

# **Safe System of Work (SSW)**

## **Definition**

A safe system of work (SSW) is a formal procedure based on a systematic examination of work in order to identify the hazards, it defines safe methods of working which eliminate those hazards or minimize the risk associate with them as low as is reasonably practicable.

# Three key elements SSW

1. Formal document or record
2. Result from a systematic examination of work in order to identify the hazards – it is result of risk assessment
3. It defines safe methods – safe procedures or work instruction

# Developing a Safe System of Work

S

Step 1: Select the task to be analyzed



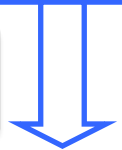
R

Step 2: Record the steps of stages of the task



E

Step 3: Evaluate the risks associated with each step



D

**People**

**Equipment**

**Material**

**Environment**

I

Step 4: Develop the safe working method



M

Step 5: Implement the Safe working method



Step 6: Monitor to insure it is effective

# Improving Safety Culture Through SSW

- The employees will be able to gain deeper understanding of hazards and risks and the ways in which SSW will eliminate or minimize those risks
- encourages ownership of key control by the employees involved in their working environment development