

Flushing Linesets 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	<p>slips, trips, falling objects, chemical spills, electrical hazards, environmental hazards, inadequate supervision, communication barriers, noise exposure, equipment failure, ergonomic hazards, manual handling risks, lack of personal protective equipment (PPE), poor lighting, lack of training, unforeseen hazards, fatigue, fire hazards, confined spaces, lack of signage, collisions, dust exposure, eye injuries, thermal hazards, time pressure, excessive force application, stress, sharp objects, dehydration, entrapment, stored energy release, cross-contamination, pinching points, rotating machinery, hazardous substances, weather conditions, vehicle movements, unplanned equipment use, biological hazards, uneven surfaces, unstable ladders, obstructed pathways, congestion, vibration, pressure, falls from height, rust, stress fractures in equipment, falling tools, improper procedures, toxic vapors, poor ventilation, burns, improper tool usage, unlabelled chemicals, inadequate first aid readiness, uncontrolled release of energy, radiation, heat stress, static electricity, glass breakage, combustible materials, allergens, poor housekeeping, projectiles, unreadable labels, excess dust build-up, humidity, lack of emergency exit routes, overhead power lines, pressurised systems, lack of communication equipment, language barriers, unauthorised access, inadequate lockout/tagout procedures, cross-contamination, fatigue, stress, sharp objects, pinch points, loose clothing, lack of readiness, excessive force application, moving equipment, debris, spills, fatigue, inadequate lighting, communication failures, crowding/excessive people, unsecured items, uncalibrated instruments, loose items, loss of concentration, fatigue, moving equipment, pinch points, biological hazards, chemicals, improper</p>	3H	<ul style="list-style-type: none"> - Conduct pre-task briefing to identify potential hazards and discuss precautions. - Ensure all workers understand the task and their responsibilities. - Use barricades and signs to restrict access to the work area. - Provide and enforce the use of appropriate PPE, including gloves and eyewear. - Check all tools and equipment are in good condition and safe to use. - Conduct an environmental assessment to identify potential issues related to weather or ground conditions. - Maintain a clutter-free workspace to prevent trips and falls. - Ensure proper checking of electrical equipment and cords. - Use appropriate signage to warn others of potential hazards. - Limit the number of personnel in the work area to reduce congestion. 	2M

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	tool usage, improper lifting, inadequate ventilation, muscle fatigue, fatigue, time pressure, spills, sudden equipment movement, excess noise, sharp edges, ergonomic strains, extreme temperatures, slips, trips, falls from height, congestion, rust, vibrations, sudden equipment movement, chemical reactions, lack of shelter, obstructed pathways, tool misplacement, unsecured items, crowding, excess dust build-up, cross-currents, improper signalling, entrapment, damaged tools, protruding nails, trapped figures, splinters, incorrect operation of equipment, fatigue., electrical shocks			
2. Verify Tools and Equipment	untested equipment, faulty tools	3H	<ul style="list-style-type: none"> - Inspect all equipment before use to ensure it is in safe working condition. - Replace or repair any faulty tools or equipment. - Use only tested, safe and certified tools. - Implement a system for reporting and replacing unsafe equipment. - Train all personnel on emergency stop and start procedures for all equipment. - Ensure clear communication protocols are in place for tool use. - Ensure all workers know the correct PPE for each piece of equipment. - Restrict use of complex machinery to trained individuals only. - Conduct regular equipment maintenance. - Keep an up-to-date log of all equipment checks. 	1L
3. Secure Workspace	unauthorised access, poor lighting	3H	<ul style="list-style-type: none"> - Secure the work site to prevent unauthorised access. - Use adequate lighting to ensure visibility across the workspace. - Implement access control systems to keep track of who enters or leaves an area. - Regularly inspect lighting equipment for faults. - Ensure the workspace layout is organised to allow safe passage. - Identify and clearly mark potential hazards. - Maintain emergency exits that are clear and accessible at all times. - Conduct security briefings for all workers at site entry. - Install additional lighting in poorly lit areas. 	2M

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			- Use temporary barricades if necessary.	
4. Personal Protective Equipment (PPE)	poorly fitted gear, lack of PPE	3H	[REDACTED]	1L
5. Chemical Handling	chemical burns, toxic exposure	4A	[REDACTED]	2M
6. Line Pressure Testing	line bursts, pressure accidents	3H	[REDACTED]	2M

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7. Flushing Process	uncontrolled flow, sudden discharge	3H		1L
8. Documentation and Records	data loss, incomplete records	2M		1L
9. Emergency Procedures	unpreparedness, panic	4A		2M

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10. Review and Feedback	complacency, lack of feedback	2M		1L
11. Transport of Chemicals	spillage, exposure	4A		2M
12. Clean-Up and Waste Disposal	hazardous waste, inefficient disposal	3H		2M

[illegible]

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16. Hazardous Substances Management	inhalation, skin contact	4A		2M
17. Periodic Inspection and Maintenance	wear and tear, undetected faults	2M		1L
18. Post-Operation Review	overlooking incidents, ineffective analysis	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.