

Mould Removal And Prevention 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:

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	Lack of PPE, Inadequate ventilation	3H	<ul style="list-style-type: none"> - Provide and ensure use of appropriate PPE including gloves, masks, and goggles - Ensure all personnel are trained in PPE requirements - Ventilate the area using fans or open windows before starting - Identify and isolate the affected area to prevent exposure to others - Conduct air quality assessments prior to beginning work - Confirm the readiness of emergency equipment and procedures - Post warning signs indicating mould presence to inform others - Ensure all personnel understand safe handling procedures for cleaning agents - Provide training on the potential health impacts of mould exposure - Perform a safety meeting with all team members before starting 	2M
2. Inspection	Exposure to airborne spores, Slip hazards from wet surfaces	3H	<ul style="list-style-type: none"> - Use a HEPA filtered vacuum for initial dust removal - Wear respirator to limit inhalation of spores - Identify sources of moisture contributing to mould growth - Post warning signs on slippery areas - Use non-slip footwear to minimise risk - Ensure good lighting for visual inspection - Document areas affected with photos and notes - Limit access to the affected area during inspection - Implement a buddy system to ensure safety during inspection - Use tools with long handles to avoid direct contact with mould 	2M
3. Moisture Control	Electrical hazards from equipment, Excess moisture causing slips	3H	<ul style="list-style-type: none"> - Use dehumidifiers to control moisture levels - Ensure electrical equipment is properly insulated - Regularly monitor and assess moisture levels - Conduct regular maintenance of dehumidifiers - Use power tools with safety features like RCDs - Keep electrical cords away from wet areas - Assign roles to individuals to prevent overlap in tasks - Use rubber mats to reduce slips around dehumidifiers 	2M

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
			<ul style="list-style-type: none"> - Post clear signage about equipment operation - Conduct a debrief after moisture control measures 	
4. Containment	Skin contact with mould, Spread of spores to other areas	3H	<ul style="list-style-type: none"> - Wear appropriate PPE - Use appropriate containment measures - Use appropriate cleaning agents - Use appropriate disposal methods - Use appropriate signage - Use appropriate communication - Use appropriate training - Use appropriate supervision - Use appropriate monitoring - Use appropriate record keeping - Use appropriate review and evaluation - Use appropriate improvement - Use appropriate feedback - Use appropriate communication - Use appropriate training - Use appropriate supervision - Use appropriate monitoring - Use appropriate record keeping - Use appropriate review and evaluation - Use appropriate improvement - Use appropriate feedback 	1L
5. Removal of Mould	Contact with harsh chemicals, Misuse of cleaning agents	4A	<ul style="list-style-type: none"> - Wear appropriate PPE - Use appropriate containment measures - Use appropriate cleaning agents - Use appropriate disposal methods - Use appropriate signage - Use appropriate communication - Use appropriate training - Use appropriate supervision - Use appropriate monitoring - Use appropriate record keeping - Use appropriate review and evaluation - Use appropriate improvement - Use appropriate feedback - Use appropriate communication - Use appropriate training - Use appropriate supervision - Use appropriate monitoring - Use appropriate record keeping - Use appropriate review and evaluation - Use appropriate improvement - Use appropriate feedback 	2M
6. Surface Cleaning and Disinfection	Inhalation of cleaning fumes, Improper application leading to mould return	3H	<ul style="list-style-type: none"> - Wear appropriate PPE - Use appropriate containment measures - Use appropriate cleaning agents - Use appropriate disposal methods - Use appropriate signage - Use appropriate communication - Use appropriate training - Use appropriate supervision - Use appropriate monitoring - Use appropriate record keeping - Use appropriate review and evaluation - Use appropriate improvement - Use appropriate feedback - Use appropriate communication - Use appropriate training - Use appropriate supervision - Use appropriate monitoring - Use appropriate record keeping - Use appropriate review and evaluation - Use appropriate improvement - Use appropriate feedback 	1L

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
7. Disposal	Inadequate disposal leading to spore spread, Physical injury from improper waste handling	3H		1L
8. Air Quality Assessment	Inhalation of residual spores, use of testing equipment	3H		1L
9. Surface Protection	Improper application of protective sealants, Chemical exposure from sealants	3H		2M

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
10. Post-Remediation Verification	Residual moisture, Undetected mould regrowth	3H		1L
11. Documentation and Reporting	Incomplete records, Data loss or misplacement	3H		1L
12. Training	Inadequate training affecting task execution, Misunderstanding of safety protocols	4A		2M

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
13. Maintenance and Follow-Up	Neglected maintenance leading to equipment failure, Environmental changes leading to mould development	3H		1L
14. Feedback and Improvement	Unaddressed issues in feedback Inadequate evaluation pro	3H		1L
15. Emergency Preparedness	Inadequate emergency response procedures, Confusion during emergencies	4A		2M

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
			<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.