

## Nibbler 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	
<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. 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	
<b>Consequence Scale:</b>								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 <b>why</b> 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	Electric shock, Equipment malfunction	4A	<ul style="list-style-type: none"> <li>- Conduct pre-operational checks on all equipment.</li> <li>- Ensure all electrical equipment is tagged and locked.</li> <li>- Train staff on emergency procedures and first aid.</li> <li>- Wear appropriate PPE, including gloves and safety boots.</li> <li>- Secure electrical cords to prevent trip hazards.</li> <li>- Implement a regular maintenance schedule for the equipment.</li> <li>- Verify staff training records and competency.</li> <li>- Establish a safety zone around the equipment operation area.</li> <li>- Follow manufacturer instructions for equipment setup.</li> <li>- Document all preparation steps for accountability.</li> </ul>	2M
2. Loading Materials	Manual handling injuries, Falls from height	4M	<ul style="list-style-type: none"> <li>- Use mechanical aids to lift heavy materials.</li> <li>- Train workers on correct manual handling techniques.</li> <li>- Ensure clear communication between team members while loading.</li> <li>- Install guardrails or barriers on platforms to prevent falls.</li> <li>- Designate a spotter to assist with material alignment.</li> <li>- Screen workers for physical fitness for task lifting requirements.</li> <li>- Restrict access to the loading area to authorised personnel.</li> <li>- Provide slip-resistant footwear.</li> <li>- Regularly audit manual handling procedures for compliance.</li> <li>- Use signage to highlight potential hazards in the loading area.</li> </ul>	2M
3. Operation Start-up	Unexpected equipment start, Operator error	3H	<ul style="list-style-type: none"> <li>- Implement a start-up checklist for operators.</li> <li>- Install emergency stop buttons at accessible locations.</li> <li>- Conduct a toolbox talk before each operation.</li> <li>- Display operational procedures prominently.</li> <li>- Ensure operators are certified and trained.</li> <li>- Conduct regular competency assessments.</li> <li>- Routine equipment testing before start-up.</li> <li>- Implement a buddy system for operators.</li> </ul>	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
			<ul style="list-style-type: none"> <li>- Use visual and audible start-up warnings.</li> <li>- Isolate non-essential staff from operational areas.</li> </ul>	
4. Material Feeding	Entanglement, Noise exposure	3H	<ul style="list-style-type: none"> <li>- Implement safety protocols for material handling.</li> <li>- Use noise-reducing equipment or barriers.</li> <li>- Provide personal protective equipment (PPE) for noise.</li> <li>- Establish clear communication channels.</li> <li>- Regular maintenance of feeding mechanisms.</li> <li>- Training on safe feeding procedures.</li> <li>- Use of warning signals for feeding operations.</li> <li>- Limit access to feeding areas during operation.</li> <li>- Implement lockout/tagout procedures.</li> <li>- Use of safety barriers or guardrails.</li> </ul>	2M
5. Monitoring	Operator fatigue, System malfunction	3H	<ul style="list-style-type: none"> <li>- Implement fatigue management strategies.</li> <li>- Regular system checks and maintenance.</li> <li>- Use of backup systems or redundancy.</li> <li>- Clear communication protocols for malfunctions.</li> <li>- Regular operator training and refreshers.</li> <li>- Implement break schedules for operators.</li> <li>- Use of monitoring equipment to detect malfunctions.</li> <li>- Establish emergency response procedures.</li> <li>- Regular software updates and patches.</li> <li>- Use of safety interlocks.</li> </ul>	1L
6. Adjustments	Pinch points, Chemical exposure	3H	<ul style="list-style-type: none"> <li>- Implement safety protocols for adjustments.</li> <li>- Use of PPE for chemical exposure.</li> <li>- Clear communication for adjustment requests.</li> <li>- Regular maintenance of adjustment mechanisms.</li> <li>- Training on safe adjustment procedures.</li> <li>- Use of warning signals for adjustment operations.</li> <li>- Limit access to adjustment areas during operation.</li> <li>- Implement lockout/tagout procedures.</li> <li>- Use of safety barriers or guardrails.</li> </ul>	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
7. Output Inspection	Eye strain, Repetitive strain injuries	2M		1L
8. Waste Disposal	Hazardous waste exposure hazards	3H		2M
9. Shutdown Process	Residual energy, Electrical hazards	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
10. Maintenance	Mechanical failure, Tool misuse	4A		2M
11. Training and Induction	Lack of knowledge, Complacency	3H		1L
12. Emergency Response	Inadequate response, Communication failure	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. PPE Management	Inadequate protection, Improper use	3H		1L
14. Security	Unauthorised access, Theft	2M		1L
15. Environment	Pollution, Wildlife interaction	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>

### 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>

### Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National Uniform Legislation) Regulation 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>

### 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.

### 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>

### 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>

### 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