

Edge Sander Risk Assessment

Business Name:	ABN:	
Business Address:		
Contact Person:	Phone:	Email:

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THE 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, trips	3H	<ul style="list-style-type: none"> - Ensure the workspace is clean and free of debris - Provide adequate lighting to highlight potential slip hazards - Wear appropriate non-slip footwear - Mark out the work area with clear signage - Train workers on workspace safety protocols - Inspect and tidy cables to avoid tripping - Use anti-fatigue mats when standing for long periods - Clearly label waste bins for easy identification - Implement a checklist to ensure completion of preparation tasks - Conduct periodic inspections of the work area 	2M
2. Checking Equipment	equipment malfunction, electric shock	4H	<ul style="list-style-type: none"> - Perform regular maintenance checks on sanders - Ensure equipment has undergone safety inspections - Use only equipment that is certified by the regulatory body - Test electrical connections and cords for any signs of damage - Wear rubber-soled shoes for added protection - Verify that emergency stop buttons are functional - Train workers on equipment safety protocols - Use equipment as per manufacturer guidelines - Implement lockout/tagout procedures during maintenance - Document all equipment safety checks 	2M
3. Material Selection	incorrect material handling, cuts	3H	<ul style="list-style-type: none"> - Provide training on the selection of suitable materials - Use gloves designed for handling sharp objects - Store materials securely to prevent shifts - Label materials clearly - Use mechanical aids for heavy lifting - Conduct safety briefings before handling materials - Maintain clear pathways - Ensure cutters and handling tools are in good condition 	1L

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			<ul style="list-style-type: none"> - Use protective guards on sharp edges when moving materials - Consult material safety data sheets for information 	
4. Setting Up Edge Sander	pinch points, strains	3H	<ul style="list-style-type: none"> - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] 	2M
5. Adjusting Settings	incorrect adjustment, mechanical failure	3H	<ul style="list-style-type: none"> - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] 	2M
6. Attaching Safety Guards	lack of protection, falls	4A	<ul style="list-style-type: none"> - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] - [REDACTED] 	2M

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7. Load Material	manual handling injuries, slips	3H		1L
8. Starting the Machine	mechanical failure,	4A		2M
9. Operating the Sander	dust inhalation, skin injury	4A		2M

SAFETY DATA SHEET

1. Identification

1.1 Product name: 3H

1.2 Other names: 3H

1.3 Supplier: 3H

2. Hazard identification

2.1 Hazardous: 3H

2.2 Hazard statements: 3H

2.3 Precautionary statements: 3H

3. Composition/information on ingredients

3.1 Ingredients: 3H

3.2 Other ingredients: 3H

4. First aid measures

4.1 Inhalation: 3H

4.2 Skin contact: 3H

4.3 Eye contact: 3H

4.4 Ingestion: 3H

5. Fire fighting measures

5.1 Fire hazard: 3H

5.2 Fire fighting: 3H

6. Accidental release measures

6.1 Spill/leak: 3H

6.2 Other: 3H

7. Handling and storage

7.1 Handling: 3H

7.2 Storage: 3H

8. Exposure controls

8.1 Exposure limits: 3H

8.2 Other: 3H

9. Physical and chemical properties

9.1 Physical state: 3H

9.2 Other: 3H

10. Stability and reactivity

10.1 Stability: 3H

10.2 Other: 3H

11. Toxicological information

11.1 Toxicity: 3H

11.2 Other: 3H

12. Environmental information

12.1 Environmental fate: 3H

12.2 Other: 3H

13. Transport and safety

13.1 Transport: 3H

13.2 Other: 3H

14. Other information

14.1 Other: 3H

15. Revision history

15.1 Revision: 3H

15.2 Other: 3H

16. Declaration

16.1 Declaration: 3H

16.2 Other: 3H

17. Contact information

17.1 Contact: 3H

17.2 Other: 3H

18. Other information

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13. Cleaning the Machine and Workspace	contact with moving parts, chemical exposure	3H		1L
14. Waste Disposal	spills, sharp objects	3H		1L
15. Inspection and Reporting	missed defects, incomplete records	3H		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.