

## Wet Area Works 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<br>HIGH     | 3<br>HIGH     | 4<br>ACUTE    | 4<br>ACUTE | 4<br>ACUTE   |                |                                   | <b>Elimination</b><br>Remove the hazard.    |  |
| LIKELY         | 2<br>MODERATE | 3<br>HIGH     | 3<br>HIGH     | 4<br>ACUTE | 4<br>ACUTE   | 4A<br>ACUTE    | DO NOT PROCEED                    | <b>Substitution</b><br>Replace the hazard.  |  |
| POSSIBLE       | 1<br>LOW      | 2<br>MODERATE | 3<br>HIGH     | 4<br>ACUTE | 4<br>ACUTE   | 3H<br>HIGH     | Review before work starts.        | Isolation<br>Isolate People from the hazard |  |
| UNLIKELY       | 1<br>LOW      | 1<br>LOW      | 2<br>MODERATE | 3<br>HIGH  | 4<br>ACUTE   | 2M<br>MODERATE | Ensure control measures in place. | <b>Engineering</b><br>Isolate the hazard    |  |
| RARE           | 1<br>LOW      | 1<br>LOW      | 2<br>MODERATE | 3<br>HIGH  | 3<br>HIGH    | 1L<br>LOW      | Monitor and keep records.         | <b>Administrative</b><br>Change             |  |
|                |               |               |               |            |              |                |                                   | <b>PPE</b>                                  |  |

### 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      | slippery surfaces, unexpected water release     | 3H           | <ul style="list-style-type: none"> <li>- Conduct a site induction</li> <li>- Ensure correct footwear with slip-resistant soles is worn</li> <li>- Identify and clearly mark areas prone to becoming wet</li> <li>- Install barriers around high-risk zones</li> <li>- Train workers on emergency shutdown procedures</li> <li>- Ensure communication systems are in place for emergency situations</li> <li>- Inspect area for existing hazards before commencing work</li> <li>- Use spill-containment kits ready for use</li> <li>- Liaise with team about potential water sources</li> <li>- Keep work area clear of unnecessary materials</li> </ul> | 2M            |
| 2. Tool Inspection  | electrical malfunction, tool damage             | 3H           | <ul style="list-style-type: none"> <li>- Perform pre-use inspection of all tools</li> <li>- Ensure all electrical tools are tagged and tested by a qualified electrician</li> <li>- Use tools equipped with non-slip grips</li> <li>- Verify the functionality of safety cut-off mechanisms</li> <li>- Train workers in the correct maintenance of tools</li> <li>- Update tool inspection logs regularly</li> <li>- Replace faulty equipment promptly</li> <li>- Provide PPE for hand safety</li> <li>- Store tools correctly when not in use</li> <li>- Ensure adequate lighting for inspection</li> </ul>   | 1L            |
| 3. Securing Area    | falling hazards, uncontrolled pedestrian access | 3H           | <ul style="list-style-type: none"> <li>- Use ropes and barriers to delineate the work area</li> <li>- Post clear signage indicating restricted access</li> <li>- Conduct risk assessments for objects that could fall</li> <li>- Secure tools and materials at height</li> <li>- Set up exclusion zones around potential risk areas</li> <li>- Assign a spotter to monitor pedestrians</li> <li>- Provide high-visibility clothing for easy identification</li> <li>- Ensure secure storage of materials when not in use</li> </ul>  | 1L            |

| 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"> <li>- Check for overhead power lines before commencing work</li> <li>- Develop a site-specific safety plan</li> </ul>   |               |
| 4. Use of Ladders    | falls from height, ladder instability      | 3H           | <ul style="list-style-type: none"> <li>- Use ladders that are in good condition and have the correct safety features</li> <li>- Ensure ladders are opened and locked correctly</li> <li>- Check the ground is firm and level before climbing</li> <li>- Maintain three points of contact (two feet and one hand, or two hands and one foot)</li> <li>- Do not overreach or carry heavy loads while on the ladder</li> <li>- Use a spotter or have someone hold the ladder if possible</li> <li>- Follow the manufacturer's instructions for use</li> <li>- Avoid using ladders on uneven or slippery surfaces</li> <li>- Do not use ladders as a scaffold or extension</li> <li>- Close ladders when not in use</li> <li>- Store ladders properly</li> </ul> | 2M            |
| 5. Water Drainage    | water logging, environmental contamination | 4A           | <ul style="list-style-type: none"> <li>- Assess the site for waterlogging potential</li> <li>- Install drainage systems that meet local regulations</li> <li>- Use erosion control measures to prevent soil erosion</li> <li>- Avoid disturbing sensitive areas</li> <li>- Monitor water levels and flow rates</li> <li>- Implement measures to prevent spills and leaks</li> <li>- Clean up any spills immediately</li> <li>- Use appropriate disposal methods for any waste</li> <li>- Maintain drainage systems regularly</li> <li>- Educate workers on proper drainage practices</li> </ul>  | 2M            |
| 6. Chemical Handling | chemical spills, skin burns                | 4A           | <ul style="list-style-type: none"> <li>- Wear appropriate PPE (gloves, goggles, apron)</li> <li>- Read and understand the Safety Data Sheet (SDS) for all chemicals</li> <li>- Use proper labeling and storage for chemicals</li> <li>- Avoid mixing incompatible chemicals</li> <li>- Use spill kits to contain and clean up spills</li> <li>- Report any spills or leaks immediately</li> <li>- Follow proper disposal procedures for chemicals</li> <li>- Provide training for workers on chemical handling</li> <li>- Keep work areas clean and free of clutter</li> <li>- Use secondary containment for large quantities of chemicals</li> <li>- Avoid contact with skin and eyes</li> <li>- Wash hands thoroughly after handling chemicals</li> </ul>  | 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 |
|                                  |                               |              |  |               |
| 7. Electrical Safety             | electric shock, fires         | 4A           |  | 2M            |
| 8. Personal Protective Equipment | inadequate PPE use, exposure  | 3H           |  | 1L            |
| 9. Manual Handling               | muscle strains, back injuries | 3H           |  | 1L            |

| 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 |
|                                |                                    |              |  |               |
| 10. Working in Confined Spaces | restricted airflow, entrapment     | 4A           |  | 2M            |
| 11. Equipment Operation        | mechanical failure, operator error | 4A           |  | 2M            |
| 12. Surface Finish Application | toxic fumes, skin irritation       | 4A           |  | 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 |
|                        |  |              |  |               |
| 13. Waste Management   | improper disposal, contaminated debris   | 3H           |  | 1L            |
| 14. Weather Monitoring | sudden weather changes reduce visibility | 4A           |  | 2M            |
| 15. Emergency Response | delayed egress, panic                    | 4A           |  | 1L            |

| 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 |
|                                 |  |              |  |               |
| 16. Signage and Communication   | miscommunication, unclear instructions         | 3H           |  | 1L            |
| 17. Site Hazards Identification | overlooked hazards, inaccurate risk assessment | 4A           |  | 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>

### 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.