

Hand Painting Tasks 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				
								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 and falls, Chemical exposure	3H	<ul style="list-style-type: none"> - Ensure all work areas are clear of clutter and potential trip hazards. - Use non-slip mats where applicable. - Store chemicals properly and label them correctly. - Employees to wear appropriate PPE such as gloves and goggles. - Ensure adequate ventilation is maintained. - Provide training on proper chemical handling. - Conduct a pre-work risk assessment. - Limit access to the painting area to authorised personnel only. - Keep work areas properly lit. - Use spill kits for potential chemical spills. 	2M
2. Surface Cleaning	Dust inhalation, Chemical exposure	3H	<ul style="list-style-type: none"> - Wear a dust mask or respirator suitable for dust types. - Use wet cleaning methods to reduce airborne dust. - Ensure cleaning supplies are non-toxic and marked clearly. - Regular checks and maintenance of ventilation systems. - Implement a cleaning schedule to minimise dust build-up. - Limit duration of exposure with task rotation among workers. - Wash hands thoroughly after tasks. - Use a HEPA-filter vacuum for dust removal. - Restrict access to cleaning areas during works. - Training for workers on the use of cleaning chemicals. 	2M
3. Mixing Paints	Chemical spills, Fume inhalation	4A	<ul style="list-style-type: none"> - Mix paints in a well-ventilated area or outdoors. - Use enclosed mixing stations when possible. - Always wear PPE including gloves, masks and respirators. - Proper storage of paint containers and materials. - Documented procedures for paint mixing available on-site. - Ensure correct lids and covers for containers used. - Immediate cleaning of any spills with appropriate spill kits. - Training in chemical handling and procedures for all staff. 	2M

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			<ul style="list-style-type: none"> - Monitor air quality and maintain records. - First aid kits and eyewash stations readily available. 	
4. Masking Off Areas	Strain from repetitive motion, Working at heights	3H	<ul style="list-style-type: none"> - Use proper lifting techniques. - Use ladders or scaffolding for working at heights. - Take regular breaks to avoid fatigue. - Use ergonomic tools and equipment. - Ensure adequate ventilation. - Use appropriate PPE (hard hat, safety glasses, gloves). - Train workers on proper masking techniques. - Use drop cloths to protect surfaces. - Keep work area clean and free of clutter. - Use proper masking materials. - Seal edges of masking paper. - Use caution when removing masking. - Dispose of masking materials properly. 	2M
5. Applying Primer	Fume inhalation, Chemical contact	3H	<ul style="list-style-type: none"> - Use proper ventilation. - Use appropriate PPE (respirator, gloves, safety glasses). - Avoid skin contact with primer. - Use proper mixing techniques. - Store primer properly. - Clean up spills immediately. - Use caution when handling primer. - Follow manufacturer's instructions. - Use proper disposal methods. - Keep primer containers closed when not in use. - Use proper labeling for primer containers. - Avoid breathing fumes. - Use proper mixing ratios. - Use proper application techniques. - Allow primer to dry completely. - Use proper cleanup methods. 	1L
6. Painting First Coat	Repetitive strain, Slips from wet floors	2M	<ul style="list-style-type: none"> - Use proper painting techniques. - Use ladders or scaffolding for working at heights. - Take regular breaks to avoid fatigue. - Use ergonomic tools and equipment. - Ensure adequate ventilation. - Use appropriate PPE (hard hat, safety glasses, gloves). - Train workers on proper painting techniques. - Use drop cloths to protect surfaces. - Keep work area clean and free of clutter. - Use proper painting materials. - Seal edges of masking paper. - Use caution when removing masking. - Dispose of painting materials properly. 	1L

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7. Drying Process	Airborne particles, Poor ventilation	3H		1L
8. Painting Additional Coats	Overexertion, Chemical fumes	3H		1L
9. Detail Work	Eye strain, Precision tool hazards	3H		1L

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10. Clean-up	Chemical waste, Slip hazards	2M		1L
11. Removing Masking	Cuts from tools, Trip hazards	2M		1L
12. Inspect Finished Work	Falling from height, Tool-related injuries	3H		1L

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13. Touch-up Painting	Paint spills, Prolonged posture holding	2M		1L
14. Final Cleaning	Chemical exposure, Injuries from machinery	2M		1L
15. Sign-off Inspection	Falling objects, Minor injuries from equipment	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) Regulation 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.