

Grinder 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		
Consequence Scale:								4. Engineering		
Consequence	People (injury/illness)		Project / Assets		Compliance / Reputation				5. Administrative	
Catastrophic	Fatality or permanent total disability		project shutdown		Significant regulator intervention; criminal prosecution				6. PPE	
Major	Serious injury/illness (hospital > 5 days)		critical delay		Improvement notice; major media coverage				Always document why a lower-order control is accepted if elimination or substitution is not reasonably practicable.	
Moderate	Medical-treatment injury; lost-time > 1 day		moderate delay		Minor breach; adverse client comment				<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	
Minor	First-aid only, no lost time		negligible delay		Isolated non-conformance					
Insignificant	No injury		no schedule impact		Deviation caught and corrected on site					

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 training, incorrect setup	3H	<ul style="list-style-type: none"> - Ensure all operators have completed proper training - Verify machine setup according to manufacturer guidelines - Conduct a safety briefing before starting work - Check all safety equipment is available and functional - Ensure the workspace is clean and organised - Review the Safe Work Method Statement (SWMS) - Confirm all emergency stops are functional - Inspect the grinder for any visible damage - Test the grinding wheel for damage or wear - Confirm all personal protective equipment (PPE) is worn 	2M
2. Wheel Selection	incorrect wheel type, wheel damage	3H	<ul style="list-style-type: none"> - Select the correct wheel type per manufacturer's instructions - Inspect the wheel for cracks or damage before installation - Ensure the wheel size matches the grinder's specifications - Check the expiry date of the wheel - Verify the wheel RPM rating exceeds the grinder's RPM - Only use wheels from approved suppliers - Confirm proper balance of the wheel before use - Record the wheel change in the maintenance log - Conduct visual checks regularly during usage - Store wheels in a dry and secure location 	2M
3. Installation	finger injury, wheel slippage	3H	<ul style="list-style-type: none"> - Use wheel guards correctly as per manufacturer guidelines - Ensure power tool is disconnected during wheel installation - Use appropriate tools for wheel installation - Tighten all components securely and check alignment - Conduct a functional test of the rest and guard - Use gloves when handling heavy components - Verify the tightness of locking nuts - Conduct visual inspection to ensure proper installation 	2M

- Label the grinder with the installation date for tracking	
ing damage	3H
operator error	3H

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7. Grinding Operations	sparks, flying debris	4A		3H
8. Adjustment During Use	entanglement, burn	3H		2M
9. Emergency Stop	failure to stop, panic response	4A		2M

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10. Shutdown	electric shock, accidental restart	3H		1L
11. Cleaning	chemical exposure, cuts from debris	3H		2M
12. Maintenance	improper maintenance, missing components	3H		2M

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13. Inspection	overlooked defects, non-compliance	3H		1L
14. Training	inadequate knowledge, unsafe practices	4A		2M
15. Reporting	missed incidents, inaccurate records	3H		1L

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16. Disposal	improper disposal, environmental damage	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
17. Documentation	outdated documents, loss of records	2M	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
18. Monitoring	failure to identify new risks, ineffective response	4A	<div></div> <div></div> <div></div>	2M

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19. Review	incomplete reviews, repeated issues	3H		1L
20. Emergency Preparedness	confusion in emergencies, ineffective evacuation	4A		2M

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.