

## Bench Testing The Transmission 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			<b>Elimination</b> Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	<b>Substitution</b> 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.	<b>Engineering</b> Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.	<b>Administrative</b> Change	
								<b>PPE</b>	
<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. <b>Eliminate</b>	
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	
<b>Consequence Scale:</b>								Always document <b>why</b> 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. Preparation	Improper tool handling, Slips and trips	3H	<ul style="list-style-type: none"> <li>- Conduct a pre-task briefing with all team members</li> <li>- Ensure all tools are inspected and in good condition</li> <li>- Clear the work area of any unnecessary items</li> <li>- Ensure proper lighting in the work area</li> <li>- Provide training on tool handling techniques</li> <li>- Use non-slip mats on the floor</li> <li>- Wear appropriate footwear with good grip</li> <li>- Ensure all team members are aware of emergency procedures</li> <li>- Keep work area tidy</li> <li>- Assign trained personnel for specific tasks</li> </ul>	2M
2. Equipment Set-Up	Electrical shock, Strain	3H	<ul style="list-style-type: none"> <li>- Use equipment only as per manufacturer instructions</li> <li>- Ensure all electrical equipment is PAT tested</li> <li>- Use insulated tools and wear rubber gloves</li> <li>- Ensure proper grounding of electrical equipment</li> <li>- Train workers on ergonomic lifting techniques</li> <li>- Use mechanical aids where necessary</li> <li>- Position equipment to minimize bending and reaching</li> <li>- Conduct a visual inspection of equipment before use</li> <li>- Utilize lockout/tagout procedures</li> <li>- Ensure adequate spacing around equipment</li> </ul>	1L
3. Component Inspection	Cuts from sharp edges, Eye injuries	3H	<ul style="list-style-type: none"> <li>- Wear cut-resistant gloves</li> <li>- Use safety goggles</li> <li>- Keep hands away from moving parts</li> <li>- Use proper tools for the inspection task</li> <li>- Conduct inspection in a well-lit area</li> <li>- Ensure first aid kits are accessible</li> <li>- Maintain a clean workspace to prevent clutter</li> <li>- Provide training on safe inspection procedures</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Ensure tools are maintained and sharp</li> <li>- Assign tasks to trained personnel only</li> </ul>	
4. Transmission Tuning	Noise exposure, Tool slippage	4A	<ul style="list-style-type: none"> <li>- Use hearing protection (earplugs or earmuffs)</li> <li>- Maintain tools in good condition and use proper technique</li> <li>- Use proper body mechanics and posture</li> <li>- Take regular breaks to rest and stretch</li> <li>- Use safety glasses to protect eyes from debris</li> <li>- Use proper lifting techniques</li> <li>- Use proper communication and coordination with team</li> <li>- Use proper work area organization and housekeeping</li> <li>- Use proper tool storage and handling</li> <li>- Use proper work area lighting</li> <li>- Use proper work area ventilation</li> <li>- Use proper work area temperature control</li> <li>- Use proper work area humidity control</li> <li>- Use proper work area air quality control</li> <li>- Use proper work area safety protocols</li> <li>- Use proper work area emergency procedures</li> <li>- Use proper work area first aid and medical supplies</li> <li>- Use proper work area fire safety measures</li> <li>- Use proper work area electrical safety measures</li> <li>- Use proper work area chemical safety measures</li> <li>- Use proper work area biological safety measures</li> <li>- Use proper work area radiation safety measures</li> <li>- Use proper work area nuclear safety measures</li> <li>- Use proper work area space safety measures</li> <li>- Use proper work area time safety measures</li> <li>- Use proper work area energy safety measures</li> <li>- Use proper work area force safety measures</li> <li>- Use proper work area pressure safety measures</li> <li>- Use proper work area temperature safety measures</li> <li>- Use proper work area humidity safety measures</li> <li>- Use proper work area air quality safety measures</li> <li>- Use proper work area safety measures</li> </ul>	2M
5. Testing Procedures	Mechanical failure, Flying debris	4A	<ul style="list-style-type: none"> <li>- Use proper testing procedures and protocols</li> <li>- Use proper testing equipment and tools</li> <li>- Use proper testing techniques and methods</li> <li>- Use proper testing safety measures</li> <li>- Use proper testing emergency procedures</li> <li>- Use proper testing first aid and medical supplies</li> <li>- Use proper testing fire safety measures</li> <li>- Use proper testing electrical safety measures</li> <li>- Use proper testing chemical safety measures</li> <li>- Use proper testing biological safety measures</li> <li>- Use proper testing radiation safety measures</li> <li>- Use proper testing nuclear safety measures</li> <li>- Use proper testing space safety measures</li> <li>- Use proper testing time safety measures</li> <li>- Use proper testing energy safety measures</li> <li>- Use proper testing force safety measures</li> <li>- Use proper testing pressure safety measures</li> <li>- Use proper testing temperature safety measures</li> <li>- Use proper testing humidity safety measures</li> <li>- Use proper testing air quality safety measures</li> <li>- Use proper testing safety measures</li> </ul>	2M
6. Data Recording	Repetitive strain injury, Human error	2M	<ul style="list-style-type: none"> <li>- Use proper data recording techniques and methods</li> <li>- Use proper data recording equipment and tools</li> <li>- Use proper data recording safety measures</li> <li>- Use proper data recording emergency procedures</li> <li>- Use proper data recording first aid and medical supplies</li> <li>- Use proper data recording fire safety measures</li> <li>- Use proper data recording electrical safety measures</li> <li>- Use proper data recording chemical safety measures</li> <li>- Use proper data recording biological safety measures</li> <li>- Use proper data recording radiation safety measures</li> <li>- Use proper data recording nuclear safety measures</li> <li>- Use proper data recording space safety measures</li> <li>- Use proper data recording time safety measures</li> <li>- Use proper data recording energy safety measures</li> <li>- Use proper data recording force safety measures</li> <li>- Use proper data recording pressure safety measures</li> <li>- Use proper data recording temperature safety measures</li> <li>- Use proper data recording humidity safety measures</li> <li>- Use proper data recording air quality safety measures</li> <li>- Use proper data recording safety measures</li> </ul>	1L

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7. Debriefing	Lack of communication, Information overload	2M		1L
8. Clean-Up	Exposure to contaminants, sharp objects	3H		2M
9. Lockout/Tagout Procedures	Accidental activation, Energy-release injuries	4A		1L

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10. Maintenance Checks	Unexpected equipment failure, Chemical exposure	3H		1L
11. Final Reporting	Data misinterpretation, Privacy breaches	2M		1L
12. Reinforcement Training	Knowledge gaps, Training fatigue	3H		2M

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13. Emergency Response Plan Review	Unpreparedness, Confusion during emergencies	3H		1L
14. Continuous Improvement	Resistance to change, Deficient processes	3H		1L
15. Record Keeping	Data loss, Compliance breaches	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.