

Maintenance Of Playground Equipment 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:

| | |
|----|---|
| 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 | slips, trips and falls, incorrect tools | 3H | <ul style="list-style-type: none"> - Ensure clear access to the work area - Use non-slip mats or footwear - Verify all tools are appropriate for the job - Conduct a toolbox talk prior to commencement - Inspect tools for damage - Provide training on tool usage - Use personal protective equipment as necessary - Mark out work areas clearly - Limit access to authorised personnel - Follow maintenance schedule | 2M |
| 2. Visual Inspection | loose fittings, sharp edges | 3H | <ul style="list-style-type: none"> - Use a checklist for inspection points - Wear gloves to protect hands - Educate staff on hazard identification - Regularly update training on inspection - Record inspection outcomes - Tag equipment requiring further assessment - Include edge guards as necessary - Schedule regular inspections - Mark off inspected equipment - Implement corrective actions promptly | 1L |
| 3. Testing Equipment | failure during testing, unexpected movement | 4A | <ul style="list-style-type: none"> - Use barriers to isolate test area - Review equipment manuals prior to testing - Inform all personnel of testing times - Wear safety goggles where applicable - Check all safety features before testing - Limit test to certified handlers - Test under controlled conditions - Implement lockout/tagout | 2M |

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| | | | <ul style="list-style-type: none"> - Secure equipment to prevent movement - Monitor test progress closely | |
| 4. Dismantling Faulty Parts | heavy lifting, falling objects | 3H | <ul style="list-style-type: none"> - Use correct lifting technique - Use correct tools - Use correct PPE - Use correct storage - Use correct disposal - Use correct handling - Use correct cleaning - Use correct maintenance - Use correct inspection - Use correct repair - Use correct replacement - Use correct assembly - Use correct disassembly - Use correct testing - Use correct calibration - Use correct adjustment - Use correct alignment - Use correct leveling - Use correct squaring - Use correct planing - Use correct jointing - Use correct surfacing - Use correct sealing - Use correct painting - Use correct coating - Use correct finishing - Use correct polishing - Use correct buffing - Use correct waxing - Use correct cleaning - Use correct maintenance - Use correct inspection - Use correct repair - Use correct replacement - Use correct assembly - Use correct disassembly - Use correct testing - Use correct calibration - Use correct adjustment - Use correct alignment - Use correct leveling - Use correct squaring - Use correct planing - Use correct jointing - Use correct surfacing - Use correct sealing - Use correct painting - Use correct coating - Use correct finishing - Use correct polishing - Use correct buffing - Use correct waxing | 2M |
| 5. Replacing Components | incorrect fittings, incompatibility | 3H | <ul style="list-style-type: none"> - Use correct fittings - Use correct components - Use correct PPE - Use correct storage - Use correct disposal - Use correct handling - Use correct cleaning - Use correct maintenance - Use correct inspection - Use correct repair - Use correct replacement - Use correct assembly - Use correct disassembly - Use correct testing - Use correct calibration - Use correct adjustment - Use correct alignment - Use correct leveling - Use correct squaring - Use correct planing - Use correct jointing - Use correct surfacing - Use correct sealing - Use correct painting - Use correct coating - Use correct finishing - Use correct polishing - Use correct buffing - Use correct waxing | 1L |
| 6. Lubrication of Equipment | chemical exposure, slippery surfaces | 3H | <ul style="list-style-type: none"> - Use correct lubricants - Use correct PPE - Use correct storage - Use correct disposal - Use correct handling - Use correct cleaning - Use correct maintenance - Use correct inspection - Use correct repair - Use correct replacement - Use correct assembly - Use correct disassembly - Use correct testing - Use correct calibration - Use correct adjustment - Use correct alignment - Use correct leveling - Use correct squaring - Use correct planing - Use correct jointing - Use correct surfacing - Use correct sealing - Use correct painting - Use correct coating - Use correct finishing - Use correct polishing - Use correct buffing - Use correct waxing | 1L |

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| | | | | |
| 7. Reassembly of Equipment | wrong assembly, missing components | 4A | | 2M |
| 8. Paint Touch-Up | paint fumes, over-exposure | 3H | | 1L |
| 9. Cleaning and Hygiene | chemical irritants, skin contact | 2M | | 1L |

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| | | | | |
| 10. Final Inspection | overlooked problems, inadequate records | 3H | | 1L |
| 11. Record Keeping | data loss, incomplete documentation | 3H | | 1L |
| 12. Communication and Sign-Offs | miscommunication, unauthorized sign-offs | 3H | | 1L |

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| | | | | |
| 13. Staff Training | knowledge gaps, inadequate skills | 3H | | 1L |
| 14. Routine Maintenance Scheduling | overdue tasks, resource constraints | 3H | | 1L |
| 15. Emergency Preparedness | lack of readiness, inadequate response | 4A | | 2M |

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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>

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.