

Being Caught Between Reversing Vehicles And Fixed Structure Risk Assessment

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

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THIS 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			Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	Substitution Replace the hazard.	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.	Isolation Isolate People from the hazard	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.	Engineering Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.	Administrative Change	
								PPE	
Risk Rating & Required Action:								Notes on Hierarchy of Controls:	
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	
								4. Engineering	
								5. Administrative	
								6. PPE	
Consequence Scale:								Always document why a lower-order control is accepted if elimination or substitution is not reasonably practicable.	
Consequence	People (injury/illness)		Project / Assets		Compliance / Reputation				
Catastrophic	Fatality or permanent total disability		project shutdown		Significant regulator intervention; criminal prosecution				
Major	Serious injury/illness (hospital > 5 days)		critical delay		Improvement notice; major media coverage				
Moderate	Medical-treatment injury; lost-time > 1 day		moderate delay		Minor breach; adverse client comment				
Minor	First-aid only, no lost time		negligible delay		Isolated non-conformance				
Insignificant	No injury		no schedule impact		Deviation caught and corrected on site				
								<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	

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. Site Inspection	Limited visibility, Uneven terrain	3H	<ul style="list-style-type: none"> - Conduct a thorough site inspection during daylight hours. - Identify all reversing areas and record them. - Mark uneven terrains and other potential hazards. - Use high visibility clothing for safety during inspection. - Ensure communication devices are operational. - Conduct inspections with two team members. - Use a site map to note any hazards. - Inform all personnel of inspection times. - Review maintenance records for previous inspections. - Assign supervisor to oversee the inspection. 	2M
2. Planning Traffic Management	Traffic congestion, Inadequate signage	3H	<ul style="list-style-type: none"> - Develop a traffic management plan based on inspection findings. - Designate specific entry and exit points for vehicles. - Implement directional signs clearly visible. - Use traffic cones to guide vehicles. - Schedule vehicle movements to avoid peak times. - Install additional lighting in poorly lit areas. - Ensure the plan complies with local regulations. - Appoint a traffic coordinator. - Train staff on new traffic routes. - Update the plan quarterly. 	2M
3. Training	Insufficient knowledge, Inadequate practical skills	3H	<ul style="list-style-type: none"> - Provide comprehensive training for all staff on-site rules. - Hold regular refresher training sessions. - Conduct practical reversing exercises in a controlled environment. - Utilize experienced trainers for complex scenarios. - Enable easy access to training materials online. - Record attendee participation. - Offer multilingual training modules. - Ensure trainees pass a competency test. 	2M

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			<ul style="list-style-type: none"> - Encourage feedback during sessions. - Update training materials regularly. 	
4. PPE Usage	Incorrect usage, Lack of PPE	2M	<ul style="list-style-type: none"> - Provide comprehensive PPE training for all staff. - Conduct regular PPE audits to ensure compliance. - Ensure PPE is readily available and in good condition. - Encourage staff to report any PPE issues immediately. - Implement a PPE checklist for each session. - Provide PPE for all staff, regardless of role. - Reinforce the importance of PPE through regular reminders. - Ensure PPE is worn correctly at all times. - Replace worn or damaged PPE immediately. - Establish a PPE storage area that is easily accessible. - Conduct PPE demonstrations for new staff. - Monitor PPE usage during sessions. - Provide PPE for all staff, regardless of role. - Reinforce the importance of PPE through regular reminders. - Ensure PPE is worn correctly at all times. - Replace worn or damaged PPE immediately. - Establish a PPE storage area that is easily accessible. - Conduct PPE demonstrations for new staff. - Monitor PPE usage during sessions. 	1L
5. Vehicle Maintenance	Brake failure, Faulty reversing cameras	3H	<ul style="list-style-type: none"> - Implement a strict vehicle maintenance schedule. - Hire qualified mechanics for all vehicle repairs. - Conduct regular safety checks on all vehicles. - Ensure reversing cameras are properly calibrated and functioning. - Replace worn brake pads and discs immediately. - Perform regular oil changes and fluid checks. - Inspect tires for wear and proper inflation. - Test all vehicle lights and signals. - Keep vehicle logs for all maintenance work. - Communicate any vehicle issues to staff immediately. - Schedule maintenance during off-peak hours. - Use a checklist for all maintenance tasks. - Ensure all vehicles are roadworthy before use. - Document all maintenance work. - Communicate any vehicle issues to staff immediately. - Schedule maintenance during off-peak hours. - Use a checklist for all maintenance tasks. - Ensure all vehicles are roadworthy before use. - Document all maintenance work. 	2M
6. Driver Fitness	Fatigue, Substance abuse	4A	<ul style="list-style-type: none"> - Implement a strict policy on driver fitness. - Conduct random drug testing for all drivers. - Monitor driver fatigue levels during sessions. - Encourage drivers to take regular breaks. - Provide training on recognizing signs of fatigue. - Implement a system for reporting driver fatigue. - Ensure drivers are well-rested before sessions. - Provide a designated area for drivers to rest. - Communicate the importance of driver fitness to all staff. - Schedule sessions during off-peak hours. - Use a checklist for all driver fitness checks. - Ensure all drivers are fit to drive before sessions. - Document all driver fitness checks. - Communicate any driver fitness issues to staff immediately. - Schedule sessions during off-peak hours. - Use a checklist for all driver fitness checks. - Ensure all drivers are fit to drive before sessions. - Document all driver fitness checks. 	2M

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7. Monitoring and Surveillance	Unauthorized access, Blind spots	3H		1L
8. Communication Systems	Communication breakdown, Lost signals	3H		2M
9. Emergency Protocols	Delayed response, Incomplete evacuation	4A		2M

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10. Vehicle Route Design	Complex routes, Obstructed pathways	3H		2M
11. Shift Coordination	Misaligned operations, Confused rol	3H		2M
12. Pedestrian Control	Uncontrolled pedestrian movement, Pedestrian-vehicle collision	4A		2M

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13. Hazard Identification and Reporting	Overlooked hazards, Delayed reporting	3H		2M
14. Parking Procedures	Improper parking, Block	3H		2M
15. Incident Review	Unaddressed root causes, Reoccurrence of incidents	3H		2M

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16. Technology Utilisation	System failures, Inadequate tech support	3H		2M
17. Environmental Conditions Monitoring	Adverse weather, Poor visibility	3H		2M
18. Continuous Improvement	Stagnant procedures, Lack of innovation	2M		1L

3H

, Lack of coordination

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>

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>

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>

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.

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>

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>

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