

## Quick-Set Truss Press 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	
								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				
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				
								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 due to uneven surfaces, Strains from lifting heavy tools	3H	<ul style="list-style-type: none"> <li>- Conduct site inspection to identify and mark uneven surfaces</li> <li>- Use proper lifting techniques when handling tools</li> <li>- Provide training on manual handling</li> <li>- Ensure all staff wear appropriate non-slip footwear</li> <li>- Utilise trolleys or hoists for transporting heavy tools</li> <li>- Allocate tasks based on physical capabilities of workers</li> <li>- Keep work area organized to prevent tripping</li> <li>- Use visual cues to signal uneven surfaces</li> <li>- Regularly monitor and maintain walking surfaces</li> <li>- Implement a buddy system for heavy lifting tasks</li> </ul>	1L
2. Delivery of Materials	Traffic conflicts on site, Material spillage during unloading	3H	<ul style="list-style-type: none"> <li>- Designate and supervise unloading area</li> <li>- Use spotters to guide vehicles</li> <li>- Implement traffic management plans</li> <li>- Employ experienced personnel for unloading</li> <li>- Use spill containment measures</li> <li>- Provide adequate lighting in unloading zones</li> <li>- Use forklift or other mechanical aids for unloading</li> <li>- Conduct pre-unloading site checks</li> <li>- Continuously supervise unloading process</li> <li>- Have emergency cleanup kits readily available</li> </ul>	2M
3. Assembly of Trusses	Pinch points in connections, Falls from height	4A	<ul style="list-style-type: none"> <li>- Use appropriate PPE including gloves</li> <li>- Implement fall arrest systems</li> <li>- Train workers on identifying and avoiding pinch points</li> <li>- Ensure all connections are clearly marked</li> <li>- Use scaffolding according to safety standards</li> <li>- Secure ladders properly with stable footing</li> <li>- Regularly inspect fall protection equipment</li> <li>- Have a trained supervisor oversee assembly</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Establish a clear communication protocol among workers</li> <li>- Limit access to the assembly area to trained personnel only</li> </ul>	
4. Lifting of Trusses	Equipment failure, Incorrect rigging	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>	2M
5. Securing Trusses	Instability of structure, Pinch points	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>	1L
6. Inspection	Failure to identify issues, Inadequate communication	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. Disassembly	Falling components, Manual handling injuries	3H		1L
8. Site Cleanup	Slips, trips and falls, Exposure to dust and debris	3H		1L
9. Equipment Maintenance	Electrical hazards, Moving parts	4A		2M

ards, Non-compliance

3H

A large, light blue rectangular area containing a grid of horizontal bars. The bars are black and vary in length. A large, diagonal, semi-transparent watermark reading 'SAMPLE' is overlaid across the entire image.

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13. Training and Competency	Unskilled workforce, Lack of awareness on procedures	3H		1L
14. Emergency Response	Delayed response, Insufficient resources	4A		2M
15. Signage and Information	Inadequate warning systems, Confusing safety signs	3H		1L

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16. Weather Monitoring	Sudden weather changes, Inadequate shelter provisions	3H		2M
17. Communication Systems	Equipment malfunction, Information overload	3H		1L



Process	Controlled site	Uncontrolled site
4A	<p>100%</p> <p>95%</p> <p>90%</p> <p>85%</p> <p>80%</p> <p>75%</p> <p>70%</p> <p>65%</p> <p>60%</p> <p>55%</p> <p>50%</p> <p>45%</p> <p>40%</p> <p>35%</p> <p>30%</p> <p>25%</p> <p>20%</p> <p>15%</p> <p>10%</p> <p>5%</p> <p>0%</p>	<p>100%</p> <p>95%</p> <p>90%</p> <p>85%</p> <p>80%</p> <p>75%</p> <p>70%</p> <p>65%</p> <p>60%</p> <p>55%</p> <p>50%</p> <p>45%</p> <p>40%</p> <p>35%</p> <p>30%</p> <p>25%</p> <p>20%</p> <p>15%</p> <p>10%</p> <p>5%</p> <p>0%</p>
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## 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.