

## Construction Site Clean-Up 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>   |  |
| <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             | Slips, trips and falls, Manual handling injuries | 3H           | <ul style="list-style-type: none"> <li>Conduct site safety induction for all workers</li> <li>Ensure appropriate signage for uneven surfaces</li> <li>Provide adequate lighting in work areas</li> <li>Encourage regular team meetings to review safety procedures</li> <li>Ensure appropriate personal protective equipment is worn</li> <li>Conduct manual handling training for all workers</li> <li>Assess all tasks for manual handling risks and apply controls</li> <li>Ensure clear walkways free of obstructions</li> <li>Regularly monitor weather conditions for outdoor tasks</li> <li>Implement site housekeeping rules</li> </ul> | 2M            |
| 2. Assemble Required Tools | Injury from improper use, Tool malfunction       | 3H           | <ul style="list-style-type: none"> <li>Use tools only for their intended purpose</li> <li>Inspect all tools for damage before use</li> <li>Conduct regular maintenance checks on tools</li> <li>Provide training on proper use of each tool</li> <li>Store tools in designated locations</li> <li>Provide PPE such as gloves when handling sharp tools</li> <li>Ensure only qualified personnel operate power tools</li> <li>Tag and repair or replace faulty tools</li> <li>Maintain tools per manufacturer's instructions</li> <li>Develop a procedure for reporting and managing defective tools</li> </ul>                                  | 1L            |
| 3. Set Up Work Area        | Accidental collisions, Noise pollution           | 3H           | <ul style="list-style-type: none"> <li>Define and secure work areas with barriers</li> <li>Use warning signs to alert others of work activities</li> <li>Provide workers with hearing protection equipment</li> <li>Schedule high noise activities during less busy times</li> <li>Hold regular toolbox talks about site safety</li> <li>Ensure all equipment meets noise emission guidelines</li> <li>Install noise dampening solutions where possible</li> <li>Implement a communication protocol for heavy equipment operations</li> </ul>   | 2M            |

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|------------------------------|---|--------------|--|---------------|
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|                              |   |              | Train workers on awareness of site hazards<br>Limit access to authorised personnel only  |               |
| 4. Remove Debris             | Sharp objects causing cuts, Exposure to hazardous materials | 4A           | [REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED] | 2M            |
| 5. Sweep and Vacuum Surfaces | Dust inhalation, Slips on wet or loose surfaces             | 3H           | [REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]               | 1L            |
| 6. Clean Tools and Equipment | Chemical exposure, Injury from equipment handling           | 4A           | [REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]<br>[REDACTED]   | 1L            |

| 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 |
|                             |   |              |  |               |
| 7. Load and Transport Waste | Back strain from lifting, Spillage during transport | 3H           |  | 2M            |
| 8. Store Materials Safely   | Blockage of emergency exit, instability             | 3H           |  | 2M            |
| 9. Maintain Site Security   | Unauthorised access, Vandalism                      | 3H           |  | 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 |
|                                |  |              |  |               |
| 10. Review Clean-Up Procedures | Inadequate safety review, Missed hazards   | 3H           |  | 1L            |
| 11. Dispose of Hazardous Waste | Toxic exposure, Incorrect disposal methods | 4A           |  | 2M            |
| 12. Monitor Air Quality        | Respiratory issues, Contaminant exposure   | 3H           |  | 1L            |

| 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 |
|                                       |   |              |  |               |
| 13. Clear Working Paths and Entrances | Trips over debris, Restricted access during emergencies | 3H           |  | 1L            |
| 14. Perform Equipment Checks          | Machinery failures, Operator error                      | 3H           |  | 1L            |
| 15. Manage Cleaning Chemicals         | Chemical burns, Inhalation risks                        | 3H           |  | 1L            |

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|-------------------------------|--|--------------|--|---------------|
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|                               |  |              |  |               |
| 16. Remove Temporary Controls | Residual hazards reoccurrence, Delay in resuming normal operations   | 2M           |  | 1L            |
| 17. Evaluate Progress         | Inadequate evaluation methods, Failure to identify improvement areas | 2M           |  | 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.