

## Installing Light Bar Towers 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<br>HIGH                                   | 3<br>HIGH     | 4<br>ACUTE         | 4<br>ACUTE | 4<br>ACUTE   |                |                                   | <b>Elimination</b><br>Remove the hazard.   |  |
| LIKELY   | 2<br>MODERATE                               | 3<br>HIGH     | 3<br>HIGH          | 4<br>ACUTE | 4<br>ACUTE   | 4A<br>ACUTE    | DO NOT PROCEED                    | <b>Substitution</b><br>Replace the hazard.   |  |
| POSSIBLE   | 1<br>LOW                                    | 2<br>MODERATE | 3<br>HIGH          | 4<br>ACUTE | 4<br>ACUTE   | 3H<br>HIGH     | Review before work starts.        | Isolation<br>Isolate People from the hazard  |  |
| UNLIKELY   | 1<br>LOW                                    | 1<br>LOW      | 2<br>MODERATE      | 3<br>HIGH  | 4<br>ACUTE   | 2M<br>MODERATE | Ensure control measures in place. | <b>Engineering</b><br>Isolate the hazard   |  |
| RARE   | 1<br>LOW                                    | 1<br>LOW      | 2<br>MODERATE      | 3<br>HIGH  | 3<br>HIGH  | 1L<br>LOW      | Monitor and keep records.         | <b>Administrative</b><br>Change  |  |
|  |   |               |                    |            |  |                |                                   | <b>PPE</b>   |  |
| <b>Risk Rating &amp; Required Action:</b>  |   |               |                    |            |  |                |                                   | <b>Notes on Hierarchy of Controls:</b>   |  |
| 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. <b>Eliminate</b>  |  |
| 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   |  |
| <b>Consequence Scale:</b>  |   |               |                    |            |  |                |                                   | Always document <b>why</b> 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                    | Incorrect equipment selection, Inadequate training    | 3H           | <ul style="list-style-type: none"> <li>- Conduct a hazard assessment before selecting equipment</li> <li>- Ensure all personnel receive proper training before commencing</li> <li>- Review manufacturer's guidelines for equipment use</li> <li>- Verify equipment is properly rated for the load</li> <li>- Provide tool-specific training to workers</li> <li>- Use qualified and experienced personnel</li> <li>- Check compatibility with current systems</li> <li>- Develop a work plan including emergency procedures</li> <li>- Award tasks to qualified individuals only</li> <li>- Maintain training records</li> </ul> | 2M            |
| 2. Transporting Equipment to Site | Manual handling injuries, Transport vehicle accidents | 3H           | <ul style="list-style-type: none"> <li>- Use appropriate lifting techniques during loading</li> <li>- Secure all equipment properly in the transport vehicle</li> <li>- Ensure driver is licensed and experienced</li> <li>- Conduct vehicle safety checks before departure</li> <li>- Route plan to minimise traffic exposure</li> <li>- Use appropriate personal protective equipment (PPE)</li> <li>- Maintain a communication plan for travel</li> <li>- Isolate non-essential staff during loading</li> <li>- Employ team lifting for heavy items</li> <li>- Schedule transport during low traffic periods</li> </ul>        | 2M            |
| 3. Site Induction                 | Site unfamiliarity, Non-compliance with site rules    | 2M           | <ul style="list-style-type: none"> <li>- Conduct comprehensive site induction for all workers</li> <li>- Communicate site-specific risks and controls</li> <li>- Provide updated site maps to personnel</li> <li>- Ensure all workers sign off on induction completion</li> <li>- Assign a buddy to new staff</li> <li>- Review site emergency procedures</li> <li>- Regularly update induction content</li> <li>- Use signage for critical information</li> </ul>  | 1L            |

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|                             |  |              | <ul style="list-style-type: none"> <li>- Monitor compliance to induction protocols</li> <li>- Maintain records of completed inductions</li> </ul>  |               |
| 4. Set Up Work Area         | Trip hazards, Improper isolation of area | 3H           | <ul style="list-style-type: none"> <li>- Establish and maintain a safe work area, free of trip hazards</li> <li>- Implement proper isolation procedures, including lockout/tagout</li> <li>- Use appropriate fall protection equipment</li> <li>- Ensure all personnel are trained and qualified for the task</li> <li>- Use proper lifting techniques</li> <li>- Maintain clear access to emergency exits</li> <li>- Use safety barriers and signage</li> <li>- Perform regular safety checks</li> <li>- Communicate effectively with team members</li> <li>- Follow all safety protocols and procedures</li> <li>- Use personal protective equipment (PPE)</li> <li>- Keep work area clean and organized</li> <li>- Report any hazards or unsafe conditions immediately</li> <li>- Conduct safety briefings before starting work</li> <li>- Use proper storage and handling procedures for materials</li> <li>- Ensure all equipment is in good working order</li> <li>- Follow manufacturer's instructions for equipment use</li> <li>- Use proper tie-off techniques for fall protection</li> <li>- Maintain three points of contact when climbing</li> <li>- Avoid overexertion and fatigue</li> <li>- Take regular breaks and stay hydrated</li> <li>- Use proper body mechanics</li> <li>- Communicate clearly and listen to instructions</li> <li>- Follow all safety rules and regulations</li> <li>- Use proper hand signals for equipment operation</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use proper cutting and grinding techniques</li> <li>- Wear eye protection when working with tools</li> <li>- Use proper welding and cutting procedures</li> <li>- Avoid open flames and hot surfaces</li> <li>- Use proper ventilation when working with dust or fumes</li> <li>- Wear respiratory protection when necessary</li> <li>- Follow all safety procedures for confined space entry</li> <li>- Use proper excavation and shoring techniques</li> <li>- Avoid working under loads or structures</li> <li>- Use proper trenching and shoring methods</li> <li>- Follow all safety procedures for heavy lifting</li> <li>- Use proper rigging and hoisting techniques</li> <li>- Avoid working near overhead power lines</li> <li>- Use proper clearance procedures</li> <li>- Follow all safety procedures for electrical work</li> <li>- Use proper grounding and bonding techniques</li> <li>- Avoid working on live circuits</li> <li>- Use proper lockout/tagout procedures</li> <li>- Follow all safety procedures for hot work</li> <li>- Use proper fire prevention and suppression techniques</li> <li>- Avoid working in flammable or explosive atmospheres</li> <li>- Use proper ventilation and gas testing procedures</li> <li>- Follow all safety procedures for hazardous material handling</li> <li>- Use proper containment and disposal techniques</li> <li>- Avoid contact with hazardous materials</li> <li>- Use proper personal protective equipment (PPE)</li> <li>- Follow all safety procedures for confined space entry</li> <li>- Use proper ventilation and gas testing procedures</li> <li>- Follow all safety procedures for excavation and shoring</li> <li>- Use proper trenching and shoring methods</li> <li>- Avoid working under loads or structures</li> <li>- Use proper excavation and shoring techniques</li> <li>- Follow all safety procedures for heavy lifting</li> <li>- Use proper rigging and hoisting techniques</li> <li>- Avoid working near overhead power lines</li> <li>- Use proper clearance procedures</li> <li>- Follow all safety procedures for electrical work</li> <li>- Use proper grounding and bonding techniques</li> <li>- Avoid working on live circuits</li> <li>- Use proper lockout/tagout procedures</li> <li>- Follow all safety procedures for hot work</li> <li>- Use proper fire prevention and suppression techniques</li> <li>- Avoid working in flammable or explosive atmospheres</li> <li>- Use proper ventilation and gas testing procedures</li> <li>- Follow all safety procedures for hazardous material handling</li> <li>- Use proper containment and disposal techniques</li> <li>- Avoid contact with hazardous materials</li> <li>- Use proper personal protective equipment (PPE)</li> </ul> | 2M            |
| 5. Unloading Equipment      | Crushing injuries, Equipment damage      | 4A           | <ul style="list-style-type: none"> <li>- Use proper lifting techniques</li> <li>- Ensure all personnel are trained and qualified for the task</li> <li>- Use appropriate fall protection equipment</li> <li>- Maintain clear access to emergency exits</li> <li>- Use safety barriers and signage</li> <li>- Perform regular safety checks</li> <li>- Communicate effectively with team members</li> <li>- Follow all safety protocols and procedures</li> <li>- Use personal protective equipment (PPE)</li> <li>- Keep work area clean and organized</li> <li>- Report any hazards or unsafe conditions immediately</li> <li>- Conduct safety briefings before starting work</li> <li>- Use proper storage and handling procedures for materials</li> <li>- Ensure all equipment is in good working order</li> <li>- Follow manufacturer's instructions for equipment use</li> <li>- Use proper tie-off techniques for fall protection</li> <li>- Maintain three points of contact when climbing</li> <li>- Avoid overexertion and fatigue</li> <li>- Take regular breaks and stay hydrated</li> <li>- Use proper body mechanics</li> <li>- Communicate clearly and listen to instructions</li> <li>- Follow all safety rules and regulations</li> <li>- Use proper hand signals for equipment operation</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use proper cutting and grinding techniques</li> <li>- Wear eye protection when working with tools</li> <li>- Use proper welding and cutting procedures</li> <li>- Avoid open flames and hot surfaces</li> <li>- Use proper ventilation when working with dust or fumes</li> <li>- Wear respiratory protection when necessary</li> <li>- Follow all safety procedures for confined space entry</li> <li>- Use proper excavation and shoring techniques</li> <li>- Avoid working under loads or structures</li> <li>- Use proper trenching and shoring methods</li> <li>- Follow all safety procedures for heavy lifting</li> <li>- Use proper rigging and hoisting techniques</li> <li>- Avoid working near overhead power lines</li> <li>- Use proper clearance procedures</li> <li>- Follow all safety procedures for electrical work</li> <li>- Use proper grounding and bonding techniques</li> <li>- Avoid working on live circuits</li> <li>- Use proper lockout/tagout procedures</li> <li>- Follow all safety procedures for hot work</li> <li>- Use proper fire prevention and suppression techniques</li> <li>- Avoid working in flammable or explosive atmospheres</li> <li>- Use proper ventilation and gas testing procedures</li> <li>- Follow all safety procedures for hazardous material handling</li> <li>- Use proper containment and disposal techniques</li> <li>- Avoid contact with hazardous materials</li> <li>- Use proper personal protective equipment (PPE)</li> </ul>  | 3H            |
| 6. Securing Base Structures | Structural instability, Fall from height | 4A           | <ul style="list-style-type: none"> <li>- Establish and maintain a safe work area, free of trip hazards</li> <li>- Implement proper isolation procedures, including lockout/tagout</li> <li>- Use appropriate fall protection equipment</li> <li>- Ensure all personnel are trained and qualified for the task</li> <li>- Use proper lifting techniques</li> <li>- Maintain clear access to emergency exits</li> <li>- Use safety barriers and signage</li> <li>- Perform regular safety checks</li> <li>- Communicate effectively with team members</li> <li>- Follow all safety protocols and procedures</li> <li>- Use personal protective equipment (PPE)</li> <li>- Keep work area clean and organized</li> <li>- Report any hazards or unsafe conditions immediately</li> <li>- Conduct safety briefings before starting work</li> <li>- Use proper storage and handling procedures for materials</li> <li>- Ensure all equipment is in good working order</li> <li>- Follow manufacturer's instructions for equipment use</li> <li>- Use proper tie-off techniques for fall protection</li> <li>- Maintain three points of contact when climbing</li> <li>- Avoid overexertion and fatigue</li> <li>- Take regular breaks and stay hydrated</li> <li>- Use proper body mechanics</li> <li>- Communicate clearly and listen to instructions</li> <li>- Follow all safety rules and regulations</li> <li>- Use proper hand signals for equipment operation</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use proper cutting and grinding techniques</li> <li>- Wear eye protection when working with tools</li> <li>- Use proper welding and cutting procedures</li> <li>- Avoid open flames and hot surfaces</li> <li>- Use proper ventilation when working with dust or fumes</li> <li>- Wear respiratory protection when necessary</li> <li>- Follow all safety procedures for confined space entry</li> <li>- Use proper excavation and shoring techniques</li> <li>- Avoid working under loads or structures</li> <li>- Use proper trenching and shoring methods</li> <li>- Follow all safety procedures for heavy lifting</li> <li>- Use proper rigging and hoisting techniques</li> <li>- Avoid working near overhead power lines</li> <li>- Use proper clearance procedures</li> <li>- Follow all safety procedures for electrical work</li> <li>- Use proper grounding and bonding techniques</li> <li>- Avoid working on live circuits</li> <li>- Use proper lockout/tagout procedures</li> <li>- Follow all safety procedures for hot work</li> <li>- Use proper fire prevention and suppression techniques</li> <li>- Avoid working in flammable or explosive atmospheres</li> <li>- Use proper ventilation and gas testing procedures</li> <li>- Follow all safety procedures for hazardous material handling</li> <li>- Use proper containment and disposal techniques</li> <li>- Avoid contact with hazardous materials</li> <li>- Use proper personal protective equipment (PPE)</li> </ul>  | 3H            |

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|                           |   |              |  |               |
| 7. Assemble Light Bar     | Electrical hazards, Falling objects     | 4A           |  | 2M            |
| 8. Install Light Fixtures | Electrocution, Falls, Struck by objects | 4A           |  | 2M            |
| 9. Electrical Connections | Short circuits, Inadequate insulation   | 4A           |  | 3H            |

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|                                 |  |              |  |               |
| 10. System Testing              | Electrical faults, Operational failures          | 3H           |  | 2M            |
| 11. Adjustments and Calibration | Mechanical failure, Exposure to live parts       | 3H           |  | 2M            |
| 12. Final Inspection            | Unnoticed defects, Non-compliance with standards | 3H           |  | 1L            |

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|                                 |   |              |  |               |
| 13. Document Handover           | Data inaccuracies, Loss of records  | 2M           |  | 1L            |
| 14. Clean Up and Demobilisation | Environmental pollution, Injury during demobilisation                         | 3H           |  | 2M            |
| 15. Post-Installation Review    | Failure to identify post-installation issues, Ineffective feedback mechanisms | 2M           |  | 1L            |

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|                     |                        |              | <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> |               |
|                     |                        |              |   |               |

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) 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.