ol style="list-style-type: none"> 1. Elimination – remove all non-essential personnel from area where destruction and disposal activities are occurring. Personnel given choice during induction and briefings not to participate in or witness activities. 2. Destruction and disposal methods are selected to minimise the spread of disease (e.g. minimise generation of aerosols), minimise stress and improve animal welfare where possible, eliminate or minimise contact with animals, and reduce the number of personnel required. 3. Personnel conducting destruction tasks are qualified and experienced (or closely supervised by experienced personnel). Specific destruction task risks are addressed separately. 4. Shield activities from view by the public where possible, e.g. plan to conduct destruction away from view of the public. 5. Use machinery to handle carcasses (where possible) to reduce exposure of personnel to zoonotic diseases. 6. Personnel are trained, use and maintain the appropriate level of PPE for zoonotic risk, e.g. minimum of P2 respiratory protection for Hendra and Avian Influenza. 7. NSW Health notified of potential exposure of response personnel and community to zoonotic diseases to enable provision of advice and monitoring. 8. Induction, briefing and debriefing conducted to inform response personnel of risks and monitor impact of activities. 9. Field personnel (who will come in contact with live animals) have current relevant vaccinations, e.g. human influenza vaccine (annually) for work in Avian Influenza and Swine Influenza responses. 10. Mental health of response personnel and affected landholders monitored including during debriefs. Any issues addressed in a timely manner, usually by support organisations. 11. Response personnel are trained in the task being undertaken and are provided sufficient breaks or limited time exposed to high stress situations, e.g. destruction of injured stock. | | | |
| Current risk | Likelihood (A-E) | D (unlikely) | Consequence (1-5) | 2 (minor) Current risk (VH, H, M, L) Low |

Task Risk Assessment

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|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------------|-----------|-----------------------------|-----|
| Task | Animal destruction and disposal activities in emergencies - WHS | | | | | |
| Proposed risk treatment* | 1. | | | | | |
| Residual risk | Likelihood (A-E) | D (unlikely) | Consequence (1-5) | 2 (minor) | Residual risk (VH, H, M, L) | Low |
| Comment* | | | | | | |
| Conclusions | The overall risk is low when personnel comply with procedures, directions by supervisors, wear appropriate PPE and maintain mental health awareness. | | | | | |
| Recommendations | Accept the low level of risk for the task. | | | | | |

*Mandatory requirement if assessed level of risk rating is VH (very high), H (high) or M (medium)

| Name/s and role/s | | Date | |
|-------------------|-----------------------------|-----------------|---------------|
| Prepared by | Emergency Management Unit | Date completed | 26 March 2018 |
| Authorised by | State Emergency Coordinator | Date authorised | 28 March 2018 |

Task Risk Assessment

Table 1 - Consequence description for areas of impact

| | Animal health & welfare | Health & safety | Environment & heritage | Governance & compliance | Industry & customer experience | Stakeholder trust / confidence | Service delivery | Value & benefits | Financial |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| 5. Extreme | Plant health Significant animal illness/injuries/deaths in multiple regions. Widespread animal welfare issues. Considerable plant damage/loss across multiple regions. | Multiple fatalities and/or >20 major injuries/permanent disabilities/chronic disease. | Irreversible large-scale environmental impact with loss of valued ecosystems. | Prosecution leading to imprisonment of executive(s). Significant prosecution/litigation. Loss of operating licence. | Extensive shutdowns or extended disruptions with economy-wide and national effects. Structural change or long-term industry impact. | Outrage – Material change to public perception of the organisation. Confidence and trust are severely damaged, possible irreparably, and full recovery both questionable and costly. | Catastrophic event with potential to lead to the collapse of the organisation. | Failure to realise benefits of enterprise-wide operations or public announced portion/milestone significantly missed or final completion date significantly missed on critical path project. | >\$50m OR >25% of budget |
| | Considerable animal illness/injuries/deaths on multiple properties across a region. Animal welfare impacted across multiple regions. Considerable plant damage/loss on multiple properties across a region. | Kill or disable Single fatality and/or 10-20 major injuries/permanent disabilities/chronic diseases. | Long-term environmental impairment in neighbouring or valued ecosystems. Extensive remediation required. | Substantial breach resulting in prosecution, fines and/or litigation. Licence or accreditation restricted or conditions affecting ability to operate. | Short duration shutdowns or substantial disruptions affecting multiple industries with state or sector-wide cascading effects. | Displeasure – Extended negative state/national media coverage. Confidence and trust are damaged but recoverable at considerable cost, time and staff effort. | Severe event which requires extensive management effort but can be survived. | Significant delays with initiative which impacts across divisions and/or significant decrease in benefits realised or public announced portion/milestone missed or final completion date missed on critical path project. | >\$5m - <\$50m OR 25% of budget |
| 4. Major | Some animal illness/injuries/deaths on multiple properties across a region. Animal welfare impacts across a region. Some plant damage/loss on multiple properties across a region. | Serious injury 1-10 major injuries requiring hospitalisation and numerous days lost or medium-term occupational illness. | Impacts external ecosystems and considerable remediation is required. | Breach resulting in enforcement action and/or prohibition notices. Substantial fine and no disruption to services. | Significant disruptions affecting operations of one industry sector or region with state-wide effects on one or more other regions or sectors. | Concern – Short-term negative state/national media coverage. Confidence and trust are diminished but are recoverable with time, staff effort and additional funding. | Significant event which can be absorbed, but substantial management effort is required. | Significant delays with initiative and/or major decrease in benefits realised or public announced portion/milestone missed or final completion date missed with demonstrable mitigating external circumstances. | >\$500k - <\$5m OR 10% of budget |
| 3. Moderate | Limited animal illness/injuries &/or deaths on single enterprise. Limited plant damage/loss on single enterprise. | Loss-time injury Single recoverable lost time injury or illness. alternate/restricted duties injury, or short-term occupational illness. | Short-term and/or well-contained environmental effects. Minor remedial actions probably required. | Significant non-compliance. Subject to comment and monitoring from applicable regulator. Small fine and no disruption to services. | Serious disruptions affecting operation of one industry sector or region. | Disappointment – Extended negative local/state media coverage. Confidence and trust denied but are quickly recoverable at modest cost within existing budget and resources. | Minor event, the impact of which can be absorbed but much broader management effort is required. | Severe delays with initiative and/or moderate decrease in benefits realised or completion date missed for non-critical path project. | \$50k - <\$500k OR 5% of budget |
| 2. Minor | Isolated impact on animals and/or plants on a single enterprise. | Medical treatment only Injuries or minor injuries requiring medical treatment. | Change from normal conditions within environmental regulatory limits & environmental effects are within site boundaries. | Minor non-compliance with legal and/or regulatory requirement or duty. Investigation and/or report to authority. | Minor disruptions affecting several industries or regions. | Unease – Series of negative articles in local/state media. Confidence remains with some minor loss of goodwill or trust. Recoverable with little effort or cost. Some continuing scrutiny/attention. | An event, the impact of which can be absorbed but some additional management effort is required. | Minor delay with initiative and/or a minor decrease in the benefits realised or minor delay on the project or another project, with no public implications. | <\$50k OR 1% of budget |
| 1. Insignificant | | | | | | | | | |

Task Risk Assessment

Table 2 - Risk rating with likelihood definition

| | | Likelihood | | | | |
|-------------|------------------|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|----------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| | | E. Rare | D. Unlikely | C. Possible | B. Likely | A. Almost certain |
| | | Would only occur under exceptional circumstances (e.g. once every 100 to 1000 years) | Could occur only in unusual circumstances (e.g. once every 10 to 100 years) | Could occur, but more than likely will not (e.g. once every 1 to 10 years) | Will probably occur (e.g. 2 - 10 times/year; could occur on a monthly/quarterly basis) | Expected to occur in most circumstances (e.g. >10 times per year; could occur on a daily/weekly basis) |
| Consequence | 5. Extreme | Medium | High | High | Very high | Very high |
| | 4. Major | Low | Medium | High | High | Very high |
| | 3. Moderate | Low | Medium | Medium | High | High |
| | 2. Minor | Low | Low | Medium | Medium | Medium |
| | 1. Insignificant | Low | Low | Low | Low | Medium |
| | | Refer to Table 1 | | | | |

Table 3 - General risk tolerance, management guide and approval

| Risk rating | Basic tolerance | Management | Approval – Non response | Approval – Responses |
|-------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------------------------------------------------------------------|
| Very High | Generally intolerable | Urgent attention. Must obtain Secretary/Director General approval for risks and their treatments | Secretary/Director General | Executive Emergency Management Committee |
| High | Undesirable | Intervention required. Approval of the risks, their treatments and acceptable management actions. To be escalate to Secretary/Director General as appropriate. | Deputy Director General | Executive Emergency Management Committee |
| Medium | Tolerable | Active management. Review risks and treatments, and approve acceptable management actions. | Director | Incident Controller (Local or State) |
| Low | Broadly acceptable | Ongoing monitoring. Managed through routine operations by the risk owner. Review/monitor risks and their treatments for effectiveness, reliability and any changes in the likelihood and consequences. | Director or delegate | Incident Controller, Function Officers, Operations Managers or Officers-in-Charge (OIC's) |

Animal Owner Information at Evacuation Sites

NSW Department of Primary Industries (DPI) as the Agriculture & Animal Services Functional Area (AASFA) including supporting organisations Local Land Services, RSPCA, and Animal Welfare League, are here to help provide emergency shelter and welfare for your animals during this evacuation.

The safety of you and your animals are of highest priority – please follow all written and verbal directions given by AASFA personnel and report any incidents or accidents immediately. Security measures will be implemented as required, such as secure housing and 24/7 watch.

Animals are registered when sheltered at an evacuation site. This requires the recording of information of both the owner and animal, to ensure adequate care and safe return.

Owner responsibilities

You are responsible for your animals' care while they are here. This includes:

- Providing food and water for your animal (basic emergency supply for the first 24 hours is available if required)
- Exercising your animal
- Attending to animals that display anti-social behaviour, such as barking or howling
- Cleaning your animals' housing
- Supplying/administering medications
- Arranging veterinary care, if necessary, with your own veterinarian (we can organise alternate veterinary care if required)
- Checking your animals' accommodation is suitable for their stay
- Alerting staff if your animal is ill, aggressive or presents a risk to other animals or people
- Keeping your animal restrained when outside their housing or designated exercise area

Please be aware that animals in this Centre may be at risk of injury or infection due to being sheltered with other animals.

AASFA personnel will take all care but no responsibility for animals that are registered for shelter at this Emergency Evacuation Centre.

Contacting you

Please ensure that you, or responsible alternate, are contactable during your animals' stay at the Centre. AASFA personnel will attempt to contact you if your animal needs to be relocated should the emergency situation change or if your animal requires veterinary or other special attention.

Removing your animals from the centre

You may remove your animals at any time from emergency care. Where possible we encourage alternative accommodation more familiar to your animal. You are required to inform AASFA personnel and sign the animal release form before removing your animal from the Centre.

You will be advised when the Emergency Evacuation Centre is to shut down. You must collect and remove your animal at this time. Please contact AASFA personnel for assistance if you are unable to make your own arrangements to shelter and care for your animals after the Centre is closed. Animals not collected from the Centre will be transferred to an appropriate agency and a collection fee may apply. An animal welfare agency under the *Prevention of Cruelty to Animals Act 1979* may rehome an animal after boarding it for more than 21 days and is unable to find or contact the owner.