

Install Drain Pipes 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:

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	miscommunication, lack of equipment	3H	<ul style="list-style-type: none"> - Conduct a pre-start meeting to discuss tasks and hazards - Ensure all required equipment is on-site and in good condition - Clarify roles and responsibilities among team members - Provide necessary training for all workers involved in the task - Review task-specific procedures with the team - Confirm all team members understand emergency procedures - Ensure clear lines of communication are established - Monitor weather conditions to prevent environmental risks - Have a first aid kit readily available on-site - Document all preparation activities 	2M
2. Site Inspection	uneven terrain, unmarked utilities	3H	<ul style="list-style-type: none"> - Conduct a thorough site inspection before work commences - Review maps and utility plans to identify underground utilities - Mark and barricade any identified hazards - Engage with the utility provider to locate all concealed services - Use detection devices to confirm utility locations - Ensure good lighting conditions for visibility - Document site inspection findings for reference - Assign a spotter to guide equipment operators - Communicate identified hazards with all team members - Report any discrepancies or new hazards immediately 	2M
3. Deliver Materials	traffic, manual handling injuries	3H	<ul style="list-style-type: none"> - Schedule deliveries during off-peak traffic hours - Use traffic management plans and signage to control vehicle movement - Ensure delivery vehicles are parked in a designated area - Provide mechanical aids for moving heavy materials - Conduct manual handling training with workers - Assign multiple workers if lifting heavier objects manually - Install barriers to separate pedestrian and vehicle pathways - Use personal protective equipment (PPE) such as gloves and boots 	2M

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			<ul style="list-style-type: none"> - Communicate unloading procedures to delivery drivers - Inspect delivery loads for stability prior to unloading. 	
4. Unload Materials	falling objects, trip hazards	3H	<ul style="list-style-type: none"> - Establish exclusion zone around the load - Use proper unloading technique - Inspect load for stability prior to unloading - Use proper tie-down technique - Use proper unloading equipment - Use proper unloading location - Use proper unloading time - Use proper unloading personnel - Use proper unloading procedure - Use proper unloading equipment - Use proper unloading location - Use proper unloading time - Use proper unloading personnel - Use proper unloading procedure 	2M
5. Tool Inspection	faulty equipment, electrical hazards	3H	<ul style="list-style-type: none"> - Inspect tools for damage - Inspect tools for electrical hazards - Inspect tools for proper operation - Inspect tools for proper use - Inspect tools for proper storage - Inspect tools for proper maintenance - Inspect tools for proper labeling - Inspect tools for proper identification - Inspect tools for proper documentation - Inspect tools for proper tracking - Inspect tools for proper inventory - Inspect tools for proper control - Inspect tools for proper security - Inspect tools for proper accountability - Inspect tools for proper responsibility 	1L
6. Excavation Marking	incorrect marking, environmental exposure	3H	<ul style="list-style-type: none"> - Use proper marking technique - Use proper marking equipment - Use proper marking location - Use proper marking time - Use proper marking personnel - Use proper marking procedure - Use proper marking equipment - Use proper marking location - Use proper marking time - Use proper marking personnel - Use proper marking procedure - Use proper marking equipment - Use proper marking location - Use proper marking time - Use proper marking personnel 	2M

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7. Trench Digging	collapse, entrapment	4A		2M
8. Pipe Alignment	pinch points, musculoskeletal	3H		2M
9. Pipe Installation	crushed fingers, slips	4A		2M

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10. Backfilling	dust exposure, struck by equipment	3H		2M
11. Site Inspection Post-Installation	unsecured covers, debris	3H		1L
12. Worker Safety Review	knowledge gaps, complacency	3H		2M

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13. Equipment Maintenance	equipment failure, inadequate servicing	3H		1L
14. Final Inspection	non-compliance, missed hazards	3H		1L
15. Decommissioning	contamination, improper disposal	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>

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>

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>

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.

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>

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>

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