


HIERARCHY OF CONTROLS

<p>Most effective</p>  <p>Least effective</p>	ELIMINATE:	
	1 Eliminate the hazard remove it completely from your workplace	If this isn't reasonably practicable, then...
	MINIMISE:	
	Substitute the hazard (wholly or partly) with a safer alternative 2 Isolate the hazard using physical barriers, time or distance Use engineering controls adapt tools or equipment to reduce the risk	Minimise the risk, so far as reasonably practicable, by taking 1 or more of these actions that is the most appropriate
	3 Use administrative controls develop methods of work, processes and procedures	If a risk then remains, you must minimise the remaining risk, so far as reasonably practicable
	4 Use personal protective equipment (PPE) this is the last option after you have considered all the other options for your workplace	If a risk then remains, you must minimise the remaining risk by using PPE

A quick way of remembering the Hierarchy of Controls is the phrase:
“Every Smoko I Eat A Pie”.

- E** Eliminate – remove it from your workplace
- S** Substitute – use a safer alternative, such as a different tool, chemical or material
- I** Isolate – use a physical barrier
- E** Engineer – controls such as sound enclosures, airborne dust extraction systems
- A** Administrative controls – such as training, policies, signs
- P** Personal protective equipment (PPE)