

## Steel Smoothing With Disc Grinder 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			<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.	<b>Isolation</b> 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 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. <b>Substitute</b>		
1L Proceed, following standard operating procedures. Monitor and keep records.						3. <b>Isolate</b>		
						4. <b>Engineering</b>		
						5. <b>Administrative</b>		
						6. <b>PPE</b>		
<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			
						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	Incorrect PPE use, Tripping hazards	3H	<ul style="list-style-type: none"> <li>- Conduct a pre-task briefing for all workers</li> <li>- Ensure all workers wear appropriate PPE including gloves and safety glasses</li> <li>- Check the work area for tripping hazards and remove them</li> <li>- Ensure good housekeeping is maintained at all times</li> <li>- Provide training on proper PPE usage</li> <li>- Verify that all tools are in safe working condition</li> <li>- Establish a safety perimeter around the work area</li> <li>- Confirm emergency protocols are understood</li> <li>- Provide adequate lighting for the work area</li> <li>- Designate and demarcate walkways to avoid trips</li> </ul>	2M
2. Equipment Inspection	Equipment failure, Electrical hazards	3H	<ul style="list-style-type: none"> <li>- Conduct a visual inspection of the grinder before use</li> <li>- Check electrical cords for damage</li> <li>- Ensure guards are correctly fitted</li> <li>- Test run the equipment before starting work</li> <li>- Verify that the disc is suitable for the task</li> <li>- Ensure the grinder has a functional emergency shut-off</li> <li>- Maintain a regular equipment maintenance schedule</li> <li>- Implement a tag-out system for defective equipment</li> <li>- Provide training in equipment inspection</li> <li>- Ensure power sources are safe and appropriately rated</li> </ul>	2M
3. Securing Work Area	Unauthorised access, Fire hazards	4A	<ul style="list-style-type: none"> <li>- Set up barriers and warning signs around the work area</li> <li>- Keep flammable materials away from the area</li> <li>- Have a fire extinguisher readily available</li> <li>- Assign a spotter to monitor access points</li> <li>- Ensure work area is free of clutter</li> <li>- Regularly inspect the area for foreign objects</li> <li>- Implement a permit-to-work system if required</li> <li>- Implement access controls for the work area</li> </ul>	2M

		- Ensure clear pathways for evacuation
Injuries, Pinching	3H	[Redacted]
Blade hazards	3H	[Redacted]

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7. Grinding Process	Sparks and debris, Eye injuries	4A		2M
8. Monitoring Grinder Use	Overheating, Operator fatigue	3H		1L
9. Adjusting Grinder Settings	Accidental activation, Mechanical failure	3H		2M

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10. Cleaning Site Post-Grinding	Sharps injuries, Respiratory hazards	3H		2M
11. Conduct Final Equipment Check	Tool misuse post-maintenance, Residual hazards	3H		1L
12. Training and Skill Development	Lack of knowledge, Improper technique	3H		1L

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13. Emergency Preparedness	Delayed response, Inadequate first aid materials	4A		2M
14. Worker Participation and Feedback	Unreported hazards, Insufficient feedback	3H		1L
15. Review and Continuous Improvement	Stagnant safety practices, Non-compliance	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.