

## Clipping Robust Vegetation 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<br>HIGH     | 3<br>HIGH     | 4<br>ACUTE    | 4<br>ACUTE | 4<br>ACUTE   |                |                                   | <b>Elimination</b><br>Remove the hazard.    |  |
| LIKELY         | 2<br>MODERATE | 3<br>HIGH     | 3<br>HIGH     | 4<br>ACUTE | 4<br>ACUTE   | 4A<br>ACUTE    | DO NOT PROCEED                    | <b>Substitution</b><br>Replace the hazard.  |  |
| POSSIBLE       | 1<br>LOW      | 2<br>MODERATE | 3<br>HIGH     | 4<br>ACUTE | 4<br>ACUTE   | 3H<br>HIGH     | Review before work starts.        | Isolation<br>Isolate People from the hazard |  |
| UNLIKELY       | 1<br>LOW      | 1<br>LOW      | 2<br>MODERATE | 3<br>HIGH  | 4<br>ACUTE   | 2M<br>MODERATE | Ensure control measures in place. | <b>Engineering</b><br>Isolate the hazard    |  |
| RARE           | 1<br>LOW      | 1<br>LOW      | 2<br>MODERATE | 3<br>HIGH  | 3<br>HIGH    | 1L<br>LOW      | Monitor and keep records.         | <b>Administrative</b><br>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:

- Eliminate**
- Substitute
- Isolate
- Engineering
- Administrative
- 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 equipment          | 3H           | <ul style="list-style-type: none"> <li>- Conduct a site inspection prior to work</li> <li>- Ensure all necessary equipment is available and functional</li> <li>- Review job scope and work procedures</li> <li>- Communicate the plan with the team</li> <li>- Verify qualifications of personnel involved</li> <li>- Ensure emergency contacts and procedures are known</li> <li>- Plan for breaks to avoid fatigue</li> <li>- Evaluate weather conditions</li> <li>- Arrange for necessary permits if applicable</li> <li>- Establish a first aid station close by</li> </ul> | 2M            |
| 2. Access Site      | Uneven terrain, Obstructions                    | 3H           | <ul style="list-style-type: none"> <li>- Wear appropriate PPE including gloves and boots</li> <li>- Conduct a site walk-through to identify hazards</li> <li>- Clear pathways before starting the work</li> <li>- Use barriers and signs to direct foot traffic</li> <li>- Establish clear access and egress routes</li> <li>- Use safe techniques to navigate with tools</li> <li>- Implement buddy system for remote locations</li> <li>- Brief workers on site-specific risks</li> <li>- Ensure worksite is well-lit</li> <li>- Check for unexpected wildlife</li> </ul>      | 2M            |
| 3. Set Up Equipment | Equipment malfunction, Manual handling injuries | 3H           | <ul style="list-style-type: none"> <li>- Inspect tools and equipment before use</li> <li>- Follow manufacturer guidelines for setup</li> <li>- Train workers on proper equipment usage</li> <li>- Use mechanical aids to move heavy equipment</li> <li>- Ensure team briefed on emergency shutdown procedures</li> <li>- Validate safety guards are in place</li> <li>- Test equipment function in a controlled manner</li> <li>- Keep the setup area free from obstacles</li> </ul>   | 2M            |

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|                        |  |              | <ul style="list-style-type: none"> <li>- Limit the number of persons near moving parts</li> <li>- Ensure secure positioning of equipment</li> </ul>   |               |
| 4. Clipping Vegetation | Cuts from tools, Exposure to allergens   | 3H           | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> | 2M            |
| 5. Manage Waste        | Trips from debris, heavy lifting         | 3H           | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>                   | 2M            |
| 6. End Work            | Inadequate debriefing, Lingering hazards | 3H           | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>   | 1L            |

| JOB STEP                      | POTENTIAL HAZARDS   | IR           | CONTROL MEASURES   | RR            |
|-------------------------------|---|--------------|--|---------------|
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|                               |   |              |  |               |
| 7. Conducting Risk Assessment | Overlooking potential hazards, Inaccurate risk prioritisation | 4A           |  | 3H            |
| 8. Task Assignment            | Role confusion, Inaccurate task assignment                    | 3H           |  | 2M            |
| 9. Monitoring Work            | Lack of oversight, Real-time hazard identification            | 3H           |  | 2M            |

| JOB STEP                    | POTENTIAL HAZARDS  | IR           | CONTROL MEASURES   | RR            |
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|                             |  |              |  |               |
| 10. Emergency Preparedness  | Inadequate emergency response, Panic in crisis                 | 4A           |  | 3H            |
| 11. Reviewing Procedures    | Non-compliance with protocols, Lack of stakeholder involvement | 3H           |  | 2M            |
| 12. Safeguarding Work Areas | Unauthorised access, Inadequate barriers                       | 4A           |  | 3H            |

| JOB STEP                  | POTENTIAL HAZARDS                                 | IR           | CONTROL MEASURES   | RR            |
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|                           |   |              |  |               |
| 13. Storage of Chemicals  | Chemical spills, Exposure to hazardous substances | 4A           |  | 2M            |
| 14. Worker Training       | Insufficient skill levels, Outdated knowledge     | 3H           |  | 2M            |
| 15. Equipment Maintenance | Equipment failure, Delayed servicing              | 4A           |  | 2M            |

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|----------------------------------|---|--------------|--|---------------|
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|                                  |   |              |  |               |
| 16. Health Surveillance          | Undetected health issues, Non-reporting of symptoms         | 3H           |  | 2M            |
| 17. Communications               | Misunderstanding instructions, Delayed information transfer | 3H           |  | 2M            |
| 18. Environmental Considerations | Environmental pollution, Habitat disturbance                | 4A           |  | 3H            |



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|                        |   |              |  |               |
| 19. Incident Reporting | Failure to report incidents, Incomplete records | 3H           |  | 2M            |
| 20. Closeout           | Overlooked tasks, Unresolved risks              | 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.