

Working On Steep Slopes 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:

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:

1. **Eliminate**
2. Substitute
3. Isolate
4. Engineering
5. Administrative
6. 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	Unstable ground, Weather conditions	3H	<ul style="list-style-type: none"> - Assess ground stability prior to starting work - Check weather forecast and postpone work if adverse conditions are expected - Brief all team members on the risks and safety protocol - Prepare emergency response plan - Ensure all equipment is checked and in good condition - Conduct site-specific risk assessment - Establish communication protocols - Ensure all workers have appropriate training - Set up warning signs and equipment - Use PPE including helmets and high-visibility clothing 	2M
2. Equipment Inspection	Equipment failure, Incorrect usage	3H	<ul style="list-style-type: none"> - Conduct pre-start checks of all machinery - Ensure equipment maintenance records are up to date - Train operators on safe equipment operation - Use only equipment suitable for steep slopes - Implement a fault reporting system - Regularly test emergency stop functions - Have a qualified mechanic available for repairs - Only allow licensed operators to use machinery - Establish a lockout/tagout system - Regularly calibrate safety devices and equipment 	1L
3. Establish Work Area	Slips, trips, and falls, Falling tools and materials	3H	<ul style="list-style-type: none"> - Set up perimeter using barricades or warning tape - Clear loose debris and stabilise surfaces - Use non-slip mats or surfaces if possible - Secure all tools and materials when not in use - Regularly inspect the work area for changes in conditions - Ensure adequate lighting if working in low-light areas - Develop housekeeping guidelines to maintain the area - Restrict access to authorised personnel only 	2M

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			<ul style="list-style-type: none"> - Introduce weight restrictions for carrying materials - Place signage to warn of overhead risks 	
4. Commence Work	Hazardous manual tasks, Poor posture	3H	<ul style="list-style-type: none"> - Establish safe work practices for carrying materials - Use mechanical aids (e.g., trolleys, hoists) to reduce manual handling - Implement job rotation to minimize prolonged static postures - Provide training on safe lifting and carrying techniques - Ensure adequate rest breaks to prevent fatigue - Conduct regular ergonomic assessments of work tasks - Use anti-fatigue mats for workers standing for long periods - Adjust work surfaces and equipment to suit the worker - Encourage the use of proper body mechanics - Provide access to first aid and medical assistance - Monitor workers for signs of stress or injury - Review and update control measures as needed 	2M
5. Use of Machinery	Operator error, Mechanical malfunctions	3H	<ul style="list-style-type: none"> - Implement strict safety protocols for machinery operation - Provide comprehensive training for all operators - Conduct regular maintenance and safety checks on all equipment - Install safety features (e.g., emergency stop buttons, interlocks) - Restrict access to machinery to authorized personnel only - Use clear signage and warnings to indicate hazards - Implement a permit-to-work system for high-risk tasks - Ensure operators are familiar with the specific machinery they are using - Conduct safety drills and emergency response exercises - Monitor machinery performance and operator behavior - Investigate and report any incidents or near-misses - Review and improve safety procedures based on feedback 	2M
6. Handling Materials	Overloading, Unsecured loads	3H	<ul style="list-style-type: none"> - Establish maximum load limits for all lifting and carrying activities - Use appropriate equipment (e.g., forklifts, cranes) for heavy lifting - Ensure loads are properly secured and balanced - Implement a system for labeling and identifying load weights - Provide training on safe material handling techniques - Conduct regular inspections of load securing methods - Use proper stacking and storage practices - Ensure clear pathways for material movement - Monitor load handling activities for compliance - Investigate and report any incidents or near-misses - Review and improve load handling procedures 	2M

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7. Monitoring Environment	Sudden weather changes, Ground shifts	3H		2M
8. End-of-Day Protocols	Inadequate shutdown process of equipment	3H		1L
9. Incident Response	Delayed response, Inadequate reporting	3H		2M

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10. Continuous Improvement	Complacency, Overlooked risks	2M		1L
11. Site Closure	Unauthorized access, Residual hazards	2M		1L
12. Emergency Management	Inadequate emergency access, Confusion during emergencies	3H		2M

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13. Worker Welfare	Heat stress, Dehydration	3H		2M
14. Waste Management	Environmental contamination, Improper disposal	3H		1L
15. Security Measures	Theft, Vandalism	3H		2M

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16. Personal Protective Equipment	Inadequate protection, Incorrect PPE use	3H		2M
17. Communication and Coordination	Miscommunication, Lack of coordination	3H		2M
18. Training and Competency	Lack of skill, Outdated knowledge	3H		1L

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19. Public Safety	Public exposure to worksite, Accidental entry into site	3H		1L
20. Post-Worksite Review	Incomplete debrief, Missed lessons learned	3H		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.