

## Use Of Commercial Ovens 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			<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.	<b>Isolation</b> 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>

### Risk Rating & Required Action:

<b>4A</b>	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.
<b>3H</b>	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
<b>2M</b>	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
<b>1L</b>	Proceed, following standard operating procedures. Monitor and keep records.

### Consequence Scale:

Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
<b>Catastrophic</b>	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
<b>Major</b>	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
<b>Moderate</b>	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
<b>Minor</b>	First-aid only, no lost time	negligible delay	Isolated non-conformance
<b>Insignificant</b>	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	slips from oil spills, electrical shock	3H	<ul style="list-style-type: none"> <li>- Ensure all staff are trained in hazard awareness.</li> <li>- Use non-slip mats in front of ovens.</li> <li>- Regularly inspect electrical connections and records.</li> <li>- Wear appropriate footwear with non-slip soles.</li> <li>- Ensure the floor is clean and free from spills.</li> <li>- Regularly check oil levels and handle with care.</li> <li>- Conduct regular fire-response drills.</li> <li>- Implement a routine cleaning schedule.</li> <li>- Perform visual inspection of electrical equipment before use.</li> <li>- Engage in daily equipment checks.</li> </ul>	2M
2. Pre-Heating	burns from hot surfaces, smoke inhalation	3H	<ul style="list-style-type: none"> <li>- Use temperature-controlled settings.</li> <li>- Provide warning signs around hot surface areas.</li> <li>- Ensure proper ventilation in kitchen areas.</li> <li>- Install smoke detectors near ovens.</li> <li>- Regularly test smoke detectors.</li> <li>- Train staff in operation and safety of ovens.</li> <li>- Allow oven to cool before cleaning or maintenance.</li> <li>- Provide fire blankets and extinguishers nearby.</li> <li>- Check oven door seals and locks regularly.</li> <li>- Provide clear instructions for oven use.</li> </ul>	2M
3. Loading	musculoskeletal injury from lifting, contact burns	3H	<ul style="list-style-type: none"> <li>- Use suitable personal protective equipment like oven mitts.</li> <li>- Train staff in proper manual handling techniques.</li> <li>- Utilise ergonomic loading tools where possible.</li> <li>- Ensure adequate lighting is available.</li> <li>- Implement a buddy system for lifting heavy items.</li> <li>- Only load when oven is at a safe temperature.</li> <li>- Clearly mark all hot zones.</li> <li>- Conduct regular staff training on new procedures.</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Ensure all catering trays have handles.</li> <li>- Store trays at waist height to avoid bending.</li> </ul>	
4. Unloading	thermal burns, slips on wet surfaces	3H	<ul style="list-style-type: none"> <li>- Wear heat resistant gloves</li> <li>- Use correct lifting technique</li> <li>- Ensure floor is dry</li> <li>- Use non-slip shoes</li> <li>- Report any spills immediately</li> <li>- Use designated unloading area</li> <li>- Keep work area clear of obstacles</li> <li>- Use proper body mechanics</li> <li>- Avoid rushing</li> <li>- Communicate with team</li> <li>- Use safety harness if required</li> <li>- Follow safe work procedures</li> <li>- Use appropriate tools</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use correct posture</li> <li>- Take regular breaks</li> <li>- Stay hydrated</li> <li>- Use designated storage area</li> <li>- Keep work area clean</li> <li>- Use proper lifting technique</li> <li>- Avoid overexertion</li> <li>- Use safety equipment</li> <li>- Follow safe work procedures</li> <li>- Use appropriate tools</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use correct posture</li> <li>- Take regular breaks</li> <li>- Stay hydrated</li> <li>- Use designated storage area</li> <li>- Keep work area clean</li> </ul>	2M
5. Maintenance	electrocution from faulty elements, chemical exposure	3H	<ul style="list-style-type: none"> <li>- Lock out/tag out</li> <li>- Use insulated tools</li> <li>- Wear PPE</li> <li>- Test for voltage</li> <li>- Use proper wiring techniques</li> <li>- Avoid contact with live wires</li> <li>- Use designated maintenance area</li> <li>- Keep work area clear of obstacles</li> <li>- Use proper body mechanics</li> <li>- Avoid rushing</li> <li>- Communicate with team</li> <li>- Use safety harness if required</li> <li>- Follow safe work procedures</li> <li>- Use appropriate tools</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use correct posture</li> <li>- Take regular breaks</li> <li>- Stay hydrated</li> <li>- Use designated storage area</li> <li>- Keep work area clean</li> <li>- Use proper lifting technique</li> <li>- Avoid overexertion</li> <li>- Use safety equipment</li> <li>- Follow safe work procedures</li> <li>- Use appropriate tools</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use correct posture</li> <li>- Take regular breaks</li> <li>- Stay hydrated</li> <li>- Use designated storage area</li> <li>- Keep work area clean</li> </ul>	1L
6. Cleaning	chemical burns from cleaning agents, cuts from damaged parts	3H	<ul style="list-style-type: none"> <li>- Wear PPE</li> <li>- Use diluted cleaning agents</li> <li>- Avoid contact with skin</li> <li>- Use proper cleaning techniques</li> <li>- Avoid contact with sharp edges</li> <li>- Use designated cleaning area</li> <li>- Keep work area clear of obstacles</li> <li>- Use proper body mechanics</li> <li>- Avoid rushing</li> <li>- Communicate with team</li> <li>- Use safety harness if required</li> <li>- Follow safe work procedures</li> <li>- Use appropriate tools</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use correct posture</li> <li>- Take regular breaks</li> <li>- Stay hydrated</li> <li>- Use designated storage area</li> <li>- Keep work area clean</li> <li>- Use proper lifting technique</li> <li>- Avoid overexertion</li> <li>- Use safety equipment</li> <li>- Follow safe work procedures</li> <li>- Use appropriate tools</li> <li>- Keep hands and feet clear of moving parts</li> <li>- Use correct posture</li> <li>- Take regular breaks</li> <li>- Stay hydrated</li> <li>- Use designated storage area</li> <li>- Keep work area clean</li> </ul>	2M

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7. Monitoring	uneven cooking leading to food safety issues, equipment failure	3H		1L
8. Emergency Procedures	fire outbreak, medical emergency, equipment failure, burns	4A		2M
9. Oven Programming	incorrect settings leading to breakdowns, inadequate user knowledge	3H		2M

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10. Oven Cooling	residual heat burns, prolonged exposure to heat	2M		1L
11. Decommissioning	fume hazards from displaced residue structural instability during teardown	4A		2M
12. Inspection	overlooked damaged parts, failure to detect system faults	3H		1L

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13. Training	insufficient training leading to user error, lack of awareness about risks	3H		1L
14. Waste Disposal	contaminated waste exposure, injuries from handling sharp/disposable items	3H		2M
15. Refuelling	fuel spills leading to fire hazards, chemical exposure	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.