

## Concrete Paver 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	Manual handling injury, Slips, trips, and falls	3H	<ul style="list-style-type: none"> <li>- Conduct a pre-start meeting to discuss tasks and risks</li> <li>- Ensure work area is free of debris and trip hazards</li> <li>- Use mechanical aids for lifting heavy objects</li> <li>- Provide training on manual handling techniques</li> <li>- Mark clearly the boundaries of the work area</li> <li>- Ensure all workers wear appropriate PPE</li> <li>- Conduct site-specific induction for all workers</li> <li>- Regularly inspect and maintain tools and equipment</li> <li>- Restrict access to authorised personnel only</li> <li>- Identify emergency exits and first aid facilities</li> </ul>	2M
2. Site Inspection	Uneven surfaces, Hidden obstacles	2H	<ul style="list-style-type: none"> <li>- Survey site to identify and mark uneven areas</li> <li>- Remove or mark any hidden obstacles</li> <li>- Use suitable footwear with good grip</li> <li>- Assign a spotter to guide where necessary</li> <li>- Keep work area clean and well-lit</li> <li>- Use caution signs to alert workers of hazards</li> <li>- Use caution tape to block off hazardous areas</li> <li>- Ensure constant communication among team members</li> <li>- Place equipment away from high traffic zones</li> <li>- Prepare a site inspection checklist</li> </ul>	1L
3. Material Delivery	Traffic hazards, Falling materials	4A	<ul style="list-style-type: none"> <li>- Schedule deliveries during low traffic times</li> <li>- Use designated unloading zones</li> <li>- Wear high-visibility vests during delivery</li> <li>- Ensure proper load securing during transport</li> <li>- Use traffic controllers to manage pedestrian flow</li> <li>- Implement a delivery coordination plan</li> <li>- Use barriers and warning signs</li> <li>- Inspect delivery vehicles on arrival</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Ensure communication devices are functional</li> <li>- Provide training for safe unloading procedures</li> </ul>	
4. Site Marking	Inadequate planning, Miscommunication	2M	<ul style="list-style-type: none"> <li>- Establish a clear communication protocol</li> <li>- Use high-visibility safety vests and hard hats</li> <li>- Mark work areas with caution tape</li> <li>- Assign a dedicated safety officer</li> <li>- Conduct a pre-work safety meeting</li> <li>- Use proper lifting techniques</li> <li>- Maintain clear walkways</li> <li>- Use hand signals for equipment operation</li> <li>- Establish a no-go zone for heavy machinery</li> <li>- Regularly inspect equipment for safety</li> </ul>	1L
5. Base Preparation	Dust exposure, Noise pollution	3H	<ul style="list-style-type: none"> <li>- Wear dust masks and earplugs</li> <li>- Use water sprays to suppress dust</li> <li>- Limit work hours during peak noise times</li> <li>- Establish a noise-free zone</li> <li>- Use sound barriers</li> <li>- Rotate workers to avoid prolonged exposure</li> <li>- Monitor dust levels</li> <li>- Use low-noise equipment</li> <li>- Provide training on noise hazards</li> <li>- Regularly maintain equipment</li> </ul>	2M
6. Material Handling	Back injury, Material spillage	3H	<ul style="list-style-type: none"> <li>- Use proper lifting techniques</li> <li>- Use pallet jacks or forklifts</li> <li>- Wear back braces</li> <li>- Establish a spill response plan</li> <li>- Use spill kits</li> <li>- Train workers on safe handling</li> <li>- Regularly inspect equipment</li> <li>- Use proper stacking methods</li> <li>- Keep work areas clean</li> <li>- Use safety harnesses for high lifts</li> </ul>	2M

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7. Leveling	Incorrect leveling, Equipment malfunction	3H		2M
8. Mixing Concrete	Chemical burns, Inhalation, Skin irritation, dust	4A		2M
9. Concrete Pouring	Concrete splatter, Slips on wet surfaces	4A		2M

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10. Finishing Surface	Skin contact with chemicals, Eye injuries	3H		1L
11. Curing Concrete	Inadequate curing leading to structural issues, Trip hazards from curing materials	3H		2M
12. Cleaning Up	Inhalation of dust, Sharp objects	2M		1L

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13. Equipment Maintenance	Mechanical failure, Electrical hazards	4A		2M
14. Worker Training	Inadequate knowledge, Inappropriate behaviour	3H		1L
15. Emergency Preparedness	Response delays, Panicking	4A		2M

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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.