

## Use Of Power Saws 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>	

### 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:

- 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	Slips, Trips	3H	<ul style="list-style-type: none"> <li>- Ensure clear walkways</li> <li>- Use anti-slip mats</li> <li>- Secure all cables and hoses safely</li> <li>- Conduct site inspection before starting</li> <li>- Mark hazard zones with high visibility tape</li> <li>- Train staff on hazard awareness</li> <li>- Maintain a clean and orderly work site</li> <li>- PPE for foot protection</li> <li>- Regular inspections for wet surfaces</li> <li>- Barricade off high risk areas</li> </ul>	1L
2. Inspect Equipment	Electrical Faults, Defective Cords	3H	<ul style="list-style-type: none"> <li>- Check all electrical connections</li> <li>- Replace damaged power cords immediately</li> <li>- Use equipment testing tags</li> <li>- Test safety features before use</li> <li>- Conduct visual inspection for damage</li> <li>- Schedule regular maintenance checks</li> <li>- Isolate defective equipment</li> <li>- Ensure staff competency in inspection</li> <li>- Report faulty equipment immediately</li> <li>- Implement lockout/tagout procedures</li> </ul>	2M
3. Installing Blade	Cuts, Blade Ejection	3H	<ul style="list-style-type: none"> <li>- Power off the saw before blade installation</li> <li>- Wear cut-resistant gloves</li> <li>- Use proper tools for blade change</li> <li>- Follow manufacturer's instructions</li> <li>- Secure blade guard before starting</li> <li>- Ensure blade correctly installed and secure</li> <li>- Provide adequate lighting at workstation</li> <li>- Conduct visual checks after blade installation</li> </ul>	2M

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			<ul style="list-style-type: none"> <li>- Train workers in safe installation procedures</li> <li>- Turn off power when adjusting alignment</li> </ul>	
4. Adjusting Settings	Incorrect Set Up, Mechanical Failure	3H	<ul style="list-style-type: none"> <li>- Verify all safety guards are in place before adjustment.</li> <li>- Lock out/tag out equipment before making adjustments.</li> <li>- Follow manufacturer's instructions for setting up and operation.</li> <li>- Ensure all components are correctly aligned and tightened.</li> <li>- Test equipment at low speed before increasing RPM.</li> <li>- Stop immediately if unusual noise or vibration occurs.</li> <li>- Double-check settings after each adjustment.</li> <li>- Keep hands clear of moving parts during setup.</li> <li>- Use proper tools and techniques for tightening.</li> <li>- Consult supervisor if unsure about any step.</li> </ul>	2M
5. Start-Up	Sudden Start, Sound Hazards	3H	<ul style="list-style-type: none"> <li>- Give warning signal before starting equipment.</li> <li>- Stand clear of the machine during start-up.</li> <li>- Wear hearing protection (earplugs or earmuffs).</li> <li>- Check for loose clothing or jewelry that could get caught.</li> <li>- Ensure all personnel are aware of start-up time.</li> <li>- Start at low speed initially to monitor for issues.</li> <li>- Stop if there is excessive noise or vibration.</li> <li>- Review safety protocols before starting.</li> <li>- Communicate clearly with team members.</li> </ul>	2M
6. Feeding Material	Finger Injuries, Kickback	4A	<ul style="list-style-type: none"> <li>- Feed material slowly and steadily.</li> <li>- Keep hands away from the feed point.</li> <li>- Use push sticks or other feeding aids.</li> <li>- Do not reach into the machine to adjust or clear jams.</li> <li>- Stop the machine if a jam occurs.</li> <li>- Wear eye protection to guard against kickback.</li> <li>- Ensure the work area is clean and free of obstructions.</li> <li>- Follow specific feeding instructions for the material type.</li> <li>- Never leave the machine running unattended.</li> </ul>	2M

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7. Cutting	Flying Debris, Dust Inhalation	4A		2M
8. Clearing Waste	Lifting Injuries, Contact with Blade	3H		1L
9. Turning Off	Delayed Response, Unexpected Restarts	2M		1L

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			<div></div> <div></div> <div></div> <div></div>	
10. Maintenance	Mechanical Failure, Incorrect Repairs	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
11. Training	Insufficient Skills, Improper Technique	4A	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	2M
12. Emergency Procedures	Delayed Response, Miscommunication	4A	<div></div> <div></div> <div></div> <div></div> <div></div>	2M

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13. Inspection and Monitoring	Overlooked Hazards, Late Risk Identification	3H		2M
14. Adherence to SOPs	Procedural Deviations, Complacency	3H		1L
15. Communication	Poor Coordination, Information Loss	3H		1L

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16. Post-Operation Check	Unaddressed Damage, Overlooked Defects	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
17. Safe Storage	Equipment Damage, Unauthorised Access	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
18. Handling Complaints	Unresolved Issues, Escalation	3H	<div></div> <div></div> <div></div>	1L



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19. Decommissioning	Residual Hazardous Material, Tool Misuse	3H		1L
20. Continuous Improvement	Missed Opportunities, Reactive Culture	2M		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>

### 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>

### 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>

### 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.

### 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>

### 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>

### 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