

## Plastics Extrusion - On-Line Saw 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			<b>Elimination</b> Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	<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>	

### Risk Rating & Required Action:

<b>4A</b>	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.
<b>3H</b>	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
<b>2M</b>	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
<b>1L</b>	Proceed, following standard operating procedures. Monitor and keep records.

### Consequence Scale:

Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
<b>Catastrophic</b>	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
<b>Major</b>	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
<b>Moderate</b>	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
<b>Minor</b>	First-aid only, no lost time	negligible delay	Isolated non-conformance
<b>Insignificant</b>	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	Slips and trips, Electrical hazards	3H	<ul style="list-style-type: none"> <li>- Ensure floor surfaces are dry and clean</li> <li>- Implement proper signage for wet floors</li> <li>- Use non-slip mats</li> <li>- Conduct regular inspection and maintenance of electrical cords</li> <li>- Ensure electrical outlets are compliant with safety standards</li> <li>- Train workers on the use of personal protective equipment (PPE)</li> <li>- Implement safety protocols for handling electrical equipment</li> <li>- Keep work area free of clutter and obstructions</li> <li>- Provide adequate lighting for work area</li> <li>- Ensure equipment is turned off when not in use</li> </ul>	2M
2. Raw Material Handling	Manual handling injury, Chemical exposure	3H	<ul style="list-style-type: none"> <li>- Train staff in correct manual handling techniques</li> <li>- Use mechanical aids such as forklifts where possible</li> <li>- Store chemicals in well-ventilated areas</li> <li>- Use appropriate PPE such as gloves and goggles</li> <li>- Ensure all chemicals are clearly labelled</li> <li>- Provide Safety Data Sheets (SDS) for all chemicals used</li> <li>- Implement safe storage practices to prevent spills</li> <li>- Perform regular maintenance checks on storage equipment</li> <li>- Establish emergency procedures for chemical spills</li> <li>- Limit exposure time to hazardous chemicals</li> </ul>	2M
3. Machine Setup	Machine entanglement, Pinch points	4A	<ul style="list-style-type: none"> <li>- Ensure machines are fitted with appropriate guards</li> <li>- Lockout/tagout procedures must be in place during maintenance</li> <li>- Provide comprehensive training on the correct setup procedures</li> <li>- Maintain clear and unrestricted access to emergency stops</li> <li>- Verify all safety interlocks are functional</li> <li>- Use tools designed for specific setup tasks to avoid misuse</li> <li>- Conduct regular machine inspections for wear and tear</li> <li>- Reduce loose clothing and remove jewellery around machines</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Maintain a clean and organised work area</li> <li>- Implement a mandatory pre-operational checklist</li> </ul>	
4. Machine Operation	Noise, Flying debris	4A	<ul style="list-style-type: none"> <li>- Wear hearing protection</li> <li>- Wear eye protection</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Do not touch moving parts</li> <li>- Do not wear loose clothing</li> <li>- Do not wear jewelry</li> <li>- Do not drink or eat while operating the machine</li> <li>- Do not operate the machine if you are tired or under the influence of alcohol or drugs</li> <li>- Do not operate the machine if you are not trained or authorized</li> <li>- Do not operate the machine if you are not familiar with the machine</li> <li>- Do not operate the machine if you are not familiar with the controls</li> <li>- Do not operate the machine if you are not familiar with the safety features</li> <li>- Do not operate the machine if you are not familiar with the emergency stop procedure</li> <li>- Do not operate the machine if you are not familiar with the lockout/tagout procedure</li> <li>- Do not operate the machine if you are not familiar with the maintenance procedures</li> <li>- Do not operate the machine if you are not familiar with the inspection procedures</li> <li>- Do not operate the machine if you are not familiar with the cleaning procedures</li> <li>- Do not operate the machine if you are not familiar with the lubrication procedures</li> <li>- Do not operate the machine if you are not familiar with the adjustment procedures</li> <li>- Do not operate the machine if you are not familiar with the setup procedures</li> <li>- Do not operate the machine if you are not familiar with the shutdown procedures</li> <li>- Do not operate the machine if you are not familiar with the start-up procedures</li> <li>- Do not operate the machine if you are not familiar with the operation procedures</li> <li>- Do not operate the machine if you are not familiar with the safety procedures</li> <li>- Do not operate the machine if you are not familiar with the risk assessment procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard identification procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard control procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard elimination procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard reduction procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard mitigation procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard prevention procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard avoidance procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard elimination procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard reduction procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard mitigation procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard prevention procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard avoidance procedures</li> </ul>	2M
5. Product Transfer	Struck by moving objects, Slips and trips	3H	<ul style="list-style-type: none"> <li>- Wear safety glasses</li> <li>- Wear safety shoes</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Do not touch moving parts</li> <li>- Do not wear loose clothing</li> <li>- Do not wear jewelry</li> <li>- Do not drink or eat while operating the machine</li> <li>- Do not operate the machine if you are tired or under the influence of alcohol or drugs</li> <li>- Do not operate the machine if you are not trained or authorized</li> <li>- Do not operate the machine if you are not familiar with the machine</li> <li>- Do not operate the machine if you are not familiar with the controls</li> <li>- Do not operate the machine if you are not familiar with the safety features</li> <li>- Do not operate the machine if you are not familiar with the emergency stop procedure</li> <li>- Do not operate the machine if you are not familiar with the lockout/tagout procedure</li> <li>- Do not operate the machine if you are not familiar with the maintenance procedures</li> <li>- Do not operate the machine if you are not familiar with the inspection procedures</li> <li>- Do not operate the machine if you are not familiar with the cleaning procedures</li> <li>- Do not operate the machine if you are not familiar with the lubrication procedures</li> <li>- Do not operate the machine if you are not familiar with the adjustment procedures</li> <li>- Do not operate the machine if you are not familiar with the setup procedures</li> <li>- Do not operate the machine if you are not familiar with the shutdown procedures</li> <li>- Do not operate the machine if you are not familiar with the start-up procedures</li> <li>- Do not operate the machine if you are not familiar with the operation procedures</li> <li>- Do not operate the machine if you are not familiar with the safety procedures</li> <li>- Do not operate the machine if you are not familiar with the risk assessment procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard identification procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard control procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard elimination procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard reduction procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard mitigation procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard prevention procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard avoidance procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard elimination procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard reduction procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard mitigation procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard prevention procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard avoidance procedures</li> </ul>	1L
6. Cutting Process	Cuts and lacerations, Dust inhalation	4A	<ul style="list-style-type: none"> <li>- Wear safety glasses</li> <li>- Wear safety shoes</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Do not touch moving parts</li> <li>- Do not wear loose clothing</li> <li>- Do not wear jewelry</li> <li>- Do not drink or eat while operating the machine</li> <li>- Do not operate the machine if you are tired or under the influence of alcohol or drugs</li> <li>- Do not operate the machine if you are not trained or authorized</li> <li>- Do not operate the machine if you are not familiar with the machine</li> <li>- Do not operate the machine if you are not familiar with the controls</li> <li>- Do not operate the machine if you are not familiar with the safety features</li> <li>- Do not operate the machine if you are not familiar with the emergency stop procedure</li> <li>- Do not operate the machine if you are not familiar with the lockout/tagout procedure</li> <li>- Do not operate the machine if you are not familiar with the maintenance procedures</li> <li>- Do not operate the machine if you are not familiar with the inspection procedures</li> <li>- Do not operate the machine if you are not familiar with the cleaning procedures</li> <li>- Do not operate the machine if you are not familiar with the lubrication procedures</li> <li>- Do not operate the machine if you are not familiar with the adjustment procedures</li> <li>- Do not operate the machine if you are not familiar with the setup procedures</li> <li>- Do not operate the machine if you are not familiar with the shutdown procedures</li> <li>- Do not operate the machine if you are not familiar with the start-up procedures</li> <li>- Do not operate the machine if you are not familiar with the operation procedures</li> <li>- Do not operate the machine if you are not familiar with the safety procedures</li> <li>- Do not operate the machine if you are not familiar with the risk assessment procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard identification procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard control procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard elimination procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard reduction procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard mitigation procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard prevention procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard avoidance procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard elimination procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard reduction procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard mitigation procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard prevention procedures</li> <li>- Do not operate the machine if you are not familiar with the hazard avoidance procedures</li> </ul>	2M

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7. Quality Control Inspection	Manual handling injury, Repetitive strain injury	2M		1L
8. Packaging	Manual handling injury, Strain, Lifting objects	3H		2M
9. Waste Disposal	Chemical exposure, Cuts from sharp objects	3H		1L

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10. Shutdown and Maintenance	Electrical hazards, Falls from height	4A		2M
11. Cleaning	Chemical exposure, Slips and injuries from cleaning equipment	3H		1L
12. Supervision	Inadequate emergency response, Lack of PPE compliance	3H		1L

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13. Workplace Visits	Visitors unfamiliar with site hazards, Trips and falls	3H		1L
14. Incident Response	Inadequate first aid, Delayed emergency services	4A		2M
15. Documentation and Reporting	Data entry errors, Security breaches	3H		1L

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			<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.