

## Negotiate Rough Terrains 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:

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	Inadequate planning, Lack of resources	3H	<ul style="list-style-type: none"> <li>- Conduct a thorough terrain analysis ahead of time</li> <li>- Ensure all team members have appropriate training</li> <li>- Prepare an emergency response plan</li> <li>- Acquire necessary permits and approvals</li> <li>- Coordinate with local authorities</li> <li>- Verify availability of first aid resources</li> <li>- Schedule work in optimal weather conditions</li> <li>- Verify communication devices are operational</li> <li>- Ensure team briefing is conducted</li> <li>- Conduct risk assessment meeting prior to departure</li> </ul>	2M
2. Equipment Check	Defective equipment, Improper gear	3H	<ul style="list-style-type: none"> <li>- Inspect all equipment before use</li> <li>- Ensure all gear is correctly rated for terrain</li> <li>- Repair any damaged or defective equipment</li> <li>- Maintain up-to-date maintenance records</li> <li>- Ensure all team members wear appropriate PPE</li> <li>- Test communication devices</li> <li>- Ensure enough spare parts are available</li> <li>- Conduct regular equipment audits</li> <li>- Ensure team members are familiar with gear usage</li> <li>- Store equipment correctly to prevent damage</li> </ul>	2M
3. Route Planning	Unfamiliar terrain, Lack of signage	3H	<ul style="list-style-type: none"> <li>- Plan route using updated maps and local insights</li> <li>- Conduct a pre-trip briefing on the planned route</li> <li>- Install or verify route signage where possible</li> <li>- Utilize GPS and other navigation aids</li> <li>- Assign experienced team members for navigation tasks</li> <li>- Ensure visibility of the path with reflective markers</li> <li>- Backup route maps in physical and digital form</li> <li>- Acquire local guides if necessary</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Regularly update route information during the task</li> <li>- Identify safe zones and resting areas within the route</li> </ul>	
4. Team Briefing	Miscommunication, Unclear roles	2M	<ul style="list-style-type: none"> <li>- Conduct a thorough briefing with all team members before starting the task</li> <li>- Assign specific roles and responsibilities to each team member</li> <li>- Establish clear communication protocols and channels</li> <li>- Ensure all team members understand the task objectives and safety requirements</li> <li>- Conduct a pre-task safety check with all team members</li> <li>- Establish a designated point of contact for the team</li> <li>- Ensure all team members are familiar with the route and terrain</li> <li>- Establish a system for reporting and addressing issues during the task</li> <li>- Conduct a post-task debriefing to review performance and identify areas for improvement</li> </ul>	1L
5. Transportation of Equipment	Overloading, Sec	3H	<ul style="list-style-type: none"> <li>- Ensure equipment is properly secured and loaded onto the transport vehicle</li> <li>- Use appropriate tie-down techniques to secure equipment</li> <li>- Check the weight and distribution of the load</li> <li>- Ensure the transport vehicle is properly maintained and loaded within its capacity</li> <li>- Use appropriate driving techniques to transport the equipment safely</li> <li>- Conduct a pre-transport inspection of the equipment and the transport vehicle</li> <li>- Establish a system for monitoring the equipment during transport</li> <li>- Conduct a post-transport inspection of the equipment and the transport vehicle</li> </ul>	2M
6. Arrival at Site	Site unfamiliarity, Unsafe unloading	3H	<ul style="list-style-type: none"> <li>- Conduct a site familiarization tour before unloading equipment</li> <li>- Establish a safe unloading area and clear the area of obstacles</li> <li>- Use appropriate unloading techniques to prevent equipment damage or injury</li> <li>- Ensure all team members are familiar with the site and the equipment</li> <li>- Establish a system for monitoring the equipment during unloading</li> <li>- Conduct a post-unloading inspection of the equipment and the site</li> </ul>	2M

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7. Establishing Base Camp	Camp instability, Exposure to elements	3H		2M
8. Hazardous Terrain Navigation	Slips and trips, Unstable surfaces	4A		3H
9. Monitoring Weather Conditions	Unexpected weather changes, Limited visibility	3H		2M

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10. Emergency Protocols	Inadequate emergency response, Delayed assistance	4A		3H
11. Terrain Reconnaissance	Overlooking hazards, Risk of getting lost	4A		3H
12. Equipment Use and Handling	Improper handling, Equipment failure	3H		2M

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13. Wildlife Encounter Protocols	Aggressive wildlife, Spread of diseases	4A		3H
14. Remote Communication Methods	Communication breakdown, Equipment malfunction	4A		3H
15. Site Clean-up	Environmental harm, Physical injury	3H		2M

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16. Departure Procedures	Missing equipment, Accidents on departure	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	2M



## 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.