

Site Inspection In Extreme Weather Conditions 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: | |

SAMPLE

| 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 | Slippery surfaces, Inadequate PPE | 4A | <ul style="list-style-type: none"> - Check the weather forecast and communicate to all participants. - Ensure all personnel are wearing appropriate PPE, including waterproof clothing and non-slip footwear. - Brief all members on emergency protocols for extreme weather conditions. - Limit operations if the weather conditions are predicted to worsen. - Ensure availability of extra safety harnesses and life vests. - Prepare emergency kits containing first-aid supplies, ropes, and whistles. - Conduct a pre-start meeting to discuss planned site operations and weather-related hazards. - Secure all loose equipment to prevent them from blowing away. - Staff should be trained to recognise signs of hypothermia and heat stress. - Increase communication checks throughout the day. | 2M |
| 2. Site Access | Flooded paths, Reduced visibility | 4M | <ul style="list-style-type: none"> - Assess the site access points for potential flooding or obstruction. - Ensure access paths with adequate drainage to avoid flooding. - Arrange for additional lighting or reflective signs to enhance visibility. - Restrict access to non-essential personnel when weather conditions deteriorate. - Use spotters or guides to ensure safe navigation through the site. - Implement barricades or warning signs in high-risk areas. - Adjust travel schedules to daylight hours where possible. - Maintain regular radio contact with entering personnel. - Use high-visibility clothing to increase site visibility. - Map out and communicate alternative access paths in case of blockage. | 2M |
| 3. Equipment Operation | Equipment failure, Electrical hazards | 3H | <ul style="list-style-type: none"> - Regularly inspect and test equipment for faults or wear before operation. - Ensure all electrical equipment is weather-rated for outdoor use. - Implement a lockout/tag-out system for equipment maintenance during inspections. - Insulate cables and secure electrical connections against water exposure. - Provide adequate cover or enclosure for outdoor equipment. - Operators must be qualified and trained specifically for operations in extreme weather. - Minimise use of heavy equipment during severe weather peaks. - Ensure emergency shut-off procedures are clearly understood and accessible. | 2M |

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| | | | <ul style="list-style-type: none"> - Assign a dedicated safety officer to monitor equipment operation conditions. - Regularly review and update equipment operation procedures for extreme conditions. | |
| 4. Working at Heights | Wind gusts, Falls | 4A | <p>[REDACTED]</p> | 2M |
| 5. Manual Handling | Back injuries, Slips due to wet conditions | 3H | <p>[REDACTED]</p> | 1L |
| 6. Chemical Handling | Spillages, Vapour release | 3H | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> | 1L |

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| | | | [REDACTED] | |
| 7. Traffic Management | Vehicle collisions, Obstructed view | | [REDACTED] | 2M |
| 8. Communication Systems | System failure, Poor signal | 3H | [REDACTED] | 2M |

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| | | | [REDACTED] | |
| 9. Emergency Response | Delayed response, Injuries from poor evacuation | 4A | [REDACTED] | 2M |
| 10. Environmental Monitoring | Unpredictable weather changes, Structural damage | 4A | [REDACTED] | 2M |

SAMPLE

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| 11. Site Security | Trespassing, Vandalism during low visibility | 3H | [REDACTED] | 1L |
| 12. Health Monitoring | Hypothermia, Heat stress | 4A | [REDACTED] | 2M |
| 13. Waste Management | Chemical spills, Wind-blown debris | 3H | [REDACTED] | 1L |

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| | | | [REDACTED] | |
| 14. First Aid | Injuries from falls, Illness due to weather | 3H | [REDACTED] | 1L |
| 15. Task Scheduling | Fatigue, Reduced concentration | 4A | [REDACTED] | 2M |

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| | | | [REDACTED] | |
| | | | [REDACTED] | |
| | | | [REDACTED] | |
| | | | | |
| | | | | |

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 FOR 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-of-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/work-places-and-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>

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/work-places/codes-of-practice#COPs>

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

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.

