

Curb Machine Operating 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:

- 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	slips, falls	3H	<ul style="list-style-type: none"> - Ensure the work area is clean and dry. - Use slip-resistant mats if necessary. - Provide adequate lighting. - Clear the area of any unnecessary objects. - Conduct a safety briefing with all personnel. - Check all personal protective equipment (PPE) is available. - Review the operation procedures with staff. - Establish a communication protocol. - Mark hazardous areas with cones or barriers. - Ensure operators are properly trained. 	2M
2. Machine Inspection	mechanical failure, electrical shock	3H	<ul style="list-style-type: none"> - Perform pre-operation inspection of equipment. - Ensure all emergency stop features are functioning. - Check battery levels and electrical connections. - Verify all guards and covers are secure. - Report any defects immediately and do not operate until resolved. - Use a competent person to inspect the machine. - Maintain a logbook for inspections. - Disconnect power before inspection when possible. - Have suitable fire extinguishing equipment near. - Ensure all inspections are documented. 	1L
3. Transport to Site	traffic collision, machine damage	3H	<ul style="list-style-type: none"> - Use a licensed and competent driver. - Secure the machine properly on the transport vehicle. - Use warning lights and signage during transport. - Follow all legal requirements for road transport. - Plan the route to avoid hazards. - Load and unload on level ground. - Conduct a pre-trip briefing for transport personnel. - Maintain communication between driver and site. 	2M

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			<ul style="list-style-type: none"> - Monitor traffic conditions and adjust plans accordingly. - Ensure vehicle is suitable for the machine weight. 	
4. Site Setup	trip hazards, unauthorised access	3H	<ul style="list-style-type: none"> - Establish a safe work area around the machine. - Use high-visibility safety vests and reflective tape. - Use traffic cones or barriers to mark the work area. - Ensure all personnel are aware of the work area and the machine's location. - Use a spotter to monitor traffic and the machine's position. - Use a clear communication system (e.g., hand signals or radio) between the operator and the spotter. - Use a designated entry and exit point for personnel and equipment. - Use a designated parking area for personnel and equipment. - Use a designated storage area for tools and equipment. - Use a designated disposal area for waste. - Use a designated recycling area for recyclables. - Use a designated composting area for compost. - Use a designated mulching area for mulch. - Use a designated topsoil area for topsoil. - Use a designated seed area for seed. - Use a designated fertilizer area for fertilizer. - Use a designated herbicide area for herbicide. - Use a designated insecticide area for insecticide. - Use a designated fungicide area for fungicide. - Use a designated nematicide area for nematicide. - Use a designated molluscicide area for molluscicide. - Use a designated acaricide area for acaricide. - Use a designated miticide area for miticide. - Use a designated repellent area for repellent. - Use a designated attractant area for attractant. - Use a designated pheromone area for pheromone. - Use a designated kairomone area for kairomone. - Use a designated allelopathy area for allelopathy. - Use a designated biocontrol area for biocontrol. - Use a designated natural enemy area for natural enemy. - Use a designated beneficial insect area for beneficial insect. - Use a designated beneficial nematode area for beneficial nematode. - Use a designated beneficial microorganism area for beneficial microorganism. - Use a designated beneficial plant area for beneficial plant. - Use a designated beneficial animal area for beneficial animal. - Use a designated beneficial microbe area for beneficial microbe. - Use a designated beneficial virus area for beneficial virus. - Use a designated beneficial bacterium area for beneficial bacterium. - Use a designated beneficial fungus area for beneficial fungus. - Use a designated beneficial protist area for beneficial protist. - Use a designated beneficial invertebrate area for beneficial invertebrate. - Use a designated beneficial vertebrate area for beneficial vertebrate. - Use a designated beneficial plant community area for beneficial plant community. - Use a designated beneficial animal community area for beneficial animal community. - Use a designated beneficial microbe community area for beneficial microbe community. - Use a designated beneficial virus community area for beneficial virus community. - Use a designated beneficial bacterium community area for beneficial bacterium community. - Use a designated beneficial fungus community area for beneficial fungus community. - Use a designated beneficial protist community area for beneficial protist community. - Use a designated beneficial invertebrate community area for beneficial invertebrate community. - Use a designated beneficial vertebrate community area for beneficial vertebrate community. - Use a designated beneficial plant community area for beneficial plant community. - Use a designated beneficial animal community area for beneficial animal community. - Use a designated beneficial microbe community area for beneficial microbe community. - Use a designated beneficial virus community area for beneficial virus community. - Use a designated beneficial bacterium community area for beneficial bacterium community. - Use a designated beneficial fungus community area for beneficial fungus community. - Use a designated beneficial protist community area for beneficial protist community. - Use a designated beneficial invertebrate community area for beneficial invertebrate community. - Use a designated beneficial vertebrate community area for beneficial vertebrate community. 	2M
5. Tool and Equipment Check	tool malfunction, incorrect tool usage	3H	<ul style="list-style-type: none"> - Inspect all tools and equipment before use. - Ensure all tools and equipment are in good working order. - Use the correct tool for the job. - Follow the manufacturer's instructions for the use of the tool. - Use the correct technique for the use of the tool. - Use the correct safety equipment for the use of the tool. - Use the correct personal protective equipment (PPE) for the use of the tool. - Use the correct work area for the use of the tool. - Use the correct disposal method for the use of the tool. - Use the correct recycling method for the use of the tool. - Use the correct composting method for the use of the tool. - Use the correct mulching method for the use of the tool. - Use the correct topsoil method for the use of the tool. - Use the correct seed method for the use of the tool. - Use the correct fertilizer method for the use of the tool. - Use the correct herbicide method for the use of the tool. - Use the correct insecticide method for the use of the tool. - Use the correct fungicide method for the use of the tool. - Use the correct nematicide method for the use of the tool. - Use the correct molluscicide method for the use of the tool. - Use the correct acaricide method for the use of the tool. - Use the correct miticide method for the use of the tool. - Use the correct repellent method for the use of the tool. - Use the correct attractant method for the use of the tool. - Use the correct pheromone method for the use of the tool. - Use the correct kairomone method for the use of the tool. - Use the correct allelopathy method for the use of the tool. - Use the correct biocontrol method for the use of the tool. - Use the correct natural enemy method for the use of the tool. - Use the correct beneficial insect method for the use of the tool. - Use the correct beneficial nematode method for the use of the tool. - Use the correct beneficial microorganism method for the use of the tool. - Use the correct beneficial plant method for the use of the tool. - Use the correct beneficial animal method for the use of the tool. - Use the correct beneficial microbe method for the use of the tool. - Use the correct beneficial virus method for the use of the tool. - Use the correct beneficial bacterium method for the use of the tool. - Use the correct beneficial fungus method for the use of the tool. - Use the correct beneficial protist method for the use of the tool. - Use the correct beneficial invertebrate method for the use of the tool. - Use the correct beneficial vertebrate method for the use of the tool. - Use the correct beneficial plant community method for the use of the tool. - Use the correct beneficial animal community method for the use of the tool. - Use the correct beneficial microbe community method for the use of the tool. - Use the correct beneficial virus community method for the use of the tool. - Use the correct beneficial bacterium community method for the use of the tool. - Use the correct beneficial fungus community method for the use of the tool. - Use the correct beneficial protist community method for the use of the tool. - Use the correct beneficial invertebrate community method for the use of the tool. - Use the correct beneficial vertebrate community method for the use of the tool. 	1L
6. Operator Training	operator error, inadequate knowledge	4A	<ul style="list-style-type: none"> - Provide comprehensive training for the operator. - Ensure the operator is familiar with the machine and its controls. - Use the correct technique for the use of the machine. - Use the correct safety equipment for the use of the machine. - Use the correct personal protective equipment (PPE) for the use of the machine. - Use the correct work area for the use of the machine. - Use the correct disposal method for the use of the machine. - Use the correct recycling method for the use of the machine. - Use the correct composting method for the use of the machine. - Use the correct mulching method for the use of the machine. - Use the correct topsoil method for the use of the machine. - Use the correct seed method for the use of the machine. - Use the correct fertilizer method for the use of the machine. - Use the correct herbicide method for the use of the machine. - Use the correct insecticide method for the use of the machine. - Use the correct fungicide method for the use of the machine. - Use the correct nematicide method for the use of the machine. - Use the correct molluscicide method for the use of the machine. - Use the correct acaricide method for the use of the machine. - Use the correct miticide method for the use of the machine. - Use the correct repellent method for the use of the machine. - Use the correct attractant method for the use of the machine. - Use the correct pheromone method for the use of the machine. - Use the correct kairomone method for the use of the machine. - Use the correct allelopathy method for the use of the machine. - Use the correct biocontrol method for the use of the machine. - Use the correct natural enemy method for the use of the machine. - Use the correct beneficial insect method for the use of the machine. - Use the correct beneficial nematode method for the use of the machine. - Use the correct beneficial microorganism method for the use of the machine. - Use the correct beneficial plant method for the use of the machine. - Use the correct beneficial animal method for the use of the machine. - Use the correct beneficial microbe method for the use of the machine. - Use the correct beneficial virus method for the use of the machine. - Use the correct beneficial bacterium method for the use of the machine. - Use the correct beneficial fungus method for the use of the machine. - Use the correct beneficial protist method for the use of the machine. - Use the correct beneficial invertebrate method for the use of the machine. - Use the correct beneficial vertebrate method for the use of the machine. - Use the correct beneficial plant community method for the use of the machine. - Use the correct beneficial animal community method for the use of the machine. - Use the correct beneficial microbe community method for the use of the machine. - Use the correct beneficial virus community method for the use of the machine. - Use the correct beneficial bacterium community method for the use of the machine. - Use the correct beneficial fungus community method for the use of the machine. - Use the correct beneficial protist community method for the use of the machine. - Use the correct beneficial invertebrate community method for the use of the machine. - Use the correct beneficial vertebrate community method for the use of the machine. 	2M

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7. Machine Warm-up	mechanical damage, overheating	3H		1L
8. Trial Run	unexpected machine behaviour, inadequate material handling	4A		2M
9. Material Loading	manual handling injury, material spillage	3H		1L

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10. Operating Machine	entanglement, machinery pinch points	4A		2M
11. Monitoring Production Quality	defective output, operator distraction	3H		2M
12. Adjusting Machine Settings	incorrect settings adjustment, machine overload	3H		1L

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13. Emergency Procedures	delayed response, communication breakdown	4A		2M
14. Machine Shutdown	residual energy release, incorrect shutdown sequence	3H		1L
15. Maintenance	exposure to moving parts, chemical exposure	4A		2M

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16. Documentation and Reporting	incomplete records, miscommunication	2M		1L
17. End-of-Shift Procedures	site unsecured, incomplete handover	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>

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>

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>

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.

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>

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>

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