

Installation Of Trench Mesh In Footings 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:

1. **Eliminate**
2. **Substitute**
3. **Isolate**
4. **Engineering**
5. **Administrative**
6. **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	Unclear worksite instructions, Weather conditions	3H	<p>Conduct a site inspection and briefing to understand the specific requirements.</p> <p>Review weather forecasts and plan the work around it.</p> <p>Ensure all workers know their tasks and responsibilities.</p> <p>Establish an emergency communication plan.</p> <p>Ensure the site is free of unnecessary items and well-organized.</p> <p>Provide proper training to staff on operations.</p> <p>Set up signs to indicate work area boundaries.</p> <p>Ensure personal protective equipment (PPE) is available and worn.</p> <p>Utilise job safety analysis (JSA) procedures.</p> <p>Prepare rescue plan for emergencies.</p>	2M
2. Delivery and Inspection of Trench Mesh	Heavy lifting injuries, Damaged materials	3H	<p>Inspect trench mesh on delivery for defects or damage.</p> <p>Use mechanical aids for lifting and transporting the mesh.</p> <p>Train workers in correct manual handling techniques.</p> <p>Secure mesh securely to prevent movement during transit.</p> <p>Ensure availability of lifting gear and check its condition.</p> <p>Use barriers and signage to keep unauthorised personnel away.</p> <p>Ensure clear communication among team members during handling.</p> <p>Have first aid resources readily available.</p> <p>Follow company guidelines for goods receipt and inspection.</p> <p>Document any discrepancies or damage for follow up with suppliers.</p>	2M
3. Site Access and Egress	Slips, trips, and falls, Blocked exit routes	3H	<p>Mark clear paths for moving to and around worksite.</p> <p>Keep walkways free from obstructions.</p> <p>Ensure adequate lighting is provided for all paths.</p> <p>Utilise temporary barriers to guide workers and machinery.</p> <p>Review layouts to identify potential hazards before starting works.</p> <p>Provide anti-slip footwear for workers.</p> <p>Conduct daily inspections to maintain clear and safe path.</p> <p>Ensure emergency exits and assembly areas are clearly marked.</p>	2M

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			Regularly update site maps and distribute to all workers. Provide training on site layout and emergency procedures.	
4. Setup of Safety Equipment	Incorrect setup, Inadequate equipment	3H	[REDACTED]	1L
5. Clearing the Work Zone	Falling debris, Accidental contact with site machineries	4A	[REDACTED]	2M
6. Trenching and Excavation	Collapse of trench, Exposure to hazardous materials	4A	[REDACTED]	2M

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7. Layout and Securing of Trench Mesh	Incorrect installation, Risk of entangling	3H		2M
8. Connecting Reinforcements	Incorrect connections, Eye for eye from binding wire	3H		2M
9. Quality Inspection and Adjustment	Missed defects, Incorrect adjustments	3H		1L

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10. Worksite Clean-up and Closure	Waste not properly disposed, Equipment damage during cleanup	3H		1L
11. Review and Feedback	Poor information retention, Unreport incidents	2M		1L
12. Equipment Maintenance and Storage	Improper maintenance, Storage damage	3H		2M

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13. Personnel Training & Development	Lack of knowledge, Inadequate skills	3H		1L
14. Communication Systems	Poor signal, Miscommunication	2M		1L
15. Emergency Preparedness	Delayed response, Panic during emergencies	4A		2M

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16. Environmental Protection	Soil contamination, Waterway pollution	3H		1L
17. Continuous Improvement	Stagnation in safety practices, Resistance to change	2M		1L
18. Safety Culture Promotion	Complacency, Negligence	3H		1L

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19. Record Keeping and Documentation	Loss of records, Incorrect documentation	2M		1L
20. Project Completion and Handover	Inadequate project closure, Lack of stakeholder communication	3H		1L

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