

**Fauna Spotter Catcher 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:	

SAMPLE

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.	Administrative Change																									
<b>Risk Rating &amp; Required Action:</b> <table border="1"> <tr> <td><b>4A</b></td> <td>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.</td> </tr> <tr> <td><b>3H</b></td> <td>Review and approve additional controls before the task starts. Senior supervisor sign-off needed.</td> </tr> <tr> <td><b>2M</b></td> <td>Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.</td> </tr> <tr> <td><b>1L</b></td> <td>Proceed, following standard operating procedures. Monitor and keep records.</td> </tr> </table>										<b>4A</b>	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.	<b>3H</b>	Review and approve additional controls before the task starts. Senior supervisor sign-off needed.	<b>2M</b>	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.	<b>1L</b>	Proceed, following standard operating procedures. Monitor and keep records.																
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<b>Notes on Hierarchy of Controls:</b> Remember to apply controls in the preferred order shown by the coloured pyramid: <ol style="list-style-type: none"> <li>1. <b>Eliminate</b></li> <li>2. <b>Substitute</b></li> <li>3. <b>Isolate</b></li> <li>4. <b>Engineering</b></li> <li>5. <b>Administrative</b></li> <li>6. <b>PPE</b></li> </ol> <p>Always document <b>why</b> a lower-order control is accepted if elimination or substitution is not reasonably practicable.</p> <p><i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i></p>																																	
<b>Consequence Scale:</b> <table border="1"> <thead> <tr> <th>Consequence</th> <th>People (injury/illness)</th> <th>Project / Assets</th> <th>Compliance / Reputation</th> </tr> </thead> <tbody> <tr> <td><b>Catastrophic</b></td> <td>Fatality or permanent total disability</td> <td>project shutdown</td> <td>Significant regulator intervention; criminal prosecution</td> </tr> <tr> <td><b>Major</b></td> <td>Serious injury/illness (hospital &gt; 5 days)</td> <td>critical delay</td> <td>Improvement notice; major media coverage</td> </tr> <tr> <td><b>Moderate</b></td> <td>Medical-treatment injury; lost-time &gt; 1 day</td> <td>moderate delay</td> <td>Minor breach; adverse client comment</td> </tr> <tr> <td><b>Minor</b></td> <td>First-aid only, no lost time</td> <td>negligible delay</td> <td>Isolated non-conformance</td> </tr> <tr> <td><b>Insignificant</b></td> <td>No injury</td> <td>no schedule impact</td> <td>Deviation caught and corrected on site</td> </tr> </tbody> </table>										Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation	<b>Catastrophic</b>	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution	<b>Major</b>	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage	<b>Moderate</b>	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment	<b>Minor</b>	First-aid only, no lost time	negligible delay	Isolated non-conformance	<b>Insignificant</b>	No injury	no schedule impact	Deviation caught and corrected on site
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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	Inadequate equipment check, Poor weather conditions	3H	<ul style="list-style-type: none"> <li>- Conduct comprehensive equipment inspection prior to dispatch</li> <li>- Check weather forecast and prepare accordingly</li> <li>- Create a communication plan for adverse weather scenarios</li> <li>- Train team in proper equipment handling</li> <li>- Ensure all permits and paperwork are in order</li> <li>- Conduct site-specific risk assessment</li> <li>- Plan for emergency evacuation route</li> <li>- Verify all safety gear is available and operational</li> <li>- Assign roles and responsibilities to team members</li> <li>- Brief team on the site's specific fauna and risks</li> </ul>	2M
2. Travel to Site	Vehicle accident, Fatigue, Wildlife encounters	4M	<ul style="list-style-type: none"> <li>- Ensure all drivers are properly licensed and trained</li> <li>- Conduct vehicle safety check before departure</li> <li>- Schedule regular rest breaks to prevent fatigue</li> <li>- Plan route through known wildlife corridors with caution</li> <li>- Equip vehicles with first-aid and emergency kits</li> <li>- Maintain clear communication with base</li> <li>- Use GPS and maps for navigation</li> <li>- Avoid driving in extreme weather conditions</li> <li>- Securely store all equipment during transit</li> <li>- Conduct wildlife awareness training</li> </ul>	2M
3. Site Induction	Lack of site knowledge, Unfamiliar fauna	3H	<ul style="list-style-type: none"> <li>- Attendance at site induction by all team members</li> <li>- Conduct awareness training about local fauna</li> <li>- Issue detailed maps and site access information</li> <li>- Discuss environmental and cultural sensitivities</li> <li>- Establish communication plan for site</li> <li>- Provide information on nearest medical help</li> <li>- Brief team on emergency procedures</li> <li>- Verify understanding of all protocols</li> </ul>	1L

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			<ul style="list-style-type: none"> <li>- Assign buddy system for new team members</li> <li>- Continually update site information available</li> </ul>	
4. Habitat Assessment	Snake bites, Insect bites	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
5. Equipment Setup	Equipment failure, Terrain instability	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
6. Fauna Survey Execution	Animal attacks, Heat stress	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M

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			[REDACTED]	
7. Specimen Handling	Contamination, Allergic reactions	3H	[REDACTED]	1L
8. Data Recording	Data loss, Report e	2M	[REDACTED]	1L
9. Fauna Relocation	Animal stress, Injury during relocation	4A	[REDACTED]	2M

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			[REDACTED]	
10. Emergency Procedures	Delayed response, Inadequate resources	3H	[REDACTED]	1L
11. Decontamination	Cross-contamination, Inadequate decontamination	3H	[REDACTED]	1L
12. Reporting	Miscommunication, Incomplete reports	2M	[REDACTED]	1L

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			[REDACTED]	
13. Site Cleanup	Pollution, Injury during cleanup	2M	[REDACTED]	1L
14. Debriefing	Information loss, Lack of [REDACTED]	2M	[REDACTED]	1L
15. Post-Operational Review	Incomplete analysis, Missed learning opportunities	2M	[REDACTED]	1L

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			<div style="background-color: black; height: 15px; width: 100%;"></div> <div style="background-color: black; height: 15px; width: 95%;"></div> <div style="background-color: black; height: 15px; width: 90%;"></div> <div style="background-color: black; height: 15px; width: 85%;"></div> <div style="background-color: black; height: 15px; width: 95%;"></div> <div style="background-color: black; height: 15px; width: 90%;"></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 FOR 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-of-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/work-places-and-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>

**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/work-places/codes-of-practice#COPs>

**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

**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.

