

Dragging Cars From Certain Positions 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:								Notes on Hierarchy of Controls:	
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. Eliminate	
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	
Consequence Scale:								Always document why 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	Slip, trip, and fall, Muscle strain	3H	<ul style="list-style-type: none"> - Conduct site survey to identify potential slip and trip hazards - Ensure all crew are wearing appropriate footwear with non-slip soles - Provide proper training on manual handling techniques - Mark and illuminate pathways for clear visibility - Implement buddy system for lifting heavy equipment - Make sure work area is clear of unnecessary items - Provide adequate lighting in all operational areas - Evaluate ground conditions and communicate to all workers - Look out for ground-level obstructions - Conduct toolbox meeting to discuss task risks and controls 	2M
2. Vehicle Inspection	Vehicular malfunction, Accidental activation	3H	<ul style="list-style-type: none"> - Perform pre-operation check of all vehicles - Ensure all emergency systems are functioning - Use only certified and trained personnel for vehicle inspection - Implement tag-out/lock-out system during inspection - Document the inspection process for accountability - Verify all safety devices such as seat belts and safety interlocks - Check hydraulic systems for leaks or issues - Conduct brake testing before proceeding to operations - Educate workers on vehicle safety protocols - Ensure all control panels are functioning correctly 	1L
3. Planning Towing Path	Communication failure, Obstruction on path	3H	<ul style="list-style-type: none"> - Ensure proper walkie-talkie communication devices are in working order - Establish clear hand signals for operators and guides - Designate a path overseer to continuously check route - Conduct a briefing with all personnel on the path plan - Remove obstacles along the path prior to towing - Use spotters to guide movements in blind spots - Actively monitor weather conditions - Clearly mark path boundaries with cones or flags 	2M

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			<ul style="list-style-type: none"> - Maintain regular updates on path conditions - Prepare alternate routes if necessary 	
4. Attaching Tow Equipment	Equipment failure, Pinching injuries	3H	<ul style="list-style-type: none"> - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly 	2M
5. Initial Towing Setup	Inadequate communication, Inadequate equipment setup	4A	<ul style="list-style-type: none"> - Establish clear communication - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly 	2M
6. Testing Equipment	Unexpected equipment behaviour, Electrical failure	3H	<ul style="list-style-type: none"> - Test equipment before use - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly - Use correct hitching technique - Inspect tow equipment before use - Ensure correct weight distribution - Use proper tie-down technique - Secure load properly 	1L

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7. Conducting Stability Check	Vehicle tipping, Load shifting	4A		2M
8. Initial Towing	Load movement, Team miscommunication	3H		2M
9. Monitoring Vehicle Motion	Overspeeding, Loss of control	3H		2M

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10. Adjusting Towing Configuration	Equipment disengagement, Unintended acceleration	4A		2M
11. Clearing Pathway	Obstructions, Environmental hazard	3H		1L
12. Finalising Tow	Tow failure, Unsteady load	4A		2M

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13. Equipment Dismantle	Crushing injuries, Equipment collapse	4A		2M
14. Post-Operation Inspection	Hidden damages, Residual stress	3H		1L
15. Team Debriefing	Miscommunication, Incomplete documentation	2M		1L

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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.