

## Carrying Out Demolition Work Prior To Re-Flooring 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			<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.	<b>Isolation</b> 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	Inadequate planning, Lack of safety gear	3H	<ul style="list-style-type: none"> <li>- Develop a detailed demolition plan outlining each phase.</li> <li>- Ensure all team members are briefed on the plan.</li> <li>- Verify that all workers have appropriate PPE including hard hats, gloves, and steel-toe boots.</li> <li>- Conduct a toolbox talk focusing on potential hazards.</li> <li>- Confirm all workers have current White Cards.</li> <li>- Establish communication protocol for the site.</li> <li>- Designate a safety officer for the duration of the project.</li> <li>- Review emergency procedures and contact information.</li> <li>- Confirm the availability of first aid kits.</li> <li>- Double-check all plans for compliance with WHS regulations.</li> </ul>	2M
2. Site Assessment	Unknown structural weaknesses, Undetected asbestos	3H	<ul style="list-style-type: none"> <li>- Conduct a thorough inspection of the building by a qualified engineer.</li> <li>- Use ground-penetrating radar if necessary to detect unseen defects.</li> <li>- Hire a licensed asbestos inspector to check for asbestos presence.</li> <li>- Collate previous reports and documents related to the building structure.</li> <li>- Mark and isolate areas identified as high-risk.</li> <li>- Conduct structural testing where applicable.</li> <li>- Ensure all inspectors are appropriately certified.</li> <li>- Obtain and review building history for possible hidden hazards.</li> <li>- Utilize a drone for difficult-to-access structural assessments.</li> <li>- Implement a stop-work protocol if dangerous materials are found.</li> </ul>	2M
3. Utility Disconnection	Electrocution, Gas leaks	4A	<ul style="list-style-type: none"> <li>- Coordinate with utility companies to ensure complete disconnection of power and gas.</li> <li>- Verify disconnection with a qualified electrician and gas technician.</li> <li>- Use lockout/tagout procedures to maintain control of utility connections.</li> <li>- Conduct a safety audit to confirm the absence of live connections.</li> <li>- Train workers on emergency shutdown procedures.</li> <li>- Employ gas detectors to monitor for leaks post-disconnection.</li> <li>- Ensure that all disconnections are documented and verified by the supervisor.</li> <li>- Use insulated tools for any work near utility lines.</li> </ul>	2M

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			- Implement a no-smoking policy throughout the disconnection phase. - Equip workers with electrical gloves certified to standard.	
4. Securing the Site	Unauthorised access, Falling debris	3H	[REDACTED]	1L
5. Hazardous Material Handling	Inhaling toxic substances, Eye contact	4A	[REDACTED]	2M
6. Structural Demolition	Building collapse, Dust inhalation	4A	[REDACTED]	2M

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7. Site Clearance	Heavy equipment accidents, Sharp debris	3H		1L
8. Waste Management	Environmental contamination, Injuries from improper handling	3H		1L
9. Re-Flooring Preparation	Tripping over uneven surfaces, Back strain from lifting	3H		1L

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			[REDACTED]	
10. Equipment Maintenance	Equipment failure, Injuries from poorly maintained tools	3H	[REDACTED]	1L
11. Worker Training	Skill mismatch, Non-compliance with procedures	3H	[REDACTED]	1L

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12. Communication During Demolition	Misinterpretation of instructions, No communication in emergencies	3H		1L
13. Inclement Weather Protocol	Slips and falls, Reduced visibility	3H		1L
14. Emergency Planning	Delayed emergency response, Panicked evacuation	4A		2M

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15. Final Inspection	Overlooked defects, Non-compliance elements	3H		1L



## 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.