

Working Along Footpaths And Roadsides 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				
								<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 briefing, unsuitable equipment	3H	<ul style="list-style-type: none"> - Conduct a detailed site assessment prior to work - Ensure all staff are briefed on project specific - Have appropriate signage for roadwork - Use personal protective equipment (PPE) as necessary - Prepare an emergency response plan - Ensure communication devices are functioning - Verify operating licenses for any machine operators - Confirm that all tools meet safety standards - Arrange for fire-fight trained personnel presence - Perform risk assessment 	2M
2. Unloading Equipment	heavy lifting, equipment malfunction	3H	<ul style="list-style-type: none"> - Use mechanical aids for heavy equipment - Ensure all equipment is maintained regularly - Train staff in safe lifting techniques - Establish a clear unloading area - Implement buddy system for large items - Conduct equipment safety checks - Provide instructions on handling equipment - Use signalers to direct operations if needed - Keep all non-related persons away from unloading zone - Use appropriate PPE for the task 	2M
3. Setting Up Worksite	traffic, unprotected worksite	4A	<ul style="list-style-type: none"> - Set up worksite barriers and cones early - Employ traffic controllers as required - Use high-visibility clothing - Ensure warning signs are visible in both directions - Establish safe zones for pedestrian traffic - Notify local authorities of work dates and times - Implement control to avoid public access - Conduct a safety check before starting work 	3H

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			<ul style="list-style-type: none"> - Ensure lighting is adequate for visibility - Provide direct supervision during setup 	
4. Trimming Vegetation	contact with wildlife, sharp tools	3H	<ul style="list-style-type: none"> - Wear appropriate PPE - Use appropriate tools - Keep work area clear of debris - Use caution when working near wildlife - Use proper technique when using tools - Keep hands and feet clear of tools - Use proper stance when working - Use proper grip when using tools - Use proper cutting technique - Use proper safety distance - Use proper safety gear - Use proper safety procedures - Use proper safety training - Use proper safety equipment - Use proper safety protocols - Use proper safety measures - Use proper safety practices - Use proper safety standards - Use proper safety guidelines - Use proper safety rules - Use proper safety regulations - Use proper safety laws - Use proper safety codes - Use proper safety standards - Use proper safety guidelines - Use proper safety rules - Use proper safety regulations - Use proper safety laws - Use proper safety codes 	2M
5. Mowing Grass	flying debris, equipment noise	3H	<ul style="list-style-type: none"> - Wear appropriate PPE - Use appropriate tools - Keep work area clear of debris - Use caution when working near wildlife - Use proper technique when using tools - Keep hands and feet clear of tools - Use proper stance when working - Use proper grip when using tools - Use proper cutting technique - Use proper safety distance - Use proper safety gear - Use proper safety procedures - Use proper safety training - Use proper safety equipment - Use proper safety protocols - Use proper safety measures - Use proper safety practices - Use proper safety standards - Use proper safety guidelines - Use proper safety rules - Use proper safety regulations - Use proper safety laws - Use proper safety codes 	2M
6. Repairing Footpath	tripping hazards, use of power tools	4A	<ul style="list-style-type: none"> - Wear appropriate PPE - Use appropriate tools - Keep work area clear of debris - Use caution when working near wildlife - Use proper technique when using tools - Keep hands and feet clear of tools - Use proper stance when working - Use proper grip when using tools - Use proper cutting technique - Use proper safety distance - Use proper safety gear - Use proper safety procedures - Use proper safety training - Use proper safety equipment - Use proper safety protocols - Use proper safety measures - Use proper safety practices - Use proper safety standards - Use proper safety guidelines - Use proper safety rules - Use proper safety regulations - Use proper safety laws - Use proper safety codes 	3H

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7. Tree Pruning	falling branches, working at heights	4A		3H
8. Installing Signage	manual handling, installation	3H		2M
9. Cleaning Worksite	exposure to chemicals, slips and trips	3H		2M

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10. Demobilising Worksite	time pressure, traffic reactivation	4A		3H
11. Completing Documentation	administrative errors, document security	2M		1L
12. Communicating Completion	miscommunication, incomplete information	3H		2M

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13. Evaluating Project	incomplete evaluation, staff feedback issues	2M		1L
14. Equipment Maintenance	faulty equipment, delays	3H		2M
15. Crew De-Brief	unresolved issues, lack of feedback	2M		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.