

Installation Of Platform Decking 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			
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			
						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	Slip and trip, Manual handling	3H	<ul style="list-style-type: none"> - Conduct site inspection to identify potential hazards - Ensure all materials and tools are organised and accessible - Use mechanical aids for lifting and moving materials - Maintain clear and clean work area - Train workers on proper manual handling techniques - Wear appropriate PPE such as gloves and steel-toe boots - Establish clear communication protocols among team members - Implement buddy system for tasks involving manual handling - Review safety procedures before commencing work - Supervise workers to ensure adherence to safety protocols 	2M
2. Transporting Materials to Site	Falling objects, Traffic	4H	<ul style="list-style-type: none"> - Secure all loads properly before transport - Use vehicles with appropriate load capacity - Ensure drivers are licensed and trained - Plan transport routes to minimise exposure to traffic - Implement exclusion zones during loading and unloading - Use spotters for guiding vehicles in confined areas - Conduct pre-transport vehicle and equipment check - Ensure all lights and signals on vehicles are operational - Communicate transport schedule with all personnel involved - Provide high-visibility vests for all ground personnel 	3H
3. Unloading Materials	Crush injuries, Back strain	3H	<ul style="list-style-type: none"> - Use appropriate loading equipment like forklifts or cranes - Train workers on safe unloading procedures - Assign experienced personnel for oversight during unloading - Implement exclusion zones around unloading area - Wear appropriate PPE including helmets and gloves - Ensure equipment is regularly maintained and checked - Use tag-lines to control swinging loads - Conduct unloading activity on level and stable ground 	2M

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			<ul style="list-style-type: none"> - Implement rest breaks to prevent fatigue - Have first aid facilities readily available on site 	
4. Assembling Tools and Equipment	Electrical shock, Tool malfunction	3H	<ul style="list-style-type: none"> - Use insulated tools and equipment - Verify tool condition before use - Establish safe work zones - Use proper lifting techniques - Wear appropriate PPE - Ensure adequate lighting - Use clear communication - Implement safety protocols - Regular maintenance checks - Proper storage of tools 	2M
5. Site Setup	Uneven ground, Inadequate lighting	4A	<ul style="list-style-type: none"> - Level the work area - Install adequate lighting - Use caution tape to mark hazards - Establish clear access and egress routes - Use proper footing and balance - Communicate with team members - Use hand signals if needed - Keep work area clean and organized - Use proper tie-off techniques - Regular safety briefings 	2M
6. Safety Induction	Lack of awareness, Incomplete training	3H	<ul style="list-style-type: none"> - Conduct thorough safety training - Provide clear instructions - Use visual aids and demonstrations - Assess understanding of safety protocols - Reinforce safety rules regularly - Encourage active participation - Address knowledge gaps - Provide ongoing safety education - Use real-world examples - Foster a safety culture 	1L

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7. Erecting Scaffolding	Falls from height, Scaffold collapse	4A		2M
8. Laying Decking Materials	Cuts and abrasions	3H		2M
9. Fastening Decking Boards	Noise exposure, Hand injuries	3H		2M

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10. Installing Railings	Falls from height, Tool misuse	4A	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	2M
11. Finishing and Detailing	Chemical exposure, Dust inhalation	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> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
12. Conducting Inspections	Inadequate inspection, Assessor fatigue	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L

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13. Site Clean Up	Sharp debris, Waste management	3H		1L
14. Deconstruction of Scaffolding	Falls, Collapse risk	4A		2M
15. Final Inspection and Sign-off	Overlooked issues, Time constraints	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