

Coupling And Uncoupling Trucks 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			Elimination Remove the hazard.
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	Substitution 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.	Engineering Isolate the hazard
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.	Administrative Change
								PPE

Risk Rating & Required Action:

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.
3H	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
1L	Proceed, following standard operating procedures. Monitor and keep records.

Consequence Scale:

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

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	Improper equipment use, Fatigue	3H	<p>Ensure all personnel are adequately trained in equipment use</p> <p>Conduct a toolbox talk to highlight the importance of proper coupling procedures</p> <p>Implement a fatigue management plan</p> <p>Ensure workers have adequate rest breaks</p> <p>Regularly inspect equipment for faults and wear</p> <p>Enforce a schedule for routine maintenance checks</p> <p>Identify potential hazards in the work area before commencing</p> <p>Use a job checklist to ensure all steps are followed</p> <p>Assign a competent supervisor to oversee preparation</p> <p>Provide adequate lighting in preparation area</p>	2M
2. Secure vehicle	Vehicle movement, Slippery surfaces	3M	<p>Ensure the area is well lit and provides clear visibility</p> <p>Verify that ground surfaces are stable and non-slip</p> <p>Use wheel chocks to prevent unintended vehicle movement</p> <p>Establish a communications procedure between drivers and ground crew</p> <p>Check for surface hazards and address them before starting</p> <p>Provide anti-slip footwear to personnel</p> <p>Schedule regular site maintenance to manage conditions</p> <p>Ensure vehicle hand brakes are fully engaged</p> <p>Place static warning signs for slippery conditions</p> <p>Utilize signalling devices to alert personnel of moving vehicles</p>	2M
3. Position truck for coupling	Poor visibility, Vehicle collision	4A	<p>Use a spotter to guide the driver into position</p> <p>Install mirrors and cameras for better visibility</p> <p>Clear the area of unnecessary personnel and obstacles</p> <p>Designate and demarcate a safe positioning area</p> <p>Implement a vehicle speed limit in coupling areas</p> <p>Ensure proper lighting for night or low-visibility operations</p> <p>Conduct regular training on vehicle manoeuvring</p> <p>Utilize a radio communication system between driver and spotter</p>	3H

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			Regularly calibrate and maintain camera equipment Provide refreshers on spatial awareness for drivers	
4. Lift trailer	Strain injuries, Equipment failure	3H	[REDACTED]	2M
5. Engage fifth wheel	Pinching hazards, Misalignment	3H	[REDACTED]	2M
6. Connect air and electrical lines	Electrical hazards, Air pressure leaks	3H	[REDACTED]	1L

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7. Perform walk-around inspection	Trip hazards, Overlooking defects	2M		1L
8. Ensure load security	Load shift, Improper securing method	3H		2M
9. Finalise paperwork	Data entry errors, Document mishandling	2M		1L

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10. Departure	Vehicle accidents, Distractions	3H		2M
11. Communication Protocol Establishment	Miscommunication, Poor signal connection	3H		2M
12. Continuous Monitoring	Fatigue, Lack of concentration	3H		2M

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13. Emergency Preparedness	Delayed response time, Inadequate procedures	3H		1L
14. Coupled Vehicle Inspection	Overlooking defects, Time pressure	3H		2M
15. Completing Coupling	Injury from improper handling, Equipment malfunction	3H		2M

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16. Roadworthiness Check	Missed maintenance issues, Faulty equipment	4A		2M
17. Work Site Safety	Uncontrolled access, Equipment hazards	4A		2M
18. End-of-Shift Procedures	Incomplete documentation, End-of-shift fatigue	3H		2M

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19. Incident Reporting	Incomplete reporting, Delayed incident notification	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.