

Biohazard Safety

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.	Administrative Change	
								PPE	

  

Risk Rating & Required Action:	
<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.
<b>3H</b>	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
<b>2M</b>	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
<b>1L</b>	Proceed, following standard operating procedures. Monitor and keep records.

  

Consequence Scale:			
Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
<b>Catastrophic</b>	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
<b>Major</b>	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
<b>Moderate</b>	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
<b>Minor</b>	First-aid only, no lost time	negligible delay	Isolated non-conformance
<b>Insignificant</b>	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. WHS Governance, Roles and Legal Compliance	<ul style="list-style-type: none"> <li>Lack of clear organisational accountability for biohazard risk management</li> <li>Biohazard work conducted without reference to WHS Act 2011, WHS Regulations and relevant Codes of Practice</li> <li>Inadequate consultation with workers and Health and Safety Representatives on biohazard risks</li> <li>Failure to integrate biohazard controls into the overall WHS management system</li> <li>No formal review of biohazard risk controls following incidents or legislative change</li> <li>Inadequate allocation of resources for biological safety (equipment, training, supervision)</li> </ul>	4A	<ul style="list-style-type: none"> <li>Establish and document a Biological Safety Management Plan aligned with WHS Act 2011, WHS Regulations and relevant Australian Standards (e.g. AS/NZS 2243.3 for microbiological safety)</li> <li>Define and document roles, responsibilities and authorities for Officers, PCBUs, managers, supervisors and workers in relation to biohazard safety</li> <li>Integrate biohazard risk management into the organisation's overarching WHS management system, including planning, identification, risk assessment, control, monitoring and review</li> <li>Implement formal consultation processes with workers and Health and Safety Representatives on biohazard-related procedures, changes and incident learnings</li> <li>Schedule periodic management reviews of the Biological Safety Management Plan, ensuring continuous improvement and legal compliance</li> <li>Ensure senior management provides adequate budget for engineering controls, PPE, training, vaccination programs and competent supervision for biohazard work</li> </ul>	3H
2. Biohazard Risk Identification and Assessment Processes	<ul style="list-style-type: none"> <li>No systematic process to identify biological hazards across all tasks and sites</li> <li>Failure to recognise specific hazards such as bird and bat droppings, body fluids, human waste, and medical waste</li> <li>Underestimation of risks associated with microbiological agents, aerosols, contaminated water and unsanitary conditions</li> <li>Inadequate assessment of secondary and indirect exposure pathways (e.g. surface contamination, aerosolisation during cleaning)</li> <li>Inconsistent or informal assessment leading to uncontrolled high-risk activities</li> <li>Lack of documented risk assessments for new projects or changes in processes involving biohazards</li> </ul>	4A	<ul style="list-style-type: none"> <li>Implement a documented, organisation-wide biohazard risk assessment procedure that is mandatory for all work involving potential exposure to biological agents</li> <li>Use standardised risk assessment templates that specifically prompt identification of hazards such as bird and bat droppings, body fluids, human waste, wastewater, microbiological agents, bioaerosols and contaminated water</li> <li>Require formal risk assessments prior to commencing new tasks, projects or locations that may involve biohazards, and prior to changes in chemicals, cleaning methods or equipment</li> <li>Involve competent persons (e.g. infection control specialist, occupational hygienist, microbiologist) in the assessment of higher-risk biohazard activities</li> <li>Maintain a central register of biohazard risk assessments, ensuring version control and scheduled review dates</li> <li>Incorporate consideration of vulnerable worker groups (e.g. immunocompromised workers, pregnant workers, inexperienced staff) into the risk assessment process</li> </ul>	2M

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3. Infection Prevention and Control Framework	<ul style="list-style-type: none"> <li>Absence of a structured infection prevention and control (IPC) program</li> <li>Reliance on ad-hoc or informal cleaning and disinfection practices</li> <li>Inconsistent application of standard precautions when handling potentially infectious materials</li> <li>Poor separation of 'clean' and 'contaminated' workflows, equipment and storage areas</li> <li>Lack of systematic approach to minimising bioaerosol generation during cleaning tasks involving biohazards</li> <li>Inadequate controls to prevent cross-contamination between work areas and into public or administrative spaces</li> </ul>	4A	<ul style="list-style-type: none"> <li>Develop and implement an Infection Prevention and Control Policy covering all activities involving biological hazards, including cleaning tasks, body fluid spills, human waste handling and biomedical waste management</li> <li>Define and enforce standard precautions (hand hygiene, use of PPE, safe handling of sharps and contaminated materials) and, where relevant, transmission-based precautions (contact, droplet, airborne)</li> <li>Design workflow and procedures to maintain separation between clean and contaminated zones, including dedicated storage for clean equipment and clear signage for contaminated areas</li> <li>Specify approved disinfection methods and products (e.g. TGA-listed disinfectants with appropriate virucidal and bactericidal claims) and ensure they are matched to the biological agents of concern</li> <li>Implement procedures for minimising bioaerosol generation (e.g. using wet methods instead of dry sweeping, controlled application of disinfectants, use of local exhaust ventilation where practicable)</li> <li>Regular audit compliance with IPC procedures and act on non-conformances through corrective action and retraining</li> </ul>	2M
4. Engineering Controls and Facility Design for Biohazard Work	<ul style="list-style-type: none"> <li>Biohazard work occurring in areas not designed for containment or safe handling of infectious materials</li> <li>Inadequate ventilation or airflows leading to spread of bioaerosols and pathogens</li> <li>Insufficient or poorly maintained biological safety cabinets, fume hoods or local exhaust ventilation</li> <li>Lack of dedicated areas for decontamination, waste segregation and storage of biohazard materials</li> <li>Inadequate drainage and containment for contaminated water and wastewater from cleaning and sanitation tasks</li> <li>Use of equipment that is difficult to clean and disinfect (porous surfaces, complex crevices)</li> </ul>	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
5. Policies for Handling Biological Materials, Waste and Wastewater	<ul style="list-style-type: none"> <li>No formal procedures for handling body fluids, human waste, medical waste and bio-waste</li> <li>Inconsistent or unsafe handling of bird droppings, bat droppings and animal waste on site</li> </ul>	4A	<p>[REDACTED]</p> <p>[REDACTED]</p>	2M

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	<ul style="list-style-type: none"> <li>Improper management of contaminated water and wastewater leading to environmental and health contamination</li> <li>Uncontrolled storage and collection of biomedical waste leading to exposure to workers or the public</li> <li>Lack of clear criteria for when waste is considered biohazardous and how it should be segregated and labelled</li> </ul>		[REDACTED]	
6. Safe Systems for Cleaning and Disinfection Activities	<ul style="list-style-type: none"> <li>Cleaning tasks involving biohazards conducted without documented procedures or task-specific controls</li> <li>Use of ineffective or incompatible disinfectants for the biological agents present</li> <li>Excessive generation of aerosols during cleaning of body fluids, droppings and contaminated surfaces</li> <li>Inadequate control of worker exposure during deep cleaning, decontamination or sanitation work in uncontrolled conditions</li> <li>Lack of verification that cleaning and disinfection has achieved the required level of decontamination</li> </ul>	4A	[REDACTED]	2M
7. Worker Competency, Training and Supervision for Biohazard Tasks	<ul style="list-style-type: none"> <li>Workers undertaking biohazard-related duties without adequate training or competency assessment</li> <li>Lack of understanding of infection pathways, routes of exposure and control hierarchies</li> <li>Improper donning and doffing of PPE leading to self-contamination</li> <li>Inadequate supervision of new or inexperienced staff working in</li> </ul>	4A	[REDACTED]	2M

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	<ul style="list-style-type: none"> <li>contaminated or unsanitary environments</li> <li>No refresher training leading to skill decay and non-compliance with procedures</li> </ul>		[REDACTED]	
8. Personal Protective Equipment (PPE) Management System	<ul style="list-style-type: none"> <li>Inadequate specification of PPE for exposure to biohazards, bioaerosols and contaminated water</li> <li>Non-availability or stock-outs of critical PPE items such as gloves, eye protection, respiratory protection and protective clothing</li> <li>Use of incorrect or poor-quality PPE that does not comply with relevant standards</li> <li>Lack of fit testing and fit checking for respiratory protection where indicated</li> <li>Poor systems for cleaning, decontaminating, storing and replacing reusable PPE</li> </ul>	3H	[REDACTED]	2M
9. Health Monitoring, Vaccination and Worker Health Management	<ul style="list-style-type: none"> <li>Workers with high exposure to biohazards not enrolled in appropriate health monitoring or vaccination programs</li> <li>Unrecognised occupational illnesses or infections linked to exposure to microbiological agents, wastewater or bioaerosols</li> <li>No procedures for managing workers who are immunocompromised, pregnant or otherwise vulnerable to infection</li> <li>Lack of reporting and analysis of work-related infections or suspected exposures</li> <li>Poor linkage between incident data and health surveillance outcomes</li> </ul>	3H	[REDACTED]	2M

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			[REDACTED]	
10. Incident, Exposure and Near Miss Management for Biohazards	<ul style="list-style-type: none"> <li>• Unreported or under-reported exposure incidents involving body fluids, bioaerosols, sharps or contaminated water</li> <li>• Lack of structured response procedures following suspected or confirmed biohazard exposure</li> <li>• Inadequate post-incident decontamination leading to ongoing contamination or secondary exposures</li> <li>• Failure to investigate root causes of biohazard incidents and near misses</li> <li>• Poor communication of incident learnings back into procedures, training and engineering controls</li> </ul>	3H	[REDACTED]	2M
11. Contractor, Visitor and Public Interface Management	<ul style="list-style-type: none"> <li>• Contract cleaners, maintenance personnel or waste contractors working around biohazardous areas without adequate system controls or barriers</li> <li>• Visitors and members of the public inadvertently entering contaminated or unsanitary areas</li> <li>• Inconsistent biohazard controls across multiple contractors and service providers on the same site</li> <li>• Biohazard contamination extending beyond controlled areas into publicly accessible environments (e.g. shared amenities, corridors, external grounds)</li> </ul>	3H	[REDACTED]	2M
12. Information, Labelling, Signage and Documentation	<ul style="list-style-type: none"> <li>• Inadequate labelling of biohazardous substances, waste and contaminated equipment</li> </ul>	2M	[REDACTED]	1L

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	<ul style="list-style-type: none"> <li>Lack of clear signage for areas with biological hazards, unsanitary conditions or contaminated water</li> <li>Procedures and risk assessments not readily available or understandable to workers</li> <li>Outdated or inconsistent documentation leading to confusion about correct biohazard controls</li> </ul>		[REDACTED]	
13. Decontamination, Laundry and Equipment Maintenance Systems	<ul style="list-style-type: none"> <li>Inadequate decontamination of tools, equipment and reusable items used for handling biohazards</li> <li>Cross-contamination through poorly managed laundering of reusable protective clothing or linens</li> <li>Equipment not maintained or calibrated, leading to ineffective disinfection or containment (e.g. autoclaves, washers, biosafety cabinets)</li> <li>Lack of verification that decontamination processes are effective for the biological agents present</li> </ul>	3H	[REDACTED]	2M
14. Emergency Preparedness and Response for Biological Incidents	<ul style="list-style-type: none"> <li>Lack of planning for major biohazard events such as large spills, outbreaks, sewage overflows or contamination of water systems</li> <li>Inadequate coordination with emergency services and public health authorities during significant biological incidents</li> <li>Insufficient emergency stocks of disinfectants, PPE and containment materials</li> </ul>	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> <li>Workers untrained in emergency spill response, isolation and evacuation procedures relating to biohazards</li> </ul>		[REDACTED]	
15. Environmental and Public Health Protection from Biohazards	<ul style="list-style-type: none"> <li>Release of pathogens or contaminated water into the environment through inadequate controls</li> <li>Spread of contamination from bird and bat droppings, human waste or biomedical waste to surrounding communities</li> <li>Odour, pest and vector issues arising from poorly managed unsanitary conditions and waste storage</li> <li>Non-compliance with environmental and public health regulations related to biological discharges and waste management</li> </ul>	3H	[REDACTED]	2M

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 FOR 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 2025  
 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) Regulation 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>

**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>

**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

**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.