

Joint Treatment And Finish 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	4A ACUTE	DO NOT PROCEED	Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE			Substitution Replace the hazard.	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE			Isolation Isolate People from the hazard	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE			Engineering Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH			Administrative Change	
						1L LOW	Monitor and keep records.	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		5. Administrative	
Catastrophic		Fatality or permanent total disability		project shutdown		Significant regulator intervention; criminal prosecution		6. PPE	
Major		Serious injury/illness (hospital > 5 days)		critical delay		Improvement notice; major media coverage		Always document why a lower-order control is accepted if elimination or substitution is not reasonably practicable.	
Moderate		Medical-treatment injury; lost-time > 1 day		moderate delay		Minor breach; adverse client comment		<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	
Minor		First-aid only, no lost time		negligible delay		Isolated non-conformance			
Insignificant		No injury		no schedule impact		Deviation caught and corrected on site			

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	Manual handling injuries, Slips, trips and falls	3H	<ul style="list-style-type: none"> - Provide proper manual handling training to all workers. - Use mechanical aids where possible to transport heavy materials. - Ensure all work areas are clean and free from obstructions. - Wear appropriate personal protective equipment including slip-resistant footwear. - Conduct pre-task brief to identify specific risks for the day. - Ensure adequate lighting in all work areas. - Use anti-fatigue mats in standing for extended periods. - Monitor weather conditions to manage wet and slippery surfaces. - Keep clear and direct access to the work space. - Review and update housekeeping protocols regularly. 	2M
2. Surface Inspection	Uneven surfaces, Sharp edges	3H	<ul style="list-style-type: none"> - Conduct a thorough inspection of surfaces before commencing work. - Mark and highlight any uneven surfaces requiring attention. - Use barriers to prevent access to hazardous areas. - Smooth out sharp edges with appropriate tools and equipment. - Ensure all team members are briefed on current surface conditions. - Implement regular inspection routines especially after weather changes. - Provide adequate illumination of the work area. - Use personal protective equipment with added protection for hands and feet. - Ensure tools for surface smoothing are maintained and functional. - Repair or address all identified hazards before commencing treatment. 	2M
3. Mixing Joint Compound	Inhalation of dust, Chemical burns	4A	<ul style="list-style-type: none"> - Use dust extraction systems to minimize airborne particles. - Mix compounds in well-ventilated areas or open spaces. - Provide and enforce the use of respiratory protective equipment. - Use gloves and long sleeves to prevent skin exposure. - Opt for premixed compounds to reduce dust. - Follow chemical handling guidelines as per the Safety Data Sheet. - Train workers on the hazards associated with each compound. - Store chemicals properly to prevent spills and leaks. 	2M

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			<ul style="list-style-type: none"> - Ensure eyewash stations are accessible to all workers. - Maintain a clean and organised workspace to avoid contamination. 	
4. Applying Joint Compound	Repetitive strain injuries, Chemical exposure	3H	<ul style="list-style-type: none"> - Use proper technique when applying joint compound. - Wear gloves to protect hands from chemical exposure. - Take regular breaks to avoid repetitive strain injuries. - Use a dust mask to avoid inhaling dust particles. - Keep work area clean and free of clutter. - Use a vacuum cleaner to remove dust from the work area. - Wash hands thoroughly after work. - Use a shower to remove any chemical residue from the skin. - Seek medical attention if any symptoms of repetitive strain injuries or chemical exposure occur. 	1L
5. Sanding	Dust inhalation, Flying particles	4A	<ul style="list-style-type: none"> - Use a dust mask to avoid inhaling dust particles. - Wear safety glasses to protect eyes from flying particles. - Use a vacuum cleaner to remove dust from the work area. - Keep work area clean and free of clutter. - Use a dust mask to avoid inhaling dust particles. - Wear safety glasses to protect eyes from flying particles. - Use a vacuum cleaner to remove dust from the work area. - Keep work area clean and free of clutter. - Use a dust mask to avoid inhaling dust particles. - Wear safety glasses to protect eyes from flying particles. - Use a vacuum cleaner to remove dust from the work area. - Keep work area clean and free of clutter. 	2M
6. Priming	Fume exposure, Skin irritation	3H	<ul style="list-style-type: none"> - Use a dust mask to avoid inhaling dust particles. - Wear safety glasses to protect eyes from flying particles. - Use a vacuum cleaner to remove dust from the work area. - Keep work area clean and free of clutter. - Use a dust mask to avoid inhaling dust particles. - Wear safety glasses to protect eyes from flying particles. - Use a vacuum cleaner to remove dust from the work area. - Keep work area clean and free of clutter. - Use a dust mask to avoid inhaling dust particles. - Wear safety glasses to protect eyes from flying particles. - Use a vacuum cleaner to remove dust from the work area. - Keep work area clean and free of clutter. 	1L

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7. Painting	Fume inhalation, Eye irritation	3H		1L
8. Finishing Touches	Exposure to finished solvent, Skin handling injuries	3H		1L
9. Clean Up	Chemical exposure, Slip hazards	3H		1L

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10. Inspection and Handover	Verification errors, Communication breakdowns	2M		1L
11. Setting Up Worksite	Equipment malfunction, Electrical hazards	3H		2M
12. Material Handling	Manual handling injuries, Load collapses	4A		2M

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13. Waste Management	Inadequate waste disposal, Contamination risks	3H		1L
14. Working at Heights	Falls from height, Falling objects	4A		2M

onse plans,
failures

4A

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.