

## Deal With Fallen Trees On Buildings 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	Unstable ground, Poor weather conditions	3H	<ul style="list-style-type: none"> <li>- Conduct site assessment to identify specific risks of unstable areas</li> <li>- Review weather forecasts and plan work during favourable conditions</li> <li>- Establish communication protocols for emergencies</li> <li>- Provide training on site-specific hazards</li> <li>- Install warning signs around dangerous zones</li> <li>- Secure site perimeter with barriers</li> <li>- Arrange for first aid facilities on-site</li> <li>- Allocate trained personnel for monitoring conditions</li> <li>- Verify emergency contact numbers are accessible</li> <li>- Schedule regular briefings and updates</li> </ul>	2M
2. Access Site	Slips, trips and falls, Vehicle collision	4M	<ul style="list-style-type: none"> <li>- Wear appropriate PPE including safety boots and helmets</li> <li>- Use high visibility clothing for all personnel</li> <li>- Apply markers to guide vehicles on site</li> <li>- Ensure clear and marked access paths</li> <li>- Conduct pre-entry vehicle checks</li> <li>- Use barriers or cones to separate pedestrian routes from vehicle areas</li> <li>- Use signs to alert personnel of vehicle activity</li> <li>- Keep access routes free of obstacles</li> <li>- Train personnel in defensive walking techniques</li> <li>- Communicate access routes during briefing</li> </ul>	2M
3. Assess Tree Stability	Tree collapse, Environmental exposure	3H	<ul style="list-style-type: none"> <li>- Use binoculars or drones for initial distant assessment</li> <li>- Engage trained arborists for stability evaluation</li> <li>- Identify lean angle and root base condition</li> <li>- Keep unnecessary personnel away from the base until stabilised</li> <li>- Implement buddy system for all personnel during assessment</li> <li>- Set up safe observation points</li> <li>- Verify radio channels are tested and operational</li> <li>- Provide additional waterproof clothing if necessary</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Brief on environmental hazards such as wildlife</li> <li>- allocate a lookout for changes in condition</li> </ul>	
4. Plan Removal Strategy	Equipment failure, Miscommunication	3H	<ul style="list-style-type: none"> <li>- Establish a clear communication system between all personnel involved in the removal process.</li> <li>- Ensure all equipment is inspected and maintained before use.</li> <li>- Assign specific roles and responsibilities to each team member.</li> <li>- Conduct a pre-removal meeting to discuss the plan and potential hazards.</li> <li>- Use appropriate PPE at all times.</li> <li>- Establish a safe work area and restrict access to unauthorized personnel.</li> <li>- Use proper techniques for cutting and pulling to avoid equipment failure.</li> <li>- Have a backup plan in case of equipment failure or unexpected hazards.</li> <li>- Monitor the condition of the tree and equipment throughout the process.</li> <li>- Stop work immediately if any unsafe conditions are identified.</li> <li>- Ensure all personnel are trained and qualified to perform the tasks.</li> <li>- Use clear hand signals or communication devices to coordinate movements.</li> <li>- Maintain a safe distance from the equipment and the tree during operations.</li> <li>- Have a first aid kit and emergency contact information readily available.</li> <li>- Follow all safety protocols and procedures outlined in the company manual.</li> <li>- Document the removal process and any incidents that occur.</li> <li>- Review the plan and progress regularly, making adjustments as needed.</li> <li>- Ensure the area is clear of obstacles and debris before starting work.</li> <li>- Use proper footing and balance when working on or near the tree.</li> <li>- Avoid overexertion and take breaks as needed to prevent fatigue.</li> <li>- Communicate any changes or concerns to the team immediately.</li> <li>- Use proper techniques for securing and moving equipment.</li> <li>- Ensure all equipment is used within its rated capacity.</li> <li>- Follow the manufacturer's instructions for all equipment.</li> <li>- Keep a clear path for 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5. Stabilise Tree	Falling branches, Securing failures	3H	<ul style="list-style-type: none"> <li>- Use proper techniques for cutting and pulling to avoid equipment failure.</li> <li>- Have a backup plan in case of equipment failure or unexpected hazards.</li> <li>- Monitor the condition of the tree and equipment throughout the process.</li> <li>- Stop work immediately if any unsafe conditions are identified.</li> <li>- Ensure all personnel are trained and qualified to perform the tasks.</li> <li>- Use clear hand signals or communication devices to coordinate movements.</li> <li>- Maintain a safe distance from the equipment and the tree during operations.</li> <li>- Have a first aid kit and emergency contact information readily available.</li> <li>- Follow all safety protocols and procedures outlined in the company manual.</li> <li>- Document the removal process and any incidents that occur.</li> <li>- Review the plan and progress regularly, making adjustments as needed.</li> <li>- Ensure the area is clear of obstacles and debris before starting work.</li> <li>- Use proper footing and balance when working on or near the tree.</li> <li>- Avoid overexertion and take breaks as needed to prevent fatigue.</li> <li>- Communicate any changes or concerns to the team immediately.</li> <li>- Use proper techniques for securing and moving equipment.</li> <li>- Ensure all equipment is used within its rated capacity.</li> <li>- Follow the manufacturer's instructions for all equipment.</li> <li>- Keep a clear path for equipment and personnel to exit the work area.</li> <li>- Use proper techniques for cutting and pulling to avoid equipment failure.</li> <li>- Have a backup plan in case of equipment failure or unexpected hazards.</li> <li>- Monitor the condition of the tree and equipment throughout the process.</li> <li>- Stop work immediately if any unsafe conditions are identified.</li> <li>- Ensure all personnel are trained and qualified to perform the tasks.</li> <li>- Use clear hand signals or communication devices to coordinate movements.</li> <li>- Maintain a safe distance from the equipment and the tree during operations.</li> <li>- Have a first aid kit and emergency contact information readily available.</li> <li>- Follow all safety protocols and procedures outlined in the company manual.</li> <li>- Document the removal process and any incidents that occur.</li> <li>- Review the plan and progress regularly, making adjustments as needed.</li> <li>- Ensure the area is clear of obstacles and debris before starting work.</li> <li>- Use proper footing and balance when working on or near the tree.</li> <li>- Avoid overexertion and take breaks as needed to prevent fatigue.</li> <li>- Communicate any changes or concerns to the team immediately.</li> <li>- Use proper techniques for securing and moving equipment.</li> <li>- Ensure all equipment is used within its rated capacity.</li> <li>- Follow the manufacturer's instructions for all equipment.</li> <li>- Keep a clear path for equipment and personnel to exit the work area.</li> </ul>	2M
6. Remove Branches	Falling debris, Injuries from cutting equipment	3H	<ul style="list-style-type: none"> <li>- Use proper techniques for cutting and pulling to avoid equipment failure.</li> <li>- Have a backup plan in case of equipment failure or unexpected hazards.</li> <li>- Monitor the condition of the tree and equipment throughout the process.</li> <li>- Stop work immediately if any unsafe conditions are identified.</li> <li>- Ensure all personnel are trained and qualified to perform the tasks.</li> <li>- Use clear hand signals or communication devices to coordinate movements.</li> <li>- Maintain a safe distance from the equipment and the tree during operations.</li> <li>- Have a first aid kit and emergency contact information readily available.</li> <li>- Follow all safety protocols and procedures outlined in the company manual.</li> <li>- Document the removal process and any incidents that occur.</li> <li>- Review the plan and progress regularly, making adjustments as needed.</li> <li>- Ensure the area is clear of obstacles and debris before starting work.</li> <li>- Use proper footing and balance when working on or near the tree.</li> <li>- Avoid overexertion and take breaks as needed to prevent fatigue.</li> <li>- Communicate any changes or concerns to the team immediately.</li> <li>- Use proper techniques for securing and moving equipment.</li> <li>- Ensure all equipment is used within its rated capacity.</li> <li>- Follow the manufacturer's instructions for all equipment.</li> <li>- Keep a clear path for equipment and personnel to exit the work area.</li> </ul>	2M

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7. Lower Trunk	Crushing injuries, Equipment malfunction	3H		2M
8. Post-Removal Inspection	Residual branch instability, Structural damage	2M		1L
9. Site Clean-Up	Manual handling injuries, Exposure to soil contaminants	3H		2M

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10. Restore Utilities	Electrical hazards, Gas leaks	4A	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	2M
11. Reassess Protective Barriers	Unauthorized entry, PPE misuse	2M	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
12. Update Emergency Plans	Outdated procedures, Incomplete emergency contacts	2M	<div></div> <div></div> <div></div>	1L

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			<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	

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.