

## Relocating Wildlife 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 the 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				
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				
								<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	

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	Inadequate training, Poor understanding of species	3H	<ul style="list-style-type: none"> <li>- Conduct thorough training sessions for personnel</li> <li>- Develop detailed species-specific guidelines</li> <li>- Ensure availability of identification guides</li> <li>- Assign experienced team members to supervise</li> <li>- Verify qualifications of all involved personnel</li> <li>- Conduct field orientation sessions</li> <li>- Establish communication protocols</li> <li>- Use checklists to verify readiness</li> <li>- Schedule regular refresher trainings</li> <li>- Assess each member's understanding pre-deployment</li> </ul>	2M
2. Equipment Check	Faulty equipment, Improper handling	3H	<ul style="list-style-type: none"> <li>- Develop a checklist for equipment inspections</li> <li>- Conduct routine maintenance</li> <li>- Train personnel on proper equipment handling</li> <li>- Maintain an inventory of tools and equipment</li> <li>- Inspect equipment prior to every use</li> <li>- Record and address any deficiencies immediately</li> <li>- Ensure availability of first aid kits</li> <li>- Implement a tagging system for faulty equipment</li> <li>- Provide personal protective equipment</li> <li>- Establish a reporting system for equipment failure</li> </ul>	1L
3. Site Reconnaissance	Unfamiliar terrain, Hidden obstacles	3H	<ul style="list-style-type: none"> <li>- Perform a preliminary site visit with experienced personnel</li> <li>- Map out the area using GPS technology</li> <li>- Conduct thorough risk assessments of the site</li> <li>- Establish safe entry and exit points</li> <li>- Clear immediate hazards present at the site</li> <li>- Use communication devices to maintain contact</li> <li>- Prepare alternate routes for emergency evacuation</li> <li>- Provide terrain maps to all team members</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Implement buddy systems for navigation</li> <li>- Install warning signage for known hazards</li> </ul>	
4. Wildlife Identification	Misidentification of species, Aggressive animal behaviour	4A	<ul style="list-style-type: none"> <li>- Conduct thorough research on local wildlife species and their behaviours</li> <li>- Use binoculars or a spotting scope to observe animals from a safe distance</li> <li>- Avoid approaching or touching animals</li> <li>- Maintain a safe distance from animals at all times</li> <li>- Use appropriate equipment and techniques for identification</li> <li>- Consult with experts or field guides for assistance</li> <li>- Avoid feeding or interacting with animals</li> <li>- Be aware of your surroundings and potential hazards</li> <li>- Follow local regulations and guidelines for wildlife observation</li> <li>- Use appropriate safety gear (e.g., long pants, closed-toe shoes)</li> <li>- Travel in groups or with a guide</li> <li>- Avoid entering restricted areas or habitats</li> <li>- Be prepared for emergencies (e.g., first aid kit, communication device)</li> <li>- Report any sightings or behaviours to relevant authorities</li> </ul>	2M
5. Trap Setting	Improper trap placement, Injuries from traps	4A	<ul style="list-style-type: none"> <li>- Research and understand the target species and their habits</li> <li>- Choose appropriate trap types and sizes</li> <li>- Place traps in strategic locations (e.g., along animal trails, near food sources)</li> <li>- Bait traps with appropriate food or attractants</li> <li>- Check traps regularly and reset them as needed</li> <li>- Use humane trapping methods</li> <li>- Avoid setting traps in areas with high human or animal traffic</li> <li>- Use warning signs or markers to alert others of trap locations</li> <li>- Follow local regulations and guidelines for trapping</li> <li>- Use appropriate safety gear (e.g., gloves, long pants)</li> <li>- Be aware of your surroundings and potential hazards</li> <li>- Avoid setting traps in restricted areas or habitats</li> <li>- Report any sightings or behaviours to relevant authorities</li> </ul>	2M
6. Capture	Animal stress, Improper handling	4A	<ul style="list-style-type: none"> <li>- Use appropriate capture methods (e.g., traps, nets, snares)</li> <li>- Handle animals gently and with care</li> <li>- Minimize stress and discomfort during capture and handling</li> <li>- Use appropriate equipment and techniques for handling</li> <li>- Consult with experts or field guides for assistance</li> <li>- Avoid feeding or interacting with animals</li> <li>- Be aware of your surroundings and potential hazards</li> <li>- Follow local regulations and guidelines for capture and handling</li> <li>- Use appropriate safety gear (e.g., gloves, long pants)</li> <li>- Be prepared for emergencies (e.g., first aid kit, communication device)</li> <li>- Report any sightings or behaviours to relevant authorities</li> </ul>	2M

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7. Transport	Transport vehicle malfunction, Animal escape	4A		2M
8. Health Assessment	Disease transmission, Injury to personnel	4A		2M
9. Release Site Preparation	Environmental hazards at release site, Incorrect site selection	3H		1L

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10. Release	Animal disorientation, Unexpected predator presence	3H		2M
11. Monitoring	Failure to track animal, Environment threats	3H		1L
12. Post-operation Review	Inadequate assessment of outcomes, Invalid data tracking	2M		1L

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13. Equipment Decontamination	Biohazard exposure, Improper cleaning	3H		1L
14. Documentation	Loss of critical data, Unauthorized access	3H		1L
15. Community Engagement	Miscommunication, Negative public perception	2M		1L

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16. Review of Control Measures	Outdated practices, Complacency	2M		1L
17. Legal Compliance	Non-compliance with regulations, Unapproved procedures	3H		1L
18. Resource Allocation	Budget constraints, Resource shortages	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.