

## Bulk Grease Tank Cleaning 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>

### Risk Rating & Required Action:

<b>4A</b>	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.
<b>3H</b>	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
<b>2M</b>	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
<b>1L</b>	Proceed, following standard operating procedures. Monitor and keep records.

### Consequence Scale:

Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
<b>Catastrophic</b>	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
<b>Major</b>	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
<b>Moderate</b>	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
<b>Minor</b>	First-aid only, no lost time	negligible delay	Isolated non-conformance
<b>Insignificant</b>	No injury	no schedule impact	Deviation caught and corrected on site

### Notes on Hierarchy of Controls:

Remember to apply controls in the preferred order shown by the coloured pyramid:

1. **Eliminate**
2. **Substitute**
3. **Isolate**
4. **Engineering**
5. **Administrative**
6. **PPE**

Always document **why** a lower-order control is accepted if elimination or substitution is not reasonably practicable.

aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.

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	slippery surfaces, incorrect PPE usage	3H	<ul style="list-style-type: none"> <li>- Conduct a toolbox talk addressing cleaning procedures</li> <li>- Ensure all staff wear appropriate PPE including gloves and non-slip boots</li> <li>- Confirm availability and functionality of equipment</li> <li>- Place signage indicating a work area is in progress</li> <li>- Review Safety Data Sheets (SDS) for hazardous materials</li> <li>- Schedule task during low-traffic times</li> <li>- Check for appropriate lighting conditions</li> <li>- Establish a communication plan</li> <li>- Ensure all workers are properly trained</li> <li>- Identify and document emergency contact numbers</li> </ul>	2M
2. Equipment Inspection	equipment malfunction, cuts from sharp edges	3H	<ul style="list-style-type: none"> <li>- Inspect equipment for visible damage or wear</li> <li>- Verify all safeguards are in place</li> <li>- Ensure no sharp edges are exposed</li> <li>- Confirm that the power source is secure</li> <li>- Check for and report any faults or defects</li> <li>- Use lockout/tagout procedures where necessary</li> <li>- Make sure all inspection logs are signed and up-to-date</li> <li>- Replace or repair any faulty equipment before use</li> <li>- Maintain cleanliness to spot potential hazards</li> <li>- Establish a procedure for addressal of hazards</li> </ul>	2M
3. Set Up Work Area	trip hazards, inadequate ventilation	4A	<ul style="list-style-type: none"> <li>- Remove any unnecessary clutter from the area</li> <li>- Ensure proper placement of hoses and cables</li> <li>- Set up temporary ventilation if necessary</li> <li>- Install adequate barriers or warning lines around the work zone</li> <li>- Verify that the space can be fully ventilated</li> <li>- Ensure adequate lighting is in place</li> <li>- Confirm that flammable materials are stored safely away</li> <li>- Create a clearly marked exit route for emergency evacuation</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Design a clear path for equipment access</li> <li>- Communicate setup with all personnel</li> </ul>	
4. Accessing Tank	falls from height, exposure to hazardous substances	4A	<ul style="list-style-type: none"> <li>- Establish a clear path for equipment access</li> <li>- Communicate setup with all personnel</li> <li>- Use proper fall protection techniques</li> <li>- Wear appropriate PPE (hard hat, safety glasses, gloves)</li> <li>- Ensure all equipment is properly secured and labeled</li> <li>- Use proper lifting techniques</li> <li>- Avoid overexertion</li> <li>- Keep work area clean and free of clutter</li> <li>- Use proper storage techniques</li> <li>- Follow all safety protocols and procedures</li> <li>- Ensure all personnel are trained and qualified</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> <li>- Use proper tie-off techniques</li> <li>- Avoid sudden movements</li> <li>- Use proper footing</li> <li>- Keep hands and feet clear of moving equipment</li> <li>- Use proper body mechanics</li> <li>- Avoid reaching too far</li> <li>- Use proper grip techniques</li> <li>- Keep work area well-lit</li> <li>- Use proper ventilation</li> <li>- Avoid contact with hazardous substances</li> <li>- Use proper containment techniques</li> <li>- Follow all chemical safety protocols</li> <li>- Ensure all personnel are aware of chemical hazards</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> <li>- Use proper tie-off techniques</li> <li>- Avoid sudden movements</li> <li>- Use proper footing</li> <li>- Keep hands and feet clear of moving equipment</li> <li>- Use proper body mechanics</li> <li>- Avoid reaching too far</li> <li>- Use proper grip techniques</li> <li>- Keep work area well-lit</li> <li>- Use proper ventilation</li> <li>- Avoid contact with hazardous substances</li> <li>- Use proper containment techniques</li> <li>- Follow all chemical safety protocols</li> <li>- Ensure all personnel are aware of chemical hazards</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> </ul>	2M
5. Ventilate Tank	oxygen deficiency, toxic fume exposure	4A	<ul style="list-style-type: none"> <li>- Establish a clear path for equipment access</li> <li>- Communicate setup with all personnel</li> <li>- Use proper fall protection techniques</li> <li>- Wear appropriate PPE (hard hat, safety glasses, gloves)</li> <li>- Ensure all equipment is properly secured and labeled</li> <li>- Use proper lifting techniques</li> <li>- Avoid overexertion</li> <li>- Keep work area clean and free of clutter</li> <li>- Use proper storage techniques</li> <li>- Follow all safety protocols and procedures</li> <li>- Ensure all personnel are trained and qualified</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> <li>- Use proper tie-off techniques</li> <li>- Avoid sudden movements</li> <li>- Use proper footing</li> <li>- Keep hands and feet clear of moving equipment</li> <li>- Use proper body mechanics</li> <li>- Avoid reaching too far</li> <li>- Use proper grip techniques</li> <li>- Keep work area well-lit</li> <li>- Use proper ventilation</li> <li>- Avoid contact with hazardous substances</li> <li>- Use proper containment techniques</li> <li>- Follow all chemical safety protocols</li> <li>- Ensure all personnel are aware of chemical hazards</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> <li>- Use proper tie-off techniques</li> <li>- Avoid sudden movements</li> <li>- Use proper footing</li> <li>- Keep hands and feet clear of moving equipment</li> <li>- Use proper body mechanics</li> <li>- Avoid reaching too far</li> <li>- Use proper grip techniques</li> <li>- Keep work area well-lit</li> <li>- Use proper ventilation</li> <li>- Avoid contact with hazardous substances</li> <li>- Use proper containment techniques</li> <li>- Follow all chemical safety protocols</li> <li>- Ensure all personnel are aware of chemical hazards</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> </ul>	2M
6. Removal of Residual Grease	chemical exposure, manual handling injuries	3H	<ul style="list-style-type: none"> <li>- Establish a clear path for equipment access</li> <li>- Communicate setup with all personnel</li> <li>- Use proper fall protection techniques</li> <li>- Wear appropriate PPE (hard hat, safety glasses, gloves)</li> <li>- Ensure all equipment is properly secured and labeled</li> <li>- Use proper lifting techniques</li> <li>- Avoid overexertion</li> <li>- Keep work area clean and free of clutter</li> <li>- Use proper storage techniques</li> <li>- Follow all safety protocols and procedures</li> <li>- Ensure all personnel are trained and qualified</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> <li>- Use proper tie-off techniques</li> <li>- Avoid sudden movements</li> <li>- Use proper footing</li> <li>- Keep hands and feet clear of moving equipment</li> <li>- Use proper body mechanics</li> <li>- Avoid reaching too far</li> <li>- Use proper grip techniques</li> <li>- Keep work area well-lit</li> <li>- Use proper ventilation</li> <li>- Avoid contact with hazardous substances</li> <li>- Use proper containment techniques</li> <li>- Follow all chemical safety protocols</li> <li>- Ensure all personnel are aware of chemical hazards</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> <li>- Use proper tie-off techniques</li> <li>- Avoid sudden movements</li> <li>- Use proper footing</li> <li>- Keep hands and feet clear of moving equipment</li> <li>- Use proper body mechanics</li> <li>- Avoid reaching too far</li> <li>- Use proper grip techniques</li> <li>- Keep work area well-lit</li> <li>- Use proper ventilation</li> <li>- Avoid contact with hazardous substances</li> <li>- Use proper containment techniques</li> <li>- Follow all chemical safety protocols</li> <li>- Ensure all personnel are aware of chemical hazards</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Conduct regular safety checks</li> <li>- Maintain clear communication throughout the process</li> </ul>	2M

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7. Scrubbing Interior	ergonomic strain, slip and fall	3H		2M
8. Use of Pressure Washer	high-pressure water injuries, electrical shock	4A		2M
9. Rinsing and Drying	slip hazards, skin irritation	3H		1L

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10. Equipment Shutdown	accidental activation, entrapment	3H		1L
11. Post-Cleaning Inspection	missed residues, unreported damage	2M		1L
12. Waste Disposal	chemical spills, contamination	3H		1L

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13. Clean-up Work Area	clutter, sharp objects	3H		1L
14. Hand Over	information miscommunication, site security lapse	2M		1L
15. Review and Plan for Future Cleaning	incomplete records, missed learning opportunities	2M		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>

### 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