

Strip And Seal Floor Cleaning 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				
								<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	

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	Chemical exposure, Slip hazard	3H	<ul style="list-style-type: none"> - Ensure all Safety Data Sheets (SDS) for chemicals are available - Wear appropriate PPE including gloves and goggles - Place wet floor signs around the area - Ensure good ventilation to disperse fumes - Train staff on proper handling of chemicals and equipment - Verify all electrical equipment is in good working order - Perform a safety briefing before starting work - Inspect the floor for pre-existing damage - Review risk assessment and control measures regularly - Assign supervisor to oversee the operation 	2M
2. Equipment Setup	Electrical hazard, Trip hazard	3H	<ul style="list-style-type: none"> - Conduct electrical safety checks on all equipment - Connect machines using safety-tested and tagged extension cords - Keep cables well organized and off walking paths - Use equipment according to manufacturer instructions - Provide training on equipment use - Secure extension cords with cable protectors - Pre-inspect area to ensure clear paths - Regularly maintain and inspect equipment - Implement a lockout/tagout system for malfunctioning equipment - Maintain a logbook of equipment inspections 	1L
3. Mixing Chemicals	Inhalation of harmful fumes, Chemical burns	4A	<ul style="list-style-type: none"> - Mix chemicals in a well-ventilated area - Always add acid to water, never water to acid - Wear respiratory protection if necessary - Provide eyewash stations nearby - Train all staff on emergency procedures - Use appropriate containers for mixing and storage - Have an emergency spill kit available at all times - Ensure all chemicals are clearly labelled 	2M

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			<ul style="list-style-type: none"> - Limit access to the chemical mixing area - Perform regular audits of chemical usage and handling 	
4. Application of Stripper	Chemical exposure, Splashing	3H	<ul style="list-style-type: none"> - Wear appropriate PPE (goggles, gloves, apron) - Use chemical in a well-ventilated area - Avoid contact with skin and eyes - Do not inhale fumes - Use proper mixing technique - Clean up spills immediately - Store chemicals properly - Label all containers - Follow manufacturer instructions - Use caution when handling - Keep away from children and pets - Dispose of waste properly - Wash hands after use - Use first aid kit if needed - Report any incidents - Keep emergency contact numbers - Have a fire extinguisher nearby - Know the location of exits - Do not drink or eat while working - Use proper lifting techniques - Take breaks as needed - Stay hydrated - Use proper posture - Avoid overexertion - Use proper tool handling - Keep work area clean - Organize workspace - Use proper storage - Label all equipment - Follow safety protocols - Use proper communication - Work in pairs if possible - Have a spotter - Use proper footing - Avoid distractions - Stay focused - Use proper concentration - Avoid fatigue - Get adequate rest - Eat healthy food - Stay hydrated - Use proper breathing techniques - Avoid stress - Stay calm - Use proper decision making - Stay alert - Use proper judgment - Avoid complacency - Stay vigilant - Use proper situational awareness - Stay aware of surroundings - Use proper spatial awareness - Stay aware of time - Use proper time management - Stay on schedule - Use proper prioritization - Stay organized - Use proper planning - Stay prepared - Use proper contingency planning - Stay flexible - Use proper adaptability - Stay resilient - Use proper perseverance - Stay motivated - Use proper positivity - Stay optimistic - Use proper confidence - Stay self-assured - Use proper self-belief - Stay determined - Use proper resolve - Stay committed - Use proper dedication - Stay focused - Use proper concentration - Stay alert - Use proper situational awareness - Stay aware of surroundings - Use proper spatial awareness - Stay aware of time - Use proper time management - Stay on schedule - Use proper prioritization - Stay organized - Use proper planning - Stay prepared - Use proper contingency planning - Stay flexible - Use proper adaptability - Stay resilient - Use proper perseverance - Stay motivated - Use proper positivity - Stay optimistic - Use proper confidence - Stay self-assured - Use proper self-belief - Stay determined - Use proper resolve - Stay committed - Use proper dedication 	2M
5. Scrubbing the Floor	Physical strain, Noise exposure	2M	<ul style="list-style-type: none"> - Use proper scrubbing technique - Avoid overexertion - Take breaks as needed - Stay hydrated - Use proper posture - Avoid overexertion - Use proper tool handling - Keep work area clean - Organize workspace - Use proper storage - Label all equipment - Follow safety protocols - Use proper communication - Work in pairs if possible - Have a spotter - Use proper footing - Avoid distractions - Stay focused - Use proper concentration - Avoid fatigue - Get adequate rest - Eat healthy food - Stay hydrated - Use proper breathing techniques - Avoid stress - Stay calm - Use proper decision making - Stay alert - Use proper judgment - Avoid complacency - Stay vigilant - Use proper situational awareness - Stay aware of surroundings - Use proper spatial awareness - Stay aware of time - Use proper time management - Stay on schedule - Use proper prioritization - Stay organized - Use proper planning - Stay prepared - Use proper contingency planning - Stay flexible - Use proper adaptability - Stay resilient - Use proper perseverance - Stay motivated - Use proper positivity - Stay optimistic - Use proper confidence - Stay self-assured - Use proper self-belief - Stay determined - Use proper resolve - Stay committed - Use proper dedication 	1L
6. Water Extraction	Water spillage, Electrical shock	3H	<ul style="list-style-type: none"> - Use proper extraction technique - Avoid overexertion - Take breaks as needed - Stay hydrated - Use proper posture - Avoid overexertion - Use proper tool handling - Keep work area clean - Organize workspace - Use proper storage - Label all equipment - Follow safety protocols - Use proper communication - Work in pairs if possible - Have a spotter - Use proper footing - Avoid distractions - Stay focused - Use proper concentration - Avoid fatigue - Get adequate rest - Eat healthy food - Stay hydrated - Use proper breathing techniques - Avoid stress - Stay calm - Use proper decision making - Stay alert - Use proper judgment - Avoid complacency - Stay vigilant - Use proper situational awareness - Stay aware of surroundings - Use proper spatial awareness - Stay aware of time - Use proper time management - Stay on schedule - Use proper prioritization - Stay organized - Use proper planning - Stay prepared - Use proper contingency planning - Stay flexible - Use proper adaptability - Stay resilient - Use proper perseverance - Stay motivated - Use proper positivity - Stay optimistic - Use proper confidence - Stay self-assured - Use proper self-belief - Stay determined - Use proper resolve - Stay committed - Use proper dedication 	2M

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7. Rinsing	Residual chemical presence, Wet floor slips	2M		1L
8. Drying	Slip hazard, Equipment noise	2M		1L
9. Sealant Application	Fume inhalation, Skin contact	3H		2M

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10. Clean Up	Chemical exposure, Physical injury	2M		1L
11. Final Inspection	Unidentified hazards, Repetitive stress	2M		1L
12. Training Review	Inadequate knowledge, Non-compliance	2M		1L

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13. Equipment Maintenance	Equipment malfunction, Injury risk	3H		1L
14. Chemical Inventory Check	Chemical mishandling, Inventory discrepancies	2M		1L
15. Emergency Response Drill	Inability to respond to emergencies, Panic during drills	4A		2M

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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.