

## Recovering Stranded Vehicles 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			<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>	
<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	
<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	Lack of equipment knowledge, Poor communication	3H	<ul style="list-style-type: none"> <li>- Conduct a team meeting to assign roles and responsibilities</li> <li>- Provide training on the equipment to be used</li> <li>- Establish a communication protocol among team members</li> <li>- Ensure all team members have the contact numbers of each other</li> <li>- Verify availability of all required equipment</li> <li>- Prepare a checklist for necessary equipment</li> <li>- Conduct an equipment inspection</li> <li>- Train staff on emergency procedures</li> <li>- Ensure all team members understand the risk assessment</li> <li>- Review previous instances of incidents and learnings</li> </ul>	2M
2. Site Assessment	Uneven terrain, Environmental hazards	3H	<ul style="list-style-type: none"> <li>- Conduct a walk-through of the site to identify hazards</li> <li>- Use appropriate PPE like boots and gloves</li> <li>- Test the stability of the ground</li> <li>- Document identified hazards and their locations</li> <li>- Ensure access to weather updates</li> <li>- Plan an escape route in case of emergency</li> <li>- Engage local authorities for site-specific risks</li> <li>- Prepare for wildlife encounters if applicable</li> <li>- Mark out exclusion zones</li> <li>- Deploy signs to warn of site-specific hazards</li> </ul>	2M
3. Vehicle Assessment	Unstable vehicle position, Unknown structural damage	3H	<ul style="list-style-type: none"> <li>- Conduct a visual inspection from a safe distance</li> <li>- Use binoculars or drones for a better view</li> <li>- Place wedges or stoppers to prevent movement</li> <li>- Consult with the vehicle owner/operator for insights</li> <li>- Use a checklist to cover all inspection points</li> <li>- Document the vehicle's condition</li> <li>- Use remote monitoring tools to assess stability</li> <li>- Liaise with emergency services for additional support</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Avoid entering the vehicle until deemed safe</li> <li>- Ensure photo evidence is collated before moving</li> </ul>	
4. Equipment Setup	Equipment failure, Incorrect setup	3H	<ul style="list-style-type: none"> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> </ul>	1L
5. Vehicle Stabilisation	Movement of vehicle, Collapse of supports	4A	<ul style="list-style-type: none"> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> </ul>	2M
6. Attachment of Recovery Gear	Incorrect attachment points, Gear slippage	4A	<ul style="list-style-type: none"> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> <li>- Ensure correct equipment is used</li> <li>- Check equipment is in good working order</li> <li>- Ensure correct setup is used</li> </ul>	2M

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7. Manual Handling	Back strain, Incorrect lifting techniques	3H		2M
8. Winching Operations	Cable snap, Overspeed equipment	4A		2M
9. Towing Operations	Towing failure, Tow vehicle instability	4A		2M

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10. Transport to Safe Location	Route hazards, Traffic, load shift	3H		1L
11. Incident Response	Emergency situations, Responder exposure	4A		2M
12. Post-Recovery Inspection	Overlooked damage, Equipment failure	3H		1L

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13. Vehicle Handover	Miscommunication, Handover discrepancies	2M		1L
14. Debrief and Review	Failure to identify improvements Incomplete feedback	2M		1L
15. Equipment Maintenance	Wear and tear, Inadequate maintenance	3H		1L

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16. Record Keeping	Data loss, Inaccurate records	2M		1L
17. Staff Training and Development	Skill gaps, Complacency	3H		1L



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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.