

## Catalytic Converter Handling 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	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	Slippery floors, Inadequate lighting	3H	<ul style="list-style-type: none"> <li>- Conduct a pre-task inspection to identify and eliminate potential hazards.</li> <li>- Ensure floors are dry and clean to prevent slipping.</li> <li>- Provide adequate lighting in work areas.</li> <li>- Use appropriate signage to alert workers of wet floors.</li> <li>- Train workers on hazard identification and control procedures.</li> <li>- Maintain a clean and organised work area.</li> <li>- Ensure proper footwear worn by all workers.</li> <li>- Install anti-slip mats where necessary.</li> <li>- Assess lighting levels and replace bulbs as needed.</li> <li>- Conduct regular maintenance checks on lighting fixtures.</li> </ul>	2M
2. Lifting Vehicle	Vehicle instability, Manual handling injuries	3H	<ul style="list-style-type: none"> <li>- Use vehicle hoists or approved jacking methods.</li> <li>- Ensure vehicle is parked on a flat, stable surface before lifting.</li> <li>- Secure vehicle with appropriate supports and jack stands.</li> <li>- Train workers in manual handling techniques.</li> <li>- Use team lifting for heavy components.</li> <li>- Provide mechanical aids where feasible.</li> <li>- Regularly inspect hoists and lifting equipment for damage.</li> <li>- Document and follow safe lifting procedures.</li> <li>- Mark areas under lifted vehicles as restricted zones.</li> <li>- Conduct pre-lift assessments and plan lifting operations.</li> </ul>	2M
3. Removing Exhaust System	Falling objects, Sharp edges	3H	<ul style="list-style-type: none"> <li>- Wear appropriate cut-resistant gloves.</li> <li>- Use correct tools for removal to control falling parts.</li> <li>- Secure loose components before removal.</li> <li>- Train workers on safe removal procedures.</li> <li>- Maintain clear communication during removal.</li> <li>- Install temporary supports for heavy sections.</li> <li>- Ensure PPE is worn correctly by all workers.</li> <li>- Use protective barriers around work area.</li> </ul>	2M

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
			- Regularly inspect tools for damage. - Implement buddy system for complex tasks.	
4. Detaching Catalytic Converter	Inhalation of fumes, Burns from hot surfaces	4A	- Wear appropriate PPE (goggles, gloves, long sleeves, pants, closed-toe shoes). - Use proper lifting techniques. - Ensure work area is clear of obstacles. - Use correct tools and equipment. - Follow manufacturer's instructions. - Work in a well-ventilated area. - Avoid contact with hot surfaces. - Use a fire extinguisher if needed. - Have a fire safety plan. - Keep a first aid kit nearby. - Communicate with your buddy.	2M
5. Transporting Converter	Trip hazards, Ergonomic strain	3H	- Use proper lifting techniques. - Use a dolly or pallet jack. - Clear the path of obstacles. - Use proper walking techniques. - Avoid carrying heavy loads. - Take breaks if needed. - Use proper storage techniques. - Communicate with your buddy.	1L
6. Installing New Converter	Incorrect installation, Falling items	4A	- Read the manufacturer's instructions. - Use proper tools and equipment. - Ensure the converter is properly aligned. - Tighten bolts properly. - Use proper lifting techniques. - Avoid contact with hot surfaces. - Use a fire extinguisher if needed. - Have a fire safety plan. - Keep a first aid kit nearby. - Communicate with your buddy.	2M

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7. Testing and Inspection	Noise exposure, Emission leaks	4A		1L
8. Cleanup and Disposal	Waste contamination, Chemical exposure	3H		1L
9. Final Inspection	Residual exposures, Administrative errors	3H		1L

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10. Reporting and Review	Data inaccuracy, Unaddressed issues	3H		1L
11. Training and Competency Assessment	Skill gaps, Non-compliance	2M		1L
12. Emergency Preparedness	Delayed response, Inadequate resources	3H		1L

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13. Personal Protective Equipment (PPE) Management	PPE failure, Worker noncompliance	4A		1L
14. Communication and Coordination	Miscommunication, Task overlap	3H		1L
15. Continual Improvement	Stagnation, Resistance to change	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.