

Site Assessment And Soil Identification 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			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:								Notes on Hierarchy of Controls:	
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	
Consequence Scale:								Always document why 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	Lack of knowledge, Inadequate safety gear	3H	<ul style="list-style-type: none"> - Provide training on soil assessment and equipment - Ensure availability of safety gear - Conduct a pre-departure briefing - Verify skill levels of participating staff - Secure necessary permits - Develop emergency response plan - Designate team roles - Prepare checklists for field work - Confirm weather conditions - Arrange safety drills for relevant scenarios 	2M
2. Transport to Site	Vehicle accident, Equipment loss	3H	<ul style="list-style-type: none"> - Use vehicles with installed GPS - Carry out vehicle maintenance checks - Perform driver check for licensing and experience - Safely secure equipment prior to travel - Provide training for load securing - Limit driving hours to avoid fatigue - Establish a backup vehicle plan - Maintain communication devices - Prepare emergency contact list - Use seat belts at all times 	2M
3. Site Entry	Unauthorized access, Hazardous terrain	3H	<ul style="list-style-type: none"> - Verify site access permissions - Use a site map for guided entry - Conduct a site safety briefing - Identify potential high-risk zones - Limit site access to authorised personnel only - Establish a clear entry and exit strategy - Use appropriate signage - Ensure communication devices are operational 	1L

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			<ul style="list-style-type: none"> - Apply personal protective equipment - Use a buddy system when entering site 	
4. Soil Sampling	Exposure to chemicals, Improper tool use	3H	<ul style="list-style-type: none"> - Wear appropriate PPE (hard hat, safety glasses, gloves, and boots) - Use proper tool handling techniques - Avoid contact with chemicals - Use a buddy system - Follow site safety protocols - Keep work area clear of obstacles - Use proper lifting techniques - Avoid running or roughhousing - Use proper tool storage - Keep work area clean - Use proper disposal methods for chemicals - Follow proper cleanup procedures - Use proper tool maintenance - Keep work area well-lit - Use proper communication - Follow proper emergency procedures - Use proper tool inspection - Keep work area free of clutter - Use proper tool selection - Follow proper tool use instructions - Use proper tool storage - Keep work area clean - Use proper disposal methods for chemicals - Follow proper cleanup procedures - Use proper tool maintenance - Keep work area well-lit - Use proper communication - Follow proper emergency procedures - Use proper tool inspection - Keep work area free of clutter - Use proper tool selection - Follow proper tool use instructions 	2M
5. Soil Testing	Chemical spills, Inhalation of dust	3H	<ul style="list-style-type: none"> - Wear appropriate PPE (hard hat, safety glasses, gloves, and boots) - Use proper tool handling techniques - Avoid contact with chemicals - Use a buddy system - Follow site safety protocols - Keep work area clear of obstacles - Use proper lifting techniques - Avoid running or roughhousing - Use proper tool storage - Keep work area clean - Use proper disposal methods for chemicals - Follow proper cleanup procedures - Use proper tool maintenance - Keep work area well-lit - Use proper communication - Follow proper emergency procedures - Use proper tool inspection - Keep work area free of clutter - Use proper tool selection - Follow proper tool use instructions 	2M
6. Equipment Use	Electrical shock, Mechanical injury	3H	<ul style="list-style-type: none"> - Wear appropriate PPE (hard hat, safety glasses, gloves, and boots) - Use proper tool handling techniques - Avoid contact with chemicals - Use a buddy system - Follow site safety protocols - Keep work area clear of obstacles - Use proper lifting techniques - Avoid running or roughhousing - Use proper tool storage - Keep work area clean - Use proper disposal methods for chemicals - Follow proper cleanup procedures - Use proper tool maintenance - Keep work area well-lit - Use proper communication - Follow proper emergency procedures - Use proper tool inspection - Keep work area free of clutter - Use proper tool selection - Follow proper tool use instructions 	2M

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7. Data Recording	Loss of data, Inaccurate data recording	3H		1L
8. Hazardous Material Handling	Exposure to toxic substances, Spill, leakage	4A		3H
9. Terrain Navigation	Slips and falls, Wildlife encounter	3H		2M

Equipment theft 3H

Contamination, Improper 3H

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13. Weather Monitoring	Heat stress, Lightning strikes	3H		2M
14. Emergency Response	Delayed response, Lack of immediate care	4A		2M
15. Post-Operation Review	Unreported incidents, Lessons not learned	2M		1L

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			<div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	
16. Environmental Assessment	Unexpected environmental impact, Non-compliance with regulations	3H	<div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	2M

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.