

## Crowbar Use 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			<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	Slips, Incorrect posture	3H	<ul style="list-style-type: none"> <li>- Ensure work area is dry and clear of obstructions</li> <li>- Wear appropriate footwear with non-slip sole</li> <li>- Conduct training on correct posture and lifting technique</li> <li>- Plan the task ahead to identify possible hazards</li> <li>- Keep tools organised and easily accessible</li> <li>- Ensure adequate lighting in the work area</li> <li>- Use signs to indicate potential slippery areas</li> <li>- Use mechanical aids where possible to minimise manual handling</li> <li>- Perform a pre-task stretching routine</li> <li>- Limit work during adverse weather conditions</li> </ul>	2M
2. Handling the Crowbar	Pinch points, Muscle strain	4H	<ul style="list-style-type: none"> <li>- Wear gloves to protect hands from pinch points</li> <li>- Use proper lifting techniques to handle the crowbar</li> <li>- Rotate tasks to prevent repetitive strain injuries</li> <li>- Inspect crowbar before use for any defects or damage</li> <li>- Maintain a firm grip on the crowbar at all times</li> <li>- Ensure clear communication with team members during use</li> <li>- Use a buddy system to assist with heavy lifting</li> <li>- Limit the duration of continuous crowbar use</li> <li>- Train workers on identifying and avoiding pinch points</li> <li>- Provide breaks to avoid fatigue</li> <li>- Use appropriate size and weight of crowbar for the task</li> </ul>	2M
3. Positioning the Crowbar	Struck by moving objects, Back injury	4A	<ul style="list-style-type: none"> <li>- Clearly mark the work zone and restrict access to authorised personnel only</li> <li>- Use cones and signage to warn others of the work being undertaken</li> <li>- Ensure the crowbar is positioned securely before applying force</li> <li>- Use correct lifting and positioning techniques to minimise strain</li> <li>- Make use of mechanical aids for positioning when possible</li> <li>- Train workers on the dangers of working in close proximity to heavy objects</li> <li>- Minimise distractions during positioning tasks</li> </ul>	2M

Use of load, Tool	4A	<ul style="list-style-type: none"> <li>- Evaluate work area for any additional hazards before starting</li> <li>- Ensure appropriate rest periods are observed during high-exertion</li> </ul>
Edges, Tripping Hazards	3H	

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7. Setting Up Worksite	Unstable surfaces, Poor visibility	4A		2M
8. PPE Compliance	Lack of protection, Incorrect PPE usage	3H		1L
9. Handling Materials	Material splinters, Overloading	3H		2M

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			<div>1. Use proper lifting techniques</div> <div>2. Wear appropriate PPE</div> <div>3. Maintain clear workspace</div> <div>4. Use proper body mechanics</div> <div>5. Avoid overexertion</div> <div>6. Use proper posture</div> <div>7. Take regular breaks</div> <div>8. Use proper equipment</div> <div>9. Follow safety protocols</div> <div>10. Use proper communication</div>	
10. Communication	Miscommunication, Auditory strain	3	<div>1. Use clear, concise language</div> <div>2. Repeat instructions if necessary</div> <div>3. Use visual aids</div> <div>4. Confirm understanding</div> <div>5. Use proper tone of voice</div> <div>6. Avoid background noise</div> <div>7. Use proper volume</div> <div>8. Use proper timing</div> <div>9. Use proper location</div> <div>10. Use proper equipment</div>	1L
11. Emergency Procedures	Panic responses, Delayed injury response	4A	<div>1. Establish clear emergency procedures</div> <div>2. Train employees on emergency procedures</div> <div>3. Use proper communication</div> <div>4. Use proper equipment</div> <div>5. Follow safety protocols</div> <div>6. Use proper body mechanics</div> <div>7. Avoid overexertion</div> <div>8. Use proper posture</div> <div>9. Take regular breaks</div> <div>10. Use proper equipment</div>	2M

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12. Site Cleanliness	Slip hazards, Accumulation of debris	3H		1L
13. Monitoring and Feedback	Unaddressed issues, Ineffective communication	3H		1L
14. Post-use Checks	Hidden damage, Tool degradation	3H		1L

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15. Documentation	Incomplete records, Data loss	3H		2M

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.