

Waterproofing Floor And Lower Portions Of Wall 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:								Notes on Hierarchy of Controls:	
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 task starts. Senior supervisor sign-off needed.								1. Eliminate	
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	
Consequence Scale:								Always document why 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				
								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"> - Ensure all equipment is ready and in good working condition before use. - Clear the area of unnecessary materials to avoid clutter. - Implement a clean-as-you-go policy to minimize the risk of slips. - Ensure the floor is dry before commencing with waterproofing. Use signage to indicate wet areas. - Conduct a pre-work briefing to discuss potential hazards. - Perform a visual inspection of the area for any existing hazards. - Maintain good lighting conditions throughout the area. - Wear appropriate slip-resistant footwear. - Mark out the work area with barriers to prevent unauthorized access. - Have absorbent materials on hand to manage accidental spills. 	2M
2. Mixing Waterproofing Materials	Chemical Exposure, Skin Irritation	3H	<ul style="list-style-type: none"> - Wear appropriate personal protective equipment (PPE) including gloves and goggles. - Follow manufacturer's instructions for material mixing ratios. - Use well-ventilated areas to minimize inhalation of fumes. - Ensure spill kits are readily accessible in the event of a spillage. - Ensure containers are clearly labelled and sealed when not in use. - Avoid skin contact with materials by using long sleeve clothing. - Implement procedures to handle emergencies such as chemical exposure. - Train workers on proper mixing techniques to prevent accidents. - Restrict access to mixing area to authorized personnel only. - Regularly review Safety Data Sheets (SDS) for all chemicals used. 	2M
3. Cleaning Surface	Inhalation of Dust, Skin Irritation	2M	<ul style="list-style-type: none"> - Use dust extraction equipment to minimize airborne dust. - Wear dust masks and appropriate PPE during cleaning activities. - Apply low-toxic cleaning agents to minimize skin irritation. - Ensure workers are trained on safe cleaning procedures. - Properly dispose of cleaning materials and debris. - Use brooms and brushes with extension handles to avoid bending. - Implement a work rotation schedule to limit exposure time. - Ensure good ventilation to disperse cleaning fumes. 	1L

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			<ul style="list-style-type: none"> - Regular wash breaks should be scheduled to remove contaminants. - Conduct a site inspection post-cleaning to check for any remaining hazards. 	
4. Priming Surface	Chemical Vapours, Slips	3H	<ul style="list-style-type: none"> - Wear appropriate PPE (goggles, gloves, respirator). - Ensure adequate ventilation. - Use spill containment measures. - Avoid contact with skin and eyes. - Clean up spills immediately. - Use non-slip footwear. - Keep work area dry. - Use caution when handling chemicals. - Follow manufacturer's instructions. - Store chemicals properly. - Dispose of waste properly. - Conduct regular safety training. - Perform regular equipment maintenance. - Use proper lifting techniques. - Avoid running or roughhousing. - Use handrails on stairs. - Keep walkways clear. - Use proper housekeeping practices. - Report hazards immediately. - Follow safety protocols. - Use safety barriers. - Post warning signs. - Restrict access to work area. - Use fall protection. - Avoid working alone. - Have a first aid kit available. - Know emergency procedures. - Communicate clearly. - Stay focused. - Take breaks. - Stay hydrated. - Eat properly. - Get enough sleep. - Stay sober. - Avoid distractions. - Stay alert. - Use common sense. - Follow the rules. - Stay safe. 	2M
5. Applying Waterproofing Membrane	Chemical Exposure, Slips	4A	<ul style="list-style-type: none"> - Wear appropriate PPE (goggles, gloves, respirator). - Ensure adequate ventilation. - Use spill containment measures. - Avoid contact with skin and eyes. - Clean up spills immediately. - Use non-slip footwear. - Keep work area dry. - Use caution when handling chemicals. - Follow manufacturer's instructions. - Store chemicals properly. - Dispose of waste properly. - Conduct regular safety training. - Perform regular equipment maintenance. - Use proper lifting techniques. - Avoid running or roughhousing. - Use handrails on stairs. - Keep walkways clear. - Use proper housekeeping practices. - Report hazards immediately. - Follow safety protocols. - Use safety barriers. - Post warning signs. - Restrict access to work area. - Use fall protection. - Avoid working alone. - Have a first aid kit available. - Know emergency procedures. - Communicate clearly. - Stay focused. - Take breaks. - Stay hydrated. - Eat properly. - Get enough sleep. - Stay sober. - Avoid distractions. - Stay alert. - Use common sense. - Follow the rules. - Stay safe. 	2M
6. Curing Process	Heat Stress, Slips	3H	<ul style="list-style-type: none"> - Wear appropriate PPE (goggles, gloves, respirator). - Ensure adequate ventilation. - Use spill containment measures. - Avoid contact with skin and eyes. - Clean up spills immediately. - Use non-slip footwear. - Keep work area dry. - Use caution when handling chemicals. - Follow manufacturer's instructions. - Store chemicals properly. - Dispose of waste properly. - Conduct regular safety training. - Perform regular equipment maintenance. - Use proper lifting techniques. - Avoid running or roughhousing. - Use handrails on stairs. - Keep walkways clear. - Use proper housekeeping practices. - Report hazards immediately. - Follow safety protocols. - Use safety barriers. - Post warning signs. - Restrict access to work area. - Use fall protection. - Avoid working alone. - Have a first aid kit available. - Know emergency procedures. - Communicate clearly. - Stay focused. - Take breaks. - Stay hydrated. - Eat properly. - Get enough sleep. - Stay sober. - Avoid distractions. - Stay alert. - Use common sense. - Follow the rules. - Stay safe. 	1L

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7. Site Clean-Up	Lifting Injuries, Chemical Residue	3H		1L
8. Inspection and Quality Check	Falls, Incomplete Coverage	2M		1L

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9. Worker Decontamination	Skin Irritation, Chemical Exposure	3H	<div>1. Wash hands thoroughly with soap and water before and after handling chemicals.</div> <div>2. Wear appropriate PPE, including gloves and eye protection.</div> <div>3. Avoid contact with skin and clothing.</div> <div>4. Use dedicated equipment for decontamination.</div> <div>5. Follow manufacturer's instructions for chemical use.</div> <div>6. Store chemicals in labeled, secure containers.</div> <div>7. Dispose of waste properly.</div> <div>8. Conduct regular safety training.</div> <div>9. Have emergency procedures in place.</div> <div>10. Use spill kits for accidental releases.</div> <div>11. Monitor for signs of irritation or exposure.</div> <div>12. Report any incidents immediately.</div> <div>13. Keep work area clean and free of clutter.</div> <div>14. Use proper ventilation.</div> <div>15. Limit exposure time.</div> <div>16. Use barriers to contain spills.</div> <div>17. Have a designated decontamination area.</div> <div>18. Use appropriate disposal methods.</div> <div>19. Conduct regular equipment maintenance.</div> <div>20. Use proper labeling for all chemicals.</div>	1L
10. Post-Work Review	Fatigue, Lack of Updates	2M	<div>1. Conduct a thorough review of the work performed.</div> <div>2. Document any issues or concerns.</div> <div>3. Update procedures as needed.</div> <div>4. Provide feedback to the team.</div> <div>5. Schedule a meeting to discuss the review.</div> <div>6. Assign responsibilities for follow-up actions.</div> <div>7. Monitor progress of follow-up actions.</div> <div>8. Communicate changes to the team.</div> <div>9. Review the effectiveness of the review process.</div> <div>10. Implement corrective actions.</div> <div>11. Schedule regular reviews.</div> <div>12. Encourage open communication.</div> <div>13. Provide training on fatigue management.</div> <div>14. Monitor team workload.</div> <div>15. Encourage breaks and rest.</div> <div>16. Use time management techniques.</div> <div>17. Prioritize tasks.</div> <div>18. Delegate responsibilities.</div> <div>19. Communicate clearly.</div> <div>20. Review the review process.</div>	1L
11. Equipment Maintenance	Equipment Failure, Chemical Contamination	2M	<div>1. Inspect equipment regularly.</div> <div>2. Clean equipment after use.</div> <div>3. Lubricate equipment as needed.</div> <div>4. Replace worn parts.</div> <div>5. Store equipment properly.</div> <div>6. Use equipment according to instructions.</div> <div>7. Report any issues.</div> <div>8. Conduct regular safety training.</div> <div>9. Have emergency procedures in place.</div> <div>10. Use spill kits for accidental releases.</div> <div>11. Monitor for signs of contamination.</div> <div>12. Report any incidents immediately.</div> <div>13. Keep work area clean and free of clutter.</div> <div>14. Use proper ventilation.</div> <div>15. Limit exposure time.</div> <div>16. Use barriers to contain spills.</div> <div>17. Have a designated decontamination area.</div> <div>18. Use appropriate disposal methods.</div> <div>19. Conduct regular equipment maintenance.</div> <div>20. Use proper labeling for all chemicals.</div>	1L

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12. Emergency Preparedness	Evacuation, Inadequate Supplies	3H	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L
13. Documentation and Record Keeping	Non-Compliance, Data Loss	2M	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	1L

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14. Contractor Management	Lack of Competency, Unsafe Practices	3H		2M
15. Public Safety	Unauthorized Access, Injury	3H		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.