

Foam Cutter 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:								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	slips and trips, contact with sharp objects	3H	<ul style="list-style-type: none"> - Ensure the workplace is clean and free from obstacles. - Ensure all participants are wearing appropriate personal protective equipment (PPE). - Conduct a toolbox talk to brief workers on procedures. - Inspect and prepare all required equipment in advance. - Mark designated cutting areas clearly. - Establish emergency protocols and first aid stations. - Ensure lighting is adequate for task completion. - Ensure all workers are trained in the proper use of tools and equipment. - Establish communication protocols within the team. - Check and confirm availability of waste disposal methods. 	2M
2. Power Tool Inspection	electrocution, mechanical failure	4H	<ul style="list-style-type: none"> - Confirm tools have been tested and tagged by a qualified technician. - Regular tool maintenance as per manufacturer's recommendations. - Inspect power cables, ensuring no frays or exposed wires. - Ensure electrical connections are secure and compliant. - Have a lock-out/tag-out procedure in place for faulty equipment. - Provide ground fault circuit interrupters (GFCIs) where required. - Isolate power before conducting any tool inspections. - Ensure spare parts are available for immediate replacements. - Use cordless tools where practical to reduce trip hazards. - Ensure the RCD (Residual Current Device) is functional. 	2M
3. Material Handling	muscular strain, falling objects	3H	<ul style="list-style-type: none"> - Train workers in manual handling techniques. - Use mechanical lifting aids as necessary. - Clearly communicate load limits to all personnel. - Implement team lifting techniques for heavy items. - Keep storage areas organised to prevent toppling. - Ensure loads are stable and secure before moving. - Designate specific paths for material transportation. - Position workers appropriately to avoid pinch points. 	2M

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			<ul style="list-style-type: none"> - Use warning signage for heavy or awkward loads. - Conduct regular checks on handling equipment integrity. 	
4. Setting Up Foam Cutter	cutting injuries, entanglement	3H	<ul style="list-style-type: none"> - Read and understand the manufacturer's instructions and safety warnings. - Ensure the work area is clear of obstacles and personnel. - Wear appropriate personal protective equipment (PPE), including safety glasses, gloves, and hearing protection. - Use the correct technique for setting up the foam cutter, ensuring it is properly secured and aligned. - Avoid reaching into the cutting area while the machine is running. - Keep hands and feet clear of the cutting path. - Do not touch the cutting blade or the foam being cut. - Use the correct speed and pressure for the material being cut. - Stop the machine immediately if you notice any unusual sounds or vibrations. - Do not attempt to adjust or clear the cut while the machine is running. - Use the correct technique for handling the cut foam, avoiding lifting heavy pieces alone. - Keep the work area clean and free of debris. - Report any issues or accidents to your supervisor immediately. 	1L
5. Connecting Power	electric shock, fire	4A	<ul style="list-style-type: none"> - Read and understand the manufacturer's instructions and safety warnings. - Ensure the work area is clear of obstacles and personnel. - Wear appropriate personal protective equipment (PPE), including safety glasses, gloves, and hearing protection. - Use the correct technique for connecting the power, ensuring the correct voltage and polarity. - Avoid touching the electrical components or the power source. - Do not touch the power source or the electrical components while the machine is running. - Use the correct technique for handling the power source, avoiding lifting heavy pieces alone. - Keep the work area clean and free of debris. - Report any issues or accidents to your supervisor immediately. 	2M
6. Operating Foam Cutter	cutting injuries, noise exposure	4A	<ul style="list-style-type: none"> - Read and understand the manufacturer's instructions and safety warnings. - Ensure the work area is clear of obstacles and personnel. - Wear appropriate personal protective equipment (PPE), including safety glasses, gloves, and hearing protection. - Use the correct technique for operating the foam cutter, ensuring it is properly secured and aligned. - Avoid reaching into the cutting area while the machine is running. - Keep hands and feet clear of the cutting path. - Do not touch the cutting blade or the foam being cut. - Use the correct speed and pressure for the material being cut. - Stop the machine immediately if you notice any unusual sounds or vibrations. - Do not attempt to adjust or clear the cut while the machine is running. - Use the correct technique for handling the cut foam, avoiding lifting heavy pieces alone. - Keep the work area clean and free of debris. - Report any issues or accidents to your supervisor immediately. 	2M

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7. Cutting Foam Blocks	entrapment, airborne particles	4A		2M
8. Quality Inspection	ergonomic strain, o	3H		1L
9. Waste Disposal	contamination, trips and falls	3H		2M

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10. Equipment Maintenance	mechanical faults, chemical exposure	3H		1L
11. Closing Down	equipment and tool accidents, chemical spills	3H		1L
12. Incident Reporting	inadequate response, miscommunication	3H		1L

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13. Training and Induction	gaps in knowledge, unfamiliarity with equipment	3H		1L
14. Monitoring and Review	overlooked issues, compliance failures	3H		1L
15. Emergency Procedures	panic, inadequate escape routes	4A		1L

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			<div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
16. PPE Management	poor protection, PPE misuse	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L

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.