

Traversing Along Roof Edge 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			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:

- Eliminate**
- Substitute
- Isolate
- Engineering
- Administrative
- 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	Inadequate tools, Lack of training	3H	<ul style="list-style-type: none"> - Conduct toolbox talk before starting work - Ensure all workers are trained in working at heights - Verify availability and functionality of necessary tools - Develop and communicate a clear work plan - Deploy adequate supervision throughout the operation - Regularly check for updates to safety guidelines - Maintain records of training and equipment usage - Use appropriate signage around the work area - Limit access to authorized personnel only - Prepare an emergency response plan in case of incident 	2M
2. Site Inspection	Slippery surfaces, Unstable structure	4H	<ul style="list-style-type: none"> - Inspect roof surface for damage or instability before work begins - Check weather conditions for rain or high winds - Highlight and mark slippery areas with warning signs - Secure loose or unstable roof components where possible - Ensure lighting is adequate for inspection under any conditions - Use of drones or cameras for difficult to access areas - Provide non-slip footwear to all workers - Implement exclusion zones below areas being inspected - Monitor surfaces for new hazards regularly - Update site inspection protocol to include new findings 	3H
3. Installing Edge Protection	Falls from height, Improper installation	4A	<ul style="list-style-type: none"> - Install edge protection systems such as guardrails before commencing work - Follow manufacturer's guidelines for installation - Engage professionals for installation if necessary - Regular checks to ensure stability and integrity of edge protection - Use fall arrest systems where edge protection is not possible - Train workers in edge protection systems usage before access - Barrier off area below where work is being conducted - Ensure edge protection extends entire length of work area 	2M

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
			<ul style="list-style-type: none"> - Review worker feedback on edge protection systems - Immediate remediation of any identified faults in edge protection 	
4. Harness and Lifeline Use	Equipment failure, Incorrect usage	3H	<ul style="list-style-type: none"> - Ensure all workers are trained and competent in the use of fall protection equipment - Inspect all fall protection equipment before use - Use approved fall protection systems - Ensure lifelines are properly anchored and free from damage - Use double lanyards where possible - Maintain 100% tie-off at all times - Avoid swing falls - Use fall arrest systems where appropriate - Ensure rescue equipment is available and workers are trained in its use - Conduct regular maintenance on all fall protection equipment - Use warning lines to restrict the fall zone - Establish a no-go zone below the work area - Use safety nets where feasible - Implement a permit-to-work system for high-risk activities - Ensure adequate supervision and monitoring - Use alternative methods to avoid the need for fall protection where possible 	1L
5. Positioning and Securing Tools	Falling objects, Trip hazards	4A	<ul style="list-style-type: none"> - Use tool bags or tool trolleys - Secure tools and equipment when not in use - Use toe boards and chocks to prevent tools from rolling away - Establish a clear and unobstructed work area - Use warning lines to restrict the fall zone - Establish a no-go zone below the work area - Use safety nets where feasible - Implement a permit-to-work system for high-risk activities - Ensure adequate supervision and monitoring - Use alternative methods to avoid the need for fall protection where possible 	2M
6. Environmental Conditions Monitoring	Adverse weather conditions, Poor visibility	4A	<ul style="list-style-type: none"> - Monitor weather conditions and visibility - Stop work if conditions become unsafe - Use appropriate PPE for the conditions - Establish a safe work area - Use warning lines to restrict the fall zone - Establish a no-go zone below the work area - Use safety nets where feasible - Implement a permit-to-work system for high-risk activities - Ensure adequate supervision and monitoring - Use alternative methods to avoid the need for fall protection where possible 	2M

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7. Roof Access	Unsecured access, Overhead electrical hazards	4A		2M
8. Communication Systems	Miscommunication, inadequate emergency communication	3H		2M
9. Fall Prevention Plan	Non-compliance, Inadequate testing	4A		1L

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10. First Aid and Medical Services	Delayed response, Inadequate first aid provisions	3H		2M
11. Personal Protective Equipment (PPE)	Inadequate protection, Incorrect use	3H		1L
12. Emergency Procedures	Non-awareness, Inefficient protocols	4A		2M

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13. Post-Work Procedure	Unreported damage, Residual hazards	3H		1L
14. Debrief and Feedback	Lack of communication, Inadequate feedback channels	2M		1L
15. Review and Learn	Learning stagnation, Missed improvement opportunities	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.