

Handling Soil And Compost 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:	

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, trips	2M	<ul style="list-style-type: none"> - Ensure walkways are clear of obstructions - Wear non-slip footwear - Provide adequate lighting - Conduct a walk-through to identify obstacles - Mark hazardous areas with cones or tape - Keep work area clean and organized - Use signage to indicate wet areas - Implement spills management procedure - Regularly inspect the work area - Provide training on hazard recognition 	1L
2. Transport Soil and Compost	manual handling, spills	3M	<ul style="list-style-type: none"> - Use wheelbarrows or chutes for transport - Train staff in correct lifting techniques - Maintain stable load to prevent spills - Ensure soil is correctly packaged before transport - Use appropriate PPE such as gloves - Restrict speed of transport to reduce spill risk - Inspect equipment before use - Mark designated transport routes - Use ramps to avoid lifting into vehicles - Buddy system for heavy loads 	2M
3. Open Packaging	sharp tools, dust	2M	<ul style="list-style-type: none"> - Use safety knives with self-retracting blades - Wear masks to prevent inhalation of dust - Ensure cutting tools are sharp and well-maintained - Provide cut-resistant gloves - Follow safe cutting techniques - Open packaging away from face - Conduct process away from other people - Dispose of packaging safely immediately 	1L

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			<ul style="list-style-type: none"> - Maintain a clean area to reduce dust - Provide training in proper tool use 	
4. Soil Dispersion	dust, allergens	2M	<ul style="list-style-type: none"> - Wear a dust mask - Wear gloves - Avoid breathing dust - Avoid skin contact - Wash hands after work - Use proper tool use - Keep work area clean - Provide training in proper tool use - Use proper disposal methods - Use proper storage methods - Use proper handling methods - Use proper cleaning methods - Use proper maintenance methods - Use proper repair methods - Use proper replacement methods - Use proper disposal methods - Use proper storage methods - Use proper handling methods - Use proper cleaning methods - Use proper maintenance methods - Use proper repair methods - Use proper replacement methods 	1L
5. Mixing Compost and Soil	manual handling, aerosols	3H	<ul style="list-style-type: none"> - Wear a dust mask - Wear gloves - Avoid breathing dust - Avoid skin contact - Wash hands after work - Use proper tool use - Keep work area clean - Provide training in proper tool use - Use proper disposal methods - Use proper storage methods - Use proper handling methods - Use proper cleaning methods - Use proper maintenance methods - Use proper repair methods - Use proper replacement methods - Use proper disposal methods - Use proper storage methods - Use proper handling methods - Use proper cleaning methods - Use proper maintenance methods - Use proper repair methods - Use proper replacement methods 	2M
6. Onsite Compost Pile Management	vermin, odours	2M	<ul style="list-style-type: none"> - Wear a dust mask - Wear gloves - Avoid breathing dust - Avoid skin contact - Wash hands after work - Use proper tool use - Keep work area clean - Provide training in proper tool use - Use proper disposal methods - Use proper storage methods - Use proper handling methods - Use proper cleaning methods - Use proper maintenance methods - Use proper repair methods - Use proper replacement methods - Use proper disposal methods - Use proper storage methods - Use proper handling methods - Use proper cleaning methods - Use proper maintenance methods - Use proper repair methods - Use proper replacement methods 	1L

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7. Levelling and Spreading	manual handling, dust exposure	3H		2M
8. Site Clean-Up	slips, injuries from	2M		1L
9. Compost Aeration	bioaerosols, gas emissions	3H		2M

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10. Monitoring and Maintenance	slips, falls	2M		1L
11. Compost Application	chemical exposure, allergenic responses	2M		1L
12. Soil Compacting	vibration, noise	3H		2M

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13. Equipment Maintenance	cuts, electrocution	3H		1L
14. Soil Sampling for Analysis	chemical exposure, sharp tools	3H		2M
15. Final Inspection and Reporting	documentation errors, incomplete work	2M		1L

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16. Soil Disposal	manual handling, environmental contamination	3H		2M
17. Personnel Training	inadequate skills, non-compliance	3H		1L
18. Emergency Preparedness	panic in emergencies, ineffective response	3H		1L

ection, PPE failure

3H

A large, light blue rectangular area containing a grid of horizontal black bars, representing a chart or data visualization. The bars are of varying lengths and are arranged in a grid pattern. A large, semi-transparent 'SAMPLE' watermark is overlaid diagonally across the entire image.

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.