

## Perform Pest Inspections 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	<b>Elimination</b> Remove the hazard.		
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE			<b>Substitution</b> 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.	<b>Engineering</b> Isolate the hazard
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH			1L LOW	Monitor and keep records.	<b>Administrative</b> Change
								<b>PPE</b>		
<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. <b>Eliminate</b>	
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	
									4. Engineering	
									5. Administrative	
									6. PPE	
<b>Consequence Scale:</b>									Always document <b>why</b> a lower-order control is accepted if elimination or substitution is not reasonably practicable.	
Consequence	People (injury/illness)		Project / Assets		Compliance / Reputation				<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	
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					

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	Incorrect equipment selection, Lack of PPE	3H	<ul style="list-style-type: none"> <li>- Conduct a pre-inspection meeting to determine equipment needs</li> <li>- Ensure all personnel wear appropriate PPE such as gloves and masks</li> <li>- Cross-check equipment list against job requirements</li> <li>- Provide equipment handling training</li> <li>- Ensure all equipment is in working order and maintained</li> <li>- Use checklists to ensure no items are omitted</li> <li>- Conduct mock inspection to familiarise with equipment</li> <li>- Verify staff understanding of safety requirements</li> <li>- Label equipment for easy identification</li> <li>- Establish communication protocols for the team</li> </ul>	2M
2. Site Arrival	Traffic accidents, Unauthorised access	3M	<ul style="list-style-type: none"> <li>- Use well-maintained and company-owned vehicles</li> <li>- Coordinate with site management for designated parking areas</li> <li>- Implement spotters for vehicle manoeuvring</li> <li>- Conduct site briefing to identify safe access points</li> <li>- Log all entrances and exits to the site</li> <li>- Use high-visibility clothing during arrival and departure</li> <li>- Keep area cones around vehicles for demarcation</li> <li>- Verify site access permissions</li> <li>- Use electronic tracking for personnel movements</li> <li>- Keep emergency contact numbers accessible</li> </ul>	2M
3. Visual Inspection	Falls from height, Contact with hazardous substances	4A	<ul style="list-style-type: none"> <li>- Use fall arrest systems when working at height</li> <li>- Review the Safety Data Sheets for known hazardous substances</li> <li>- Employ binoculars for remote inspections when possible</li> <li>- Use stabilised ladders and platforms</li> <li>- Inspect PPE prior to use</li> <li>- Conduct a pre-inspection safety briefing</li> <li>- Label hazardous areas clearly</li> <li>- Limit access to hazardous areas to trained personnel</li> </ul>	3H

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			<ul style="list-style-type: none"> <li>- Keep anti-slip mats in areas prone to wetness</li> <li>- Ensure only certified personnel handle hazardous substances</li> </ul>	
4. Inspection of Roof Spaces	Confined spaces, Electrical hazards	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
5. Inspection of Crawl Spaces	Biological hazards Bites and stings	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
6. Use of Inspection Tools	Electrical shock, Repetitive strain injuries	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L

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7. Report Writing	Repetitive strain, Data inaccuracy	2M		1L
8. Communication of Findings	Miscommunication, Mishearing	2M		1L
9. Equipment Maintenance	Mechanical failure, Chemical exposure	3H		2M

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10. Exit Procedures	Slips, trips, and falls, Unauthorized exit	2M		1L
11. Debrief	Miscommunication, Lack of follow-up actions	2M		1L
12. Training	Insufficient training, Information overload	3H		2M

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13. Pest Treatment Application	Chemical exposure, Environmental contamination	4A		2M
14. Documentation and Record Keeping	Data loss, Inaccurate records	2M		1L
15. Review and Continuous Improvement	Inadequate risk review, Resistance to change	2M		1L

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			<div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
16. Emergency Response	Delayed response, Inadequate resources	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	2M
17. First Aid Measures	Inadequate treatment or response, Allergic reactions	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
18. Waste Management	Chemical exposure, Environmental pollution	3H	<div></div> <div></div> <div></div>	2M



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19. Vehicle Use	Vehicle accidents, Unauthorised use	3H		2M
20. Stakeholder Communication	Misinformation, Stakeholder dissatisfaction	2M		1L

## 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) 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>

### 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