

Removal Of Harmful Insects, Animals Or Plants 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 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:

1. **Eliminate**
2. Substitute
3. Isolate
4. Engineering
5. Administrative
6. 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	Inadequate safety gear, Poor planning	3H	<ul style="list-style-type: none"> - Conduct a pre-task risk assessment - Ensure all team members are briefed on the task - Verify that all safety equipment is available and in good condition - Ensure there is a first-aid kit accessible - Designate a team leader for coordination - Establish communication protocols with team members - Check weather conditions - Secure necessary permits - Identify access and egress points - Develop an emergency response plan 	2M
2. Site Inspection	Unstable terrain, Unknown insect species	3H	<ul style="list-style-type: none"> - Conduct a visual inspection of the site - Wear appropriate footwear for the terrain - Use tools to move foliage and detect hazards - Use maps or plans to identify possible habitats of harmful species - Carry tools to safely probe unknown areas - Remove any loose debris or obstacles - Engage a guide or local expert familiar with the area - Identify and mark hazardous zones - Establish a base station for operations - Regularly monitor team safety through check-ins 	2M
3. Equipment Setup	Equipment malfunction, Electrocution	3H	<ul style="list-style-type: none"> - Test all equipment before use - Ensure electrical tools are properly rated and tested - Keep water away from electrical equipment - Use surge protectors and circuit breakers - Provide training on proper equipment use - Set up equipment on stable surfaces - Store backup equipment in case of failures - Utilise automated systems where possible 	2M

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			<ul style="list-style-type: none"> - Establish clear zones for operating equipment - Inspect all safety features before use 	
4. Personal Protective Equipment (PPE) Fitting	Improper PPE fitting, Insufficient protection	2M	<ul style="list-style-type: none"> - Provide training on correct PPE fitting and use - Ensure PPE is suitable for the task and in good condition - Establish a PPE inspection and maintenance schedule - Use PPE that meets relevant standards - Encourage workers to report any issues with PPE - Provide PPE for all workers involved in the task - Ensure PPE is worn at all times during the task - Conduct regular PPE checks - Replace PPE as needed - Provide PPE for all workers involved in the task - Ensure PPE is worn at all times during the task - Conduct regular PPE checks - Replace PPE as needed 	1L
5. Hazard Communication	Miscommunication, Lack of awareness	3H	<ul style="list-style-type: none"> - Provide training on hazard communication - Ensure all workers are aware of the hazards - Use clear and concise communication - Establish a communication protocol - Use appropriate signage and labels - Provide PPE for all workers involved in the task - Ensure PPE is worn at all times during the task - Conduct regular PPE checks - Replace PPE as needed - Provide PPE for all workers involved in the task - Ensure PPE is worn at all times during the task - Conduct regular PPE checks - Replace PPE as needed 	2M
6. Access Control	Unauthorised access, Unclear instructions	2M	<ul style="list-style-type: none"> - Establish a clear access control system - Provide training on access control - Ensure all workers are aware of the access control system - Use clear and concise communication - Establish a communication protocol - Use appropriate signage and labels - Provide PPE for all workers involved in the task - Ensure PPE is worn at all times during the task - Conduct regular PPE checks - Replace PPE as needed - Provide PPE for all workers involved in the task - Ensure PPE is worn at all times during the task - Conduct regular PPE checks - Replace PPE as needed 	1L

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7. Removal Techniques	Injury from handling insects, Exposure to toxins	4A		3H
8. Monitoring and Observation	Inadequate monitoring, Overlooking hidden threats	3H		2M
9. Incident Response Planning	Delayed response, Lack of resources	4A		3H

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10. Waste Management	Improper disposal, Environmental contamination	3H		2M
11. Team Rotation	Fatigue, Overexertion	2M		1L
12. Decontamination	Cross-contamination, Toxic residues	3H		1L

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13. Post-Removal Assessment	Missed residues, Post-removal hazards	2M		1L
14. Reporting and Documentation	Data inaccuracy, Delays in reporting	2M		1L
15. Community Engagement	Miscommunication with public, Lack of public support	3H		2M

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			<div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	
16. Re-evaluation and Continuous Improvement	Failure to improve processes, Overlooking minor issues	2M	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L

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>

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>

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>

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.

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>

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>

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