



D A M S T R A

Manage Risk Control
Plan Settings

Safety



[DISCLAIMER]

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Risk Control Plan Settings Introduction

When carrying out a Risk Assessment, Users are able to add new controls manually or via a template.

In this guide, we'll go through how to add new templated controls which will then be available to Users for selection.

The screenshot displays a web interface for configuring a Risk Control Plan. The main heading is "Inherent Risk Rating". Below it, there is a red button labeled "Existing Risk Assessment". A red minus sign icon is followed by the text "Risk Control Plan (Includes existing and proposed controls)".

The form is divided into two columns. The left column contains labels for various fields: Type, Template Control Name, Impact Addressed, Control Type, Control Name, Date Assigned, Status (with a help icon), Date For Completion, Responsible Type, Description, and File(s).

The right column contains the corresponding input fields:

- "Select Templated Control" is a dropdown menu with a list of options: "PPE", "Correct use of PPE", "PPE (Specify)", "Usage of appropriate PPE" (highlighted in blue), and "Use appropriate PPE/Harness's use of Mandatory PPE".
- "Date Assigned" is a date field set to "06/07/2018" with a calendar icon.
- "Status" is a dropdown menu set to "Not Started", followed by "as at" and another date field set to "06/07/2018" with a calendar icon.
- "Date For Completion" is a date field set to "06/07/2018" with a calendar icon.
- "Responsible Type" is a dropdown menu set to "Worker", followed by a text input field containing "Type Something...".
- "Description" is a large text area.
- "File(s)" is a field for uploading files.

Risk Control Plan Settings

Settings

Templated controls are managed in Settings, which can be found under the *Profile* icon at the top of the screen.

Click to expand the *Risk* section, then **click** 'Risk Control Plan'.

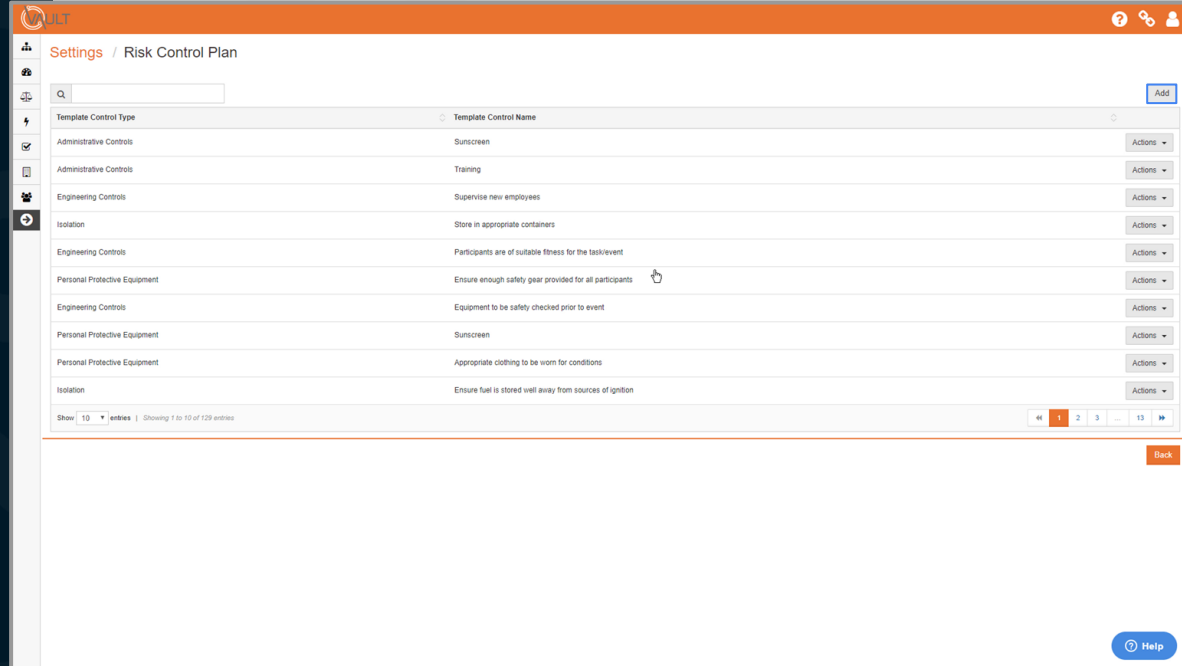
The screenshot displays the VULT Settings interface. At the top right, a user profile icon is highlighted, opening a dropdown menu with options: Settings, Change Password, and Logout. The main Settings page is organized into sections: General, Governance, People, and Risk. The Risk section is expanded, showing sub-sections: Risk Management, Risk Score Matrix: Settings, Risk Categories, and Risk Classes. Under Risk Categories, the 'Risk Control Plan' link is highlighted with a mouse cursor. The URL at the bottom of the page is <https://digitalcontent-01.vaultgr.com/eds/index/index#risk-control-plans>. A Help button is visible in the bottom right corner.

Risk Control Plan Settings

Templated Controls

The register shows all existing templated controls.

To add a new control, **click 'Add'**.



The screenshot displays the 'Settings / Risk Control Plan' interface. It features a table of templated controls with columns for 'Template Control Type' and 'Template Control Name'. Each row includes an 'Actions' dropdown menu. A search bar and an 'Add' button are located at the top right. The table lists various controls such as 'Sunscreen', 'Training', 'Supervise new employees', 'Store in appropriate containers', 'Participants are of suitable fitness for the task/event', 'Ensure enough safety gear provided for all participants', 'Equipment to be safely checked prior to event', 'Appropriate clothing to be worn for conditions', and 'Ensure fuel is stored well away from sources of ignition'. A pagination bar at the bottom indicates 'Showing 1 to 10 of 129 entries'.

Template Control Type	Template Control Name	Actions
Administrative Controls	Sunscreen	Actions
Administrative Controls	Training	Actions
Engineering Controls	Supervise new employees	Actions
Isolation	Store in appropriate containers	Actions
Engineering Controls	Participants are of suitable fitness for the task/event	Actions
Personal Protective Equipment	Ensure enough safety gear provided for all participants	Actions
Engineering Controls	Equipment to be safely checked prior to event	Actions
Personal Protective Equipment	Sunscreen	Actions
Personal Protective Equipment	Appropriate clothing to be worn for conditions	Actions
Isolation	Ensure fuel is stored well away from sources of ignition	Actions

Risk Control Plan Settings

Add Control

Select the *Control Type* that the new control belongs to.

If the control is specific to a Site or a group of Sites, locate it by searching or scrolling through the Organisational Structure, or - if the control applies to all Sites - **click** to tick the 'Add Control to All Sites' check-box.

Finally, **enter** a name and a description for the control, and **click** 'Save'.

The screenshot shows the 'Add Control' form in the ILT system. The breadcrumb navigation is 'Settings / Risk Control Plan / Add'. The form has a left sidebar with navigation options: 'Control Type *', 'Site', 'Control Name *', and 'Description'. The main form area contains the following fields:

- Control Type *:** A dropdown menu with 'PPE (Minimisation)' selected.
- Add Control to All Site:** A checked checkbox.
- Site:** A dropdown menu with '-- Please Select --' selected.
- Control Name *:** A text input field containing 'Protective earmuffs'.
- Description:** A text input field containing 'Provide protective earmuffs to Workers in environments with excessive noise'.

At the bottom of the form, there are 'Save' and 'Cancel' buttons. A 'Help' button is located in the bottom right corner of the page.

Risk Control Plan Settings

Control Saved

The new control is added to the register and is now available for selection in Risk Assessment items.

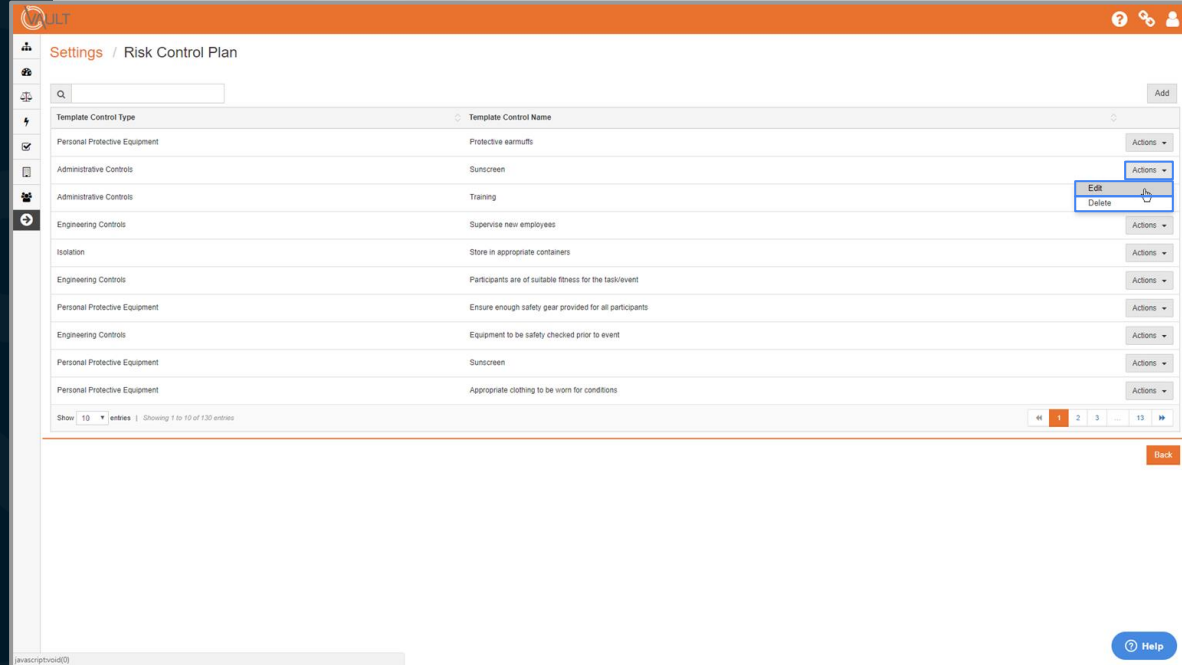
The screenshot displays the ULT Risk Control Plan Settings interface. At the top right, a green success message reads: "Success Record saved successfully." The main content area is a table listing various control types and their names. The table has two columns: "Template Control Type" and "Template Control Name". The first row is highlighted in blue, showing "Personal Protective Equipment" and "Protective earmuffs". Other rows include "Administrative Controls" (Sunscreen, Training), "Engineering Controls" (Supervise new employees, Store in appropriate containers), and "Personal Protective Equipment" (Ensure enough safety gear provided for all participants, Equipment to be safety checked prior to event, Sunscreen, Appropriate clothing to be worn for conditions). Each row has an "Actions" button on the right. At the bottom of the table, there is a pagination control showing "Showing 1 to 10 of 130 entries" and a "Back" button.

Template Control Type	Template Control Name	Actions
Personal Protective Equipment	Protective earmuffs	Actions
Administrative Controls	Sunscreen	Actions
Administrative Controls	Training	Actions
Engineering Controls	Supervise new employees	Actions
Engineering Controls	Store in appropriate containers	Actions
Engineering Controls	Participants are of suitable fitness for the task/event	Actions
Personal Protective Equipment	Ensure enough safety gear provided for all participants	Actions
Engineering Controls	Equipment to be safety checked prior to event	Actions
Personal Protective Equipment	Sunscreen	Actions
Personal Protective Equipment	Appropriate clothing to be worn for conditions	Actions

Risk Control Plan Settings

Control Saved

To edit or delete an existing item, **click** *'Actions'*, followed by the appropriate option.



The screenshot displays the 'Settings / Risk Control Plan' interface. It features a table with columns for 'Template Control Type' and 'Template Control Name'. The table lists various control items, each with an 'Actions' dropdown menu. The 'Actions' menu for the 'Training' item is open, showing options for 'Edit' and 'Delete'. The interface also includes a search bar, a 'Back' button, and a 'Help' button.

Template Control Type	Template Control Name	Actions
Personal Protective Equipment	Protective earmuffs	Actions
Administrative Controls	Sunscreen	Actions
Administrative Controls	Training	Edit Delete
Engineering Controls	Supervise new employees	Actions
Isolation	Store in appropriate containers	Actions
Engineering Controls	Participants are of suitable fitness for the task/event	Actions
Personal Protective Equipment	Ensure enough safety gear provided for all participants	Actions
Engineering Controls	Equipment to be safety checked prior to event	Actions
Personal Protective Equipment	Sunscreen	Actions
Personal Protective Equipment	Appropriate clothing to be worn for conditions	Actions

Show: 10 entries | Showing 1 to 10 of 130 entries

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Help

