

## Accessing Silos Or Tanks Risk Assessment

Business Name:	ABN:	
Business Address:		
Contact Person:	Phone:	Email:

## THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THE PROJECT

Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.

Full Name:		
Signature:	Title:	Date:

## CLIENT OR PRINCIPAL CONTRACTOR DETAILS

Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date Risk Assessment supplied to Project Manager:	

RISK MATRIX									
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	HIERARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE			Substitution Replace the hazard.	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE			Isolation Isolate People from the hazard	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE			Engineering Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH			Administrative Change	
						1L LOW	Monitor and keep records.	PPE	
<b>Risk Rating &amp; Required Action:</b>								<b>Notes on Hierarchy of Controls:</b>	
4A		Stop work. The risk is intolerable. Eliminate the hazard or redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or higher-level authorisation is required.						Remember to apply controls in the preferred order shown by the coloured pyramid:	
3H		Review and approve additional controls before task starts. Senior supervisor sign-off needed.						1. Eliminate	
2M		Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.						2. Substitute	
1L		Proceed, following standard operating procedures. Monitor and keep records.						3. Isolate	
<b>Consequence Scale:</b>								4. Engineering	
Consequence	People (injury/illness)		Project / Assets		Compliance / Reputation		5. Administrative		
Catastrophic	Fatality or permanent total disability		project shutdown		Significant regulator intervention; criminal prosecution		6. PPE		
Major	Serious injury/illness (hospital > 5 days)		critical delay		Improvement notice; major media coverage		Always document <b>why</b> a lower-order control is accepted if elimination or substitution is not reasonably practicable.		
Moderate	Medical-treatment injury; lost-time > 1 day		moderate delay		Minor breach; adverse client comment		aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.		
Minor	First-aid only, no lost time		negligible delay		Isolated non-conformance				
Insignificant	No injury		no schedule impact		Deviation caught and corrected on site				

JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Incomplete documentation, Inadequate training	3H	<ul style="list-style-type: none"> <li>- Ensure all necessary documentation is complete and available</li> <li>- Conduct training sessions on procedures and hazards</li> <li>- Review safety protocols regularly</li> <li>- Supervise entry preparation closely</li> <li>- Ensure team awareness of emergency procedures</li> <li>- Verify training records of personnel</li> <li>- Regularly update competency assessments</li> <li>- Use checklists for preparation validation</li> <li>- Establish a communication plan for emergencies</li> <li>- Schedule regular audits of preparation processes</li> </ul>	2M
2. Site Induction	Unfamiliar environment, Lack of safety awareness	3H	<ul style="list-style-type: none"> <li>- Conduct comprehensive site induction for all workers</li> <li>- Include site-specific hazard information</li> <li>- Provide personal protective equipment (PPE)</li> <li>- Highlight emergency exits and assembly points</li> <li>- Offer refresh sessions for frequent visitors</li> <li>- Test understanding through quizzes</li> <li>- Ensure language-appropriate materials are used</li> <li>- Provide site maps for better orientation</li> <li>- Use visual aids to demonstrate key points</li> <li>- Establish a buddy system for new arrivals</li> </ul>	2M
3. Equipment Inspection	Faulty equipment, Inadequate maintenance	3H	<ul style="list-style-type: none"> <li>- Schedule regular equipment inspections</li> <li>- Implement a rigorous maintenance program</li> <li>- Ensure qualified personnel conduct inspections</li> <li>- Use checklists to guide inspection</li> <li>- Record and archive inspection results</li> <li>- Use lockout/tagout procedures for faulty gear</li> <li>- Ensure availability of spare equipment</li> <li>- Review inspection reports regularly</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Clearly label inspection status</li> <li>- Ensure immediate repair of detected faults</li> </ul>	
4. Access Preparation	Access obstruction, Improper ladder setup	3H	<ul style="list-style-type: none"> <li>- Clear access area of all obstructions</li> <li>- Inspect and test ladder before use</li> <li>- Ensure ladder is opened and locked correctly</li> <li>- Use proper climbing technique</li> <li>- Maintain three points of contact</li> <li>- Do not overreach</li> <li>- Use fall protection if required</li> <li>- Keep tools and materials secured</li> <li>- Communicate with team members</li> <li>- Stop work if unsure or uncomfortable</li> </ul>	2M
5. Atmospheric Testing	Toxic gases, Oxygen deficiency	4A	<ul style="list-style-type: none"> <li>- Perform gas testing before entry</li> <li>- Use calibrated gas detectors</li> <li>- Establish safe working levels</li> <li>- Monitor gas levels continuously</li> <li>- Use proper ventilation</li> <li>- Have rescue equipment ready</li> <li>- Limit time in confined space</li> <li>- Use air supply if needed</li> <li>- Follow permit-to-work procedures</li> <li>- Stop work if gas levels change</li> </ul>	2M
6. Personal Protective Equipment (PPE)	Insufficient protection, Inappropriate PPE usage	3H	<ul style="list-style-type: none"> <li>- Identify required PPE for the task</li> <li>- Inspect PPE for damage</li> <li>- Ensure proper fit and use</li> <li>- Wear all required PPE</li> <li>- Replace worn or damaged PPE</li> <li>- Follow manufacturer instructions</li> <li>- Use PPE correctly at all times</li> <li>- Store PPE properly</li> <li>- Report any issues with PPE</li> <li>- Stop work if PPE fails</li> </ul>	1L

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7. Entry Procedures	Inadequate monitoring, Uncontrolled access	4A		2M
8. Work Inside Tanks/Silos	Falling objects, Heat	3H		2M
9. Material Handling	Manual handling injuries, Crushing injuries	3H		2M

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10. Emergency Procedures	Delayed response, Panic	4A		2M
11. Communication	Miscommunication, Inadequate reporting	3H		2M
12. Entry Supervision	Lack of supervision, Unauthorized access	4A		2M

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13. Fall Protection	Slips and falls, Unstable surfaces	4A		2M
14. Work Completion	Unsecured materials, Incomplete tasks	3H		1L
15. Post-Job Review	Overlooked hazards, Failure to learn from incidents	3H		1L

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SAMPLE

## EMERGENCY RESPONSE – CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

## LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES IF ANY STATE THAT ARE NOT APPLICABLE

### Queensland & Australian Capital Territory

Work Health and Safety Act 2011

Work Health and Safety Regulations 2011

Legislation QLD: <https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws>

Codes of Practice QLD: <https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice>

Legislation ACT: <https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations>

Codes of Practice ACT: <https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice>

### Victoria

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations 2017

Legislation VIC: <https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-regulations>

Codes of Practice VIC: <https://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice>

### New South Wales

Work Health and Safety Act 2011

Work Health and Safety Regulations 2017

Legislation NSW: <https://www.safework.nsw.gov.au/legal-obligations/legislation>

Codes of Practice NSW: <https://www.safework.nsw.gov.au/resource-library/list-codes-of-practice>

### Western Australia

Work Health and Safety Act 2020

Work Health and Safety Regulations 2022

Legislation Western Australia: <https://www.commerce.wa.gov.au/worksafe/legislation>

Codes of Practice WA: <https://www.commerce.wa.gov.au/worksafe/codes-practice>

### Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National Uniform Legislation) Regulations 2011

Legislation NT: <https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws>

Codes of Practice NT: <https://worksafe.nt.gov.au/laws-and-compliance/codes-of-practice>

### Safe Work Australia Links

Law and Regulation (All States): <https://www.safeworkaustralia.gov.au/law-and-regulation>

Model Codes of Practice: <https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice>

### Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work

### South Australia

Work Health and Safety Act 2012 (SA)

Work Health and Safety Regulations 2012 (SA)

Legislation for SA: <https://www.safework.sa.gov.au/resources/legislation>

Codes of Practice for SA: <https://www.safework.sa.gov.au/workplaces/codes-of-practice#COPs>

### Tasmania

Work Health and Safety Act 2012

Work Health and Safety (Transitional and Consequential Provisions) Act 2012

Work Health and Safety Regulations 2012

Work Health and Safety (Transitional) Regulations 2012

Legislation for TAS: <https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations>

Codes of Practice for TAS: <https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice>

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.