

Tackle Kickback From The 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:	

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	Improper tool inspection, Incorrect PPE usage	3H	<ul style="list-style-type: none"> - Conduct a pre-use inspection of the grinder to ensure it is in good working condition. - Verify that the grinder has the correct guarding installed. - Ensure all operators are trained in the safe use of grinding. - Confirm that a JSA (Job Safety Analysis) has been conducted prior to commencing work. - Wear appropriate PPE: safety goggles, hearing protection, gloves, and face shield. - Establish a clear and organised work area free of trip and slip hazards. - Confirm that a fire extinguisher and fire extinguisher are easily accessible. - Check that operators are fit for work and free from fatigue. - Identify emergency stop mechanisms and ensure all operators are familiar with their use. - Establish communication protocols for emergencies. 	2M
2. Grinder Handling	Inappropriate start-up sequence, Incorrect posture	3H	<ul style="list-style-type: none"> - Use both hands to handle the grinder and ensure a firm grip. - Keep the power cord away from the grinding wheels. - Confirm that the grinder switch is operational before use. - Maintain an ergonomic posture to reduce strain and the risk of kickback. - Ensure the correct speed is set on variable speed grinders. - Keep bystanders clear of the area before starting the tool. - Always position yourself to the side of the workpiece to reduce hazards from kickbacks. - Ensure adequate lighting and visibility in the workspace. - Inspect the grinding position for optimal control and safety. - Provide regular breaks to operators to avoid fatigue. - Switch the grinder off before setting it down or changing positions. 	2M
3. Grinding Operations	Tool kickback, Flying debris	4A	<ul style="list-style-type: none"> - Use the correct grinding disc for the material type and thickness. - Never exceed the maximum operating speed of the grinding disc. - Always hold the workpiece securely with a clamp or vice. - Direct sparks and debris away from yourself and others by orienting the workpiece correctly. - Visually inspect the grinding disc for damage before each use. - Keep hands and body clear of the grinding path. - If kickback occurs, immediately release the trigger and remove power to the tool. 	2M

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			<ul style="list-style-type: none"> - Ensure the working area is free of flammable materials. - Stand in a balanced position with a solid footing. - Wear a dust mask if grinding materials that can generate hazardous dust. 	
4. Post-Operation	Burns from hot materials, Accidental restart	2M	<p>[REDACTED]</p>	1L
5. Maintenance	Mechanical failure, Improper methods	3H	<p>[REDACTED]</p>	1L
6. Storage	Slipping hazards, Unstable stacking	2M	<p>[REDACTED]</p> <p>[REDACTED]</p>	1L

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			[REDACTED]	
7. Review and Audit	Non-compliance, Unreported hazards	2M	[REDACTED]	1L
8. Training and Competency	Inadequate training, Skill fade	3H	[REDACTED]	1L

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			[REDACTED]	
9. Incident Response	Delayed response, Improper first aid	3H	[REDACTED]	2M
10. Environment Control	Poor ventilation, Exposure to elements	3H	[REDACTED]	2M

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11. Interpretation of Safety Data Sheets (SDS)	Misinterpretation, Inadequate hazard communication	2M	[REDACTED]	1L
12. Record Keeping	Loss of records, Data inaccuracy	2M	[REDACTED]	1L
13. Equipment Calibration	Inaccurate readings, Unreliable performance	2M	[REDACTED]	1L

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			[REDACTED]	
14. Continuous Improvement	Stagnation, Inefficiency	2M	[REDACTED]	1L
15. Tool Selection and Use	Incorrect tool for task, Improvisation with tools	3H	[REDACTED]	1L

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			[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/lis-res-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.

