

Tandem Lift Operation 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 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	Equipment failure, Inadequate communication	3H	<ul style="list-style-type: none"> - Inspect all equipment prior to use - Conduct pre-lift meeting to discuss plan - Ensure all communication devices are functioning - Verify lifting equipment is certified and in good condition - Assess weather conditions - All personnel to wear appropriate PPE - Verify all permits are valid and up to date - Identify and set exclusion zones around lift area - Have contingency plan in place for unexpected issues - Finalize communication protocol 	2M
2. Load Assessment	Inaccurate load calculation, Unstable load	4H	<ul style="list-style-type: none"> - Confirm weight and centre of gravity of the load - Use load charts for all lifting equipment - Ensure load is evenly distributed - Conduct visual check on load restraints - Verify calculations with a second competent person - Use load monitoring systems - Review MSDS if lifting hazardous materials - Ensure load stability throughout lift - Adjust lift plan if load characteristics change - Assess lift site for additional hazards 	2M
3. Equipment Inspection	Defective equipment, Improper lifting gear	3H	<ul style="list-style-type: none"> - Conduct full inspection of all lifting gear - Use only certified and inspected lifting equipment - Ensure lifting points are secure and undamaged - Check all sling configurations - Verify integrity of lifting chains and slings - Document and rectify defects immediately - Limit use of lifting gear to its rated capacity - Rotate staff conducting inspections to prevent complacency 	1L

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			<ul style="list-style-type: none"> - Keep inspection records accessible on-site - Conduct spot checks during operations 	
4. Communication Setup	Miscommunication, Signal interference	3H	<ul style="list-style-type: none"> - Establish clear communication protocols and use standardized hand signals - Ensure all personnel have functional radios and are on the same frequency - Designate a primary communication point person - Conduct a communication check before starting work - Use backup communication methods (e.g., whistles, flags) if radios fail - Maintain clear line of sight between communication points - Avoid areas with potential signal interference - Document communication setup and any issues - Regularly check and maintain communication equipment - Establish a clear chain of command for communication - Use visual aids like signs or flags to supplement verbal communication - Ensure all personnel understand the communication protocols - Conduct a communication drill before starting work - Use a designated communication area for setup - Avoid using mobile phones for work-related communication - Establish a clear communication schedule - Use a designated communication channel for emergencies - Regularly check and maintain communication equipment - Establish a clear chain of command for communication - Use visual aids like signs or flags to supplement verbal communication - Ensure all personnel understand the communication protocols - Conduct a communication drill before starting work - Use a designated communication area for setup - Avoid using mobile phones for work-related communication - Establish a clear communication schedule - Use a designated communication channel for emergencies 	2M
5. Site Clearance	Uncontrolled personnel, Obstacles in lift path	3H	<ul style="list-style-type: none"> - Establish a clear exclusion zone around the lift - Use barriers and signage to restrict access to the lift area - Assign a dedicated spotter to monitor the lift path - Conduct a site walk-through to identify and remove obstacles - Ensure all personnel are aware of the lift operation and the exclusion zone - Use a designated communication channel for the spotter - Establish a clear communication schedule - Use a designated communication channel for emergencies - Regularly check and maintain communication equipment - Establish a clear chain of command for communication - Use visual aids like signs or flags to supplement verbal communication - Ensure all personnel understand the communication protocols - Conduct a communication drill before starting work - Use a designated communication area for setup - Avoid using mobile phones for work-related communication - Establish a clear communication schedule - Use a designated communication channel for emergencies - Regularly check and maintain communication equipment - Establish a clear chain of command for communication - Use visual aids like signs or flags to supplement verbal communication - Ensure all personnel understand the communication protocols - Conduct a communication drill before starting work - Use a designated communication area for setup - Avoid using mobile phones for work-related communication 	1L
6. Rigging Setup	Incorrect rigging, Rigging failure	4A	<ul style="list-style-type: none"> - Follow manufacturer's instructions for rigging - Use proper rigging techniques and equipment - Inspect all rigging components before use - Ensure all rigging is properly secured and balanced - Conduct a pre-lift inspection of the rigging - Use a designated communication channel for the spotter - Establish a clear communication schedule - Use a designated communication channel for emergencies - Regularly check and maintain communication equipment - Establish a clear chain of command for communication - Use visual aids like signs or flags to supplement verbal communication - Ensure all personnel understand the communication protocols - Conduct a communication drill before starting work - Use a designated communication area for setup - Avoid using mobile phones for work-related communication - Establish a clear communication schedule - Use a designated communication channel for emergencies - Regularly check and maintain communication equipment - Establish a clear chain of command for communication - Use visual aids like signs or flags to supplement verbal communication - Ensure all personnel understand the communication protocols - Conduct a communication drill before starting work - Use a designated communication area for setup - Avoid using mobile phones for work-related communication 	2M

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7. Lifting Operation	Load swing, Cable snap	4A		2M
8. Load Positioning	Load shift, Personnel under suspended load	3H		1L
9. Load Securing	Load unsecured, Equipment slippage	3H		2M

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10. Post-Operation Review	Inadequate post-operation analysis, Failure to document findings	2M		1L
11. Equipment Dismantling	Improper dismantling, Equipment damage	3H		1L
12. Site Clean-Up	Residual debris, Environment hazards	2M		1L

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13. Documentation and Reporting	Incorrect reporting, Lack of documentation	2M		1L
14. Staff Debriefing	Overlooked issues, Inadequate feedback	2M		1L
15. Continuous Improvement	Resistance to change, Failure to implement improvements	2M		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.