

Stage Cylinder Rigging 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:

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 the 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:

- Eliminate**
- Substitute
- Isolate
- Engineering
- Administrative
- 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 training, failure to inspect equipment	3H	<ul style="list-style-type: none"> - Ensure all workers have received appropriate training on rigging procedures - Conduct a pre-task briefing to outline hazards and control measures - Perform a visual inspection of all rigging equipment before commencing work - Verify that all rigging equipment has a current inspection tag - Ensure communication devices are operational and tested before use - Assign a qualified supervisor to oversee the preparation stage - Check the weather conditions and plan accordingly for operations - Secure the work area with barriers and signs to warn unauthorized personnel - Ensure an emergency response plan is in place and understood by all - Validate that safety data sheets for relevant chemicals are available 	2M
2. Rigging Equipment Selection	equipment mismatch, overloading	3H	<ul style="list-style-type: none"> - Select equipment based on the weight and size of the cylinder - Verify equipment ratings exceed load requirements - Use manufacturer's guidelines to assess compatibility of rigging gear - Inspect equipment for defects or wear before use - Use a competency card system to verify worker qualification for equipment use - Never exceed the Working Load Limit of any rigging component - Ensure lifting devices and slings are made from appropriate materials - Place a colour-coded system to identify different weight capacities - Conduct a job safety analysis to identify proper rigging configuration - Engage a certified rigger for oversight on equipment selection 	1L
3. Lifting Plan Development	incorrect lifting plan, communication failure	3H	<ul style="list-style-type: none"> - Develop a documented lifting plan approved by a qualified engineer - Include detailed sketches or diagrams of the lift setup - Specify step-by-step lifting sequences and movements - Identify and assign roles and responsibilities to each team member - Incorporate walk-throughs of the planned lift with the team - Use hand signals or radios to ensure clear communication - Establish a stop-work authority if safety conditions change - Validate lifting plans against environmental and operational changes 	2M

falls

3H

assessment lift in

3H

Control access to the lifting zone with authorised personnel

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7. Test Lift	uncontrolled lift, crane malfunction	4A		2M
8. Lifting Operations	operator error, environmental influences	4A		2M
9. Securing the Load	load tipping, inadequate restraints	3H		1L

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10. Dismantling Equipment	collapse hazard, entanglement	3H		1L
11. Post-Operation Inspection	overlooked damage, equipment fatigue	3H		1L

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
12. Documentation and Reporting	incomplete records, failure to report incidents	3H	<ul style="list-style-type: none"> Establish a clear procedure for reporting incidents and near misses. Ensure all personnel are trained on the reporting procedure. Implement a system for tracking and managing incidents. Conduct regular audits of incident records. Provide incentives for reporting incidents. Ensure incident records are stored securely and are accessible. Review incident records regularly to identify trends. Investigate the root causes of incidents. Implement corrective actions to prevent recurrence. Communicate the results of investigations to all personnel. Update procedures and training based on investigation findings. 	1L
13. Cleanup and Restoration	slip hazards, equipment misplacement	2M	<ul style="list-style-type: none"> Establish a clear procedure for cleanup and restoration. Ensure all personnel are trained on the cleanup and restoration procedure. Implement a system for tracking and managing cleanup and restoration tasks. Conduct regular audits of cleanup and restoration tasks. Provide incentives for completing cleanup and restoration tasks. Ensure cleanup and restoration tasks are completed in a timely manner. Review cleanup and restoration records regularly to identify trends. Investigate the root causes of slip hazards and equipment misplacement. Implement corrective actions to prevent recurrence. Communicate the results of investigations to all personnel. Update procedures and training based on investigation findings. 	1L
14. Feedback and Review	lack of feedback, missed learning opportunities	2M	<ul style="list-style-type: none"> Establish a clear procedure for providing feedback. Ensure all personnel are trained on the feedback procedure. Implement a system for tracking and managing feedback. Conduct regular audits of feedback. Provide incentives for providing feedback. Ensure feedback is provided in a timely manner. Review feedback records regularly to identify trends. Investigate the root causes of missed learning opportunities. Implement corrective actions to prevent recurrence. Communicate the results of investigations to all personnel. Update procedures and training based on investigation findings. 	1L

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15. Continuous Improvement	stagnation, not adapting best practices	2M		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>

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.