

## Trailer 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			<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.	Isolation 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 the 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. Substitute	
1L Proceed, following standard operating procedures. Monitor and keep records.								3. Isolate	
								4. Engineering	
								5. Administrative	
								6. PPE	
<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				
								<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	Slips and trips, Noise	3H	<ul style="list-style-type: none"> <li>- Conduct site inspection to identify slip hazards</li> <li>- Use non-slip mats where necessary</li> <li>- Ensure clear path for movement of trailers</li> <li>- Check noise levels against standard thresholds</li> <li>- Provide ear protection if required</li> <li>- Train workers in use of equipment and handling procedures</li> <li>- Keep an updated record of inspected areas</li> <li>- Ensure all equipment is rated for load requirements</li> <li>- Appoint a site safety officer</li> <li>- Perform weather checks on outdoor sites</li> </ul>	2M
2. Inspecting Trailer and Equipment	Faulty equipment, Sharp edges	3H	<ul style="list-style-type: none"> <li>- Conduct pre-use inspection of trailer and associated equipment</li> <li>- Ensure sharp edges are covered or removed</li> <li>- Use gloves during inspection to protect hands</li> <li>- Remove equipment from use if faults are identified</li> <li>- Keep an inspection log</li> <li>- Use barriers to prevent access to faulty equipment areas</li> <li>- Regularly service trailers and equipment by licensed professionals</li> <li>- Educate staff on identifying equipment faults</li> <li>- Implement a tag-out system for faulty items</li> <li>- Label sharp items clearly</li> </ul>	2M
3. Loading Trailer	Overloading, Falling objects	4A	<ul style="list-style-type: none"> <li>- Adhere to manufacturer's load limit guidelines</li> <li>- Train workers in correct loading techniques</li> <li>- Use restraints to secure loads</li> <li>- Clearly mark load limits on all trailers</li> <li>- Provide supervision for high-risk loads</li> <li>- Conduct safety briefings before loading</li> <li>- Implement buddy system during loading</li> <li>- Limit load weight to manageable size for trailers</li> </ul>	2M

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			- Schedule regular load checks - Use mechanical aids where possible	
4. Securing Load	Unsecured loads, Strain injuries	3H	[REDACTED]	1L
5. Towing Trailer	Vehicular collision, loss of control	4A	[REDACTED]	2M
6. Unloading Trailer	Struck by load, Overexertion	3H	[REDACTED]	2M

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7. Parking Trailer	Roll-away, Obstructed view	3H		2M
8. Performing Routine Maintenance	Mechanical failure, Exposure	4A		1L
9. Emergency Procedural Review	Delayed response, Injury during response	3H		1L

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10. Training and Induction	Poor understanding of procedures, Lack of experience	3H		1L
11. Conducting Risk Assessments	Incomplete assessments, Inadequate hazard identification	3H		1L
12. Incident Reporting	Failure to report, Misinformation	3H		2M

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13. Reviewing Safety Procedures	Procedures out of date, Uncommunicated changes	3H		1L
14. Communication and Coordination	Misinformation, Lack of coordination	3H		2M
15. Documentation and Record Keeping	Missing records, Data breaches	3H		1L

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16. Vehicle and Trailer Storage	Theft, Accidental damage	3H		2M
17. Chemical Handling in Trailers	Spills, Exposure to toxic substances	4A		1L
18. Preventative Maintenance Scheduling	Unexpected breakdowns, Oversight of critical checks	3H		1L



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19. Weather Monitoring for Outdoor Operations	Extreme weather, Inadequate preparations	4A		2M
20. Psychological Risk Management	Stress, Fatigue	3H		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.