

Piercing Skin With Sharp Objects Risk Assessment

Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THIS 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 the 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	unfamiliar equipment, disorganized workspace	3H	<ul style="list-style-type: none"> - Conduct training on use of equipment - Ensure workspace is organized before starting work - Have a supervisor check readiness of all tools and equipment - Implement a checklist for tools needed for the task - Mark areas for safe equipment placement - Limit the number of workers in the preparation area - Schedule routine equipment maintenance - Assign an experienced worker to guide new workers - Review task procedures before starting - Provide clear operational instructions 	2M
2. Gathering Equipment	tripping over misplaced tools, lifting heavy equipment	3H	<ul style="list-style-type: none"> - Use a tool cart for transporting equipment - Store equipment in designated areas - Clear pathways of obstructions - Train workers on proper lifting techniques - Use trolleys or mechanical aids for heavy equipment - Label heavy items clearly - Provide PPE suitable for handling heavy items - Have regular safety audits of the equipment storage - Limit the weight workers are allowed to carry manually - Place frequently used items in easily accessible areas 	2M
3. Inspection of Equipment	faulty equipment, unnoticed sharp edges	3H	<ul style="list-style-type: none"> - Conduct pre-use inspections of all tools - Maintain a log of equipment conditions - Use gloves when handling sharp tools - Implement a tagging system for faulty equipment - Ensure only trained personnel perform inspections - Provide a checklist for inspection procedures - Regularly service and maintain tools - Record and communicate any defects immediately 	2M

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			<ul style="list-style-type: none"> - Remove defective items from service - Replace or repair defective equipment promptly 	
4. Setting Up Workstation	insufficient lighting, poor ergonomics	3H	<ul style="list-style-type: none"> - Adjust workstation height to match worker's reach - Use adjustable chairs and desks - Ensure adequate lighting - Use anti-fatigue mats - Take regular breaks - Encourage proper posture - Use ergonomic tools - Rotate tasks - Provide training on ergonomics - Conduct regular safety audits 	2M
5. Use of Cutting Tools	slipping with blades, contact with fingers or hand	4A	<ul style="list-style-type: none"> - Use proper cutting technique - Keep hands and fingers clear of the blade - Use safety guards - Wear safety glasses - Use proper grip - Inspect tools for damage - Use appropriate tools for the job - Avoid overexertion - Keep work area clean - Use proper storage for tools 	3H
6. Securing Materials	materials shifting, tools slipping	3H	<ul style="list-style-type: none"> - Use proper securing technique - Use appropriate tools - Inspect materials for damage - Use proper storage for materials - Avoid overexertion - Keep work area clean - Use proper securing technique - Use appropriate tools - Inspect materials for damage - Use proper storage for materials 	2M

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7. Cutting and Shaping	sharp debris, unexpected movements	4A		3H
8. Handling Waste	exposure to sharp edges, dust	3H		2M
9. Packaging Finished Goods	sharp packaging materials, cuts from packaging tools	3H		2M

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10. Cleaning Work Area	leftover sharp objects, slippery surfaces	3H		2M
11. Returning Tools	accidental cuts, misplaced equipment	3H		2M
12. Reviewing Work	overlooking hazards, work repetition errors	2M		1L

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13. Training and Familiarization	inadequate knowledge, complacency	3H		2M
14. Supervising High-Risk Tasks	unsupervised work, ignoring safety protocols	4A		3H
15. Reporting and Incident Management	unreported injuries, delayed responses	3H		2M

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16. Maintenance of Tools and Equipment	equipment failure, deterioration of safety features	3H		2M
17. Communicating Safety Procedures	misunderstanding protocols, lack of awareness	3H		2M
18. Evaluating Safety Performance	inconsistent assessments, overlooked improvements	2M		1L

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19. Use of Personal Protective Equipment (PPE)	incorrect use of PPE, PPE wear and tear	3H		2M
20. Emergency Preparedness	inadequate emergency response, panicked reactions	4A		3H

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.