

## Wearing High Visibility Clothing For Safety 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.	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>	
<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.								Remember to apply controls in the preferred order shown by the coloured pyramid:	
<b>3H</b> Review and approve additional controls before task starts. Senior supervisor sign-off needed.								1. <b>Eliminate</b>	
<b>2M</b> Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.								2. Substitute	
<b>1L</b> 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	Inadequate training, Lack of awareness of importance	3H	<ul style="list-style-type: none"> <li>Provide comprehensive training sessions</li> <li>Use multimedia presentations to highlight risks</li> <li>Distribute informational pamphlets</li> <li>Create awareness through toolbox talks</li> <li>Engage workers in discussion groups about safe clothing</li> <li>Regular feedback sessions on clothing usage</li> <li>Enforce mandatory induction training</li> <li>Conduct regular refresher courses</li> <li>Create visual reminders in the workplace</li> <li>Assign mentors for new employees</li> </ul>	2M
2. Selection of Clothing	Improper clothing size, Incorrect type of high visibility clothing	3H	<ul style="list-style-type: none"> <li>Ensure correct sizing through fitting sessions</li> <li>Use a standardised size chart for consistency</li> <li>Educate workers on different types of high visibility clothing</li> <li>Consult with suppliers on the best options for specific jobs</li> <li>Provide samples for trial before bulk purchase</li> <li>Consider climate and working conditions when selecting clothing</li> <li>Check compatibility with other safety gear</li> <li>Involve employees in the selection process</li> <li>Review supplier credentials and compliance</li> <li>Log all clothing issues and resolutions for continuous improvement</li> </ul>	1L
3. Donning High Visibility Clothing	Incorrect wearing technique, Personal preferences diminishing effectiveness	3H	<ul style="list-style-type: none"> <li>Offer step-by-step dressing guides</li> <li>Use demonstration videos for proper techniques</li> <li>Supervise initial donning in high-risk areas</li> <li>Provide checklists for employees before starting work</li> <li>Emphasise the importance of correct fitting</li> <li>Develop a peer-review system where workers check each other</li> <li>Regularly update instructional materials</li> <li>Reward correct and consistent use via recognition programs</li> </ul>	2M

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			Create an anonymous reporting system for compliance issues Collaborate with manufacturers for on-site assistance	
4. Inspection Before Use	Defective clothing, Worn out materials	3H	[REDACTED]	1L
5. Working in High Traffic Areas	Reduced visibility to surroundings, Machinery interference	4A	[REDACTED]	2M
6. Maintenance of Clothing	Improper washing techniques, Chemical damage	2M	[REDACTED]	1L

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7. Storage of High Visibility Clothing	Inadequate storage facilities, Potential for contamination	2M		1L
8. Monitoring Compliance	Resistance to police adherence, Complacency among workers	3H		2M
9. Dealing with Discomfort	Improper fit causing discomfort, Fabric causing irritation	3H		1L

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10. Review and Update Policies	Outdated policies, Unaddressed new risks	3H		1L
11. Crisis Management	Workers unprepared for emergencies Insufficient communication during incidents	4A		2M
12. Managing Clothing for New Hires	Delay in clothing provision, Unfamiliarity with procedures	3H		1L

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13. Seasonal Adaptations	Inappropriate clothing for weather conditions, Increased risk from temperature extremes	3H		1L
14. Managing Supply Chain	Supply interruptions, Substandard product delivery	3H		2M
15. Feedback and Continuous Improvement	Failure to act on feedback, Lack of participation from workers	3H		1L

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16. Integrating Safety Technology	Over-reliance on technology, Technology malfunction	3H		2M
17. Managing Budget Constraints	Insufficient budget allocations, inefficient budget utilisation	3H		2M
18. Reporting and Documentation	Incomplete records, Miscommunication due to lack of documentation	2M		1L



ation between  
consistent practices

3H

**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.