

Car Carrier

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:	

SAMPLE

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. Governance, Legal Compliance & WHS Accountability	<ul style="list-style-type: none"> Lack of clear WHS governance structure for car carrier operations Failure to comply with WHS Act 2011, WHS Regulations and Heavy Vehicle National Law (HVNL) Inadequate due diligence by Officers leading to under-resourced WHS systems Unclear roles, responsibilities and authority for managing loading/unloading and transport risks Inadequate consultation with workers and Health and Safety Representatives (HSRs) Absence of documented WHS objectives, KPIs and review processes for transport operations Poor coordination where multiple PCBUs share duties at depots, ports and customer sites 	4A	<ul style="list-style-type: none"> Establish a documented WHS management system aligned with WHS Act 2011 and relevant Codes of Practice, including a specific section for car carrier and vehicle loading/unloading risks Define and document WHS roles, responsibilities and accountabilities for Officers, managers, schedulers, supervisors, drivers and maintenance personnel, including shared duty arrangements with other PCBUs Implement an Officer due diligence program including regular WHS performance reporting, site visits, and verification of processes and processes for loading/unloading operations Develop a WHS legal register covering WHS, HVNL, fatigue, load restraint, traffic management and plant requirements, and review it at least annually Establish formal consultation, HSR engagement and issue-resolution procedures related to car carrier operations and depot interfaces Set WHS performance indicators (e.g., near miss reporting, completion of training, audit outcomes) for loading/unloading and transport activities, and review performance quarterly Integrate contractor WHS expectations into procurement and contract management for labour hire, subcontract carriers and loading site operators 	3H
2. Fleet Design, Vehicle Specification & Engineering Controls	<ul style="list-style-type: none"> Selection of car carriers not suited to load types, route conditions or loading environments Insufficient engineering controls for falls, crush zones and fire risk Lack of physical safeguards to prevent roll-away or vehicle movement during loading/unloading Inadequate lighting on carrier decks and ramps for low-light operations Insufficient braking, stability and suspension systems for loaded configurations Absence of engineered tie-down points compatible with standard load restraint equipment 	4A	<ul style="list-style-type: none"> Specify and procure car carriers that are purpose-designed for multi-vehicle transport, compliant with Australian Design Rules and relevant load restraint and plant standards Ensure carriers incorporate engineered fall-prevention features such as compliant guardrails, handrails, non-slip surfaces, toe boards and safe access ladders or stairs to upper decks Integrate mechanical or automatic wheel chocks, park brake interlocks and deck lockout systems to prevent roll-away during loading and unloading Ensure vehicles are fitted with adequate fixed and task lighting for decks, ramps and tie-down locations to support safe operations at night or in low-light conditions Specify suspension, braking systems, stability control and GVM/GCM ratings suitable for worst-case load configurations and route profiles Ensure all decks and ramps have clearly designed and rated attachment points compatible with certified chains, straps and wheel-restraint systems Include reversing cameras, proximity sensors and audible alarms to reduce collision risks in confined yards and customer premises 	2M
3. Load Restraint Systems & Load Configuration Management	<ul style="list-style-type: none"> Inadequate system for ensuring compliance with load restraint guides and HVNL requirements 	4A	<ul style="list-style-type: none"> Develop and implement a documented load restraint standard for car carriers aligned with the Load Restraint Guide and HVNL, covering all typical vehicle categories 	2M

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	<ul style="list-style-type: none"> • Incorrect selection or rating of restraints for vehicle size, weight and position on carrier • Degraded or damaged tie-down equipment remaining in service due to poor inspection systems • Inconsistent rules for loading sequences and weight distribution across decks and axles • Insufficient controls for transporting damaged, non-running or modified vehicles 		<ul style="list-style-type: none"> • Implement a load configuration matrix and standard load diagrams specifying allowable positions, maximum counts, axle loading limits and sequencing for different vehicle types • Establish a documented inspection and tagging system for chains, straps, ratchets, wheel nets and anchor points, including pre-use and scheduled detailed inspections • Maintain a register of all load restraint equipment with purchase dates, ratings and retirement criteria, and enforce removal from service when damaged or non-compliant • Create specific procedures for loading and restraining non-running, damaged or modified vehicles, including additional chocking, winching and restraint requirements • Provide competency based training and periodic refreshers for drivers and loaders on load restraint principles, system limits and inspection criteria • Undertake periodic engineering review and verification of load restraint systems and anchor points on all carriers 	
4. Loading & Unloading System Design (Flatbed & Multi-Deck)	<ul style="list-style-type: none"> • Inadequate system for controlling risk of falls from height during deck and ramp access • Uncontrolled line-of-fire and crush zones when moving vehicles on ramps and upper decks • Unsystematic approach to managing vehicle interfaces at depots, ports and customer sites • No standardised procedures for safe use of winches, hydraulics and ramps • Uncontrolled pedestrian-vehicle interaction around loading zones 	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> <p>[REDACTED]</p>	2M
5. Driver, Loader & Supervisor Competency Management	<ul style="list-style-type: none"> • Insufficient competency requirements for drivers and loaders handling multi-deck carriers • Lack of structured induction on site-specific loading/unloading risks and controls • Informal on-the-job learning leading to inconsistent and unsafe practices 	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M

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	<ul style="list-style-type: none"> No verification of competency for use of winches, hydraulics and specialised restraints Inadequate supervisory capability to identify and correct unsafe systems of work 		[REDACTED]	
6. Fatigue Management & Working Time Systems	<ul style="list-style-type: none"> Inadequate systems to manage fatigue risks associated with long journeys and late-night loading/unloading Scheduling that does not allow sufficient rest breaks or compliant work/rest hours Lack of processes for drivers to report fatigue without adverse consequences Use of incentive schemes that encourage extended driving or rushed loading/unloading Insufficient monitoring of compliance with fatigue laws and company policies 	4A	[REDACTED]	2M
7. Journey Management, Route Planning & Remote Operations	<ul style="list-style-type: none"> Lack of structured journey planning for long-distance or remote area trips Inadequate assessment of routes, including low clearances, gradients and access constraints for loaded carriers Insufficient controls for night-time operations, poor weather or unsealed roads No systematic approach for managing breakdowns or incidents in remote locations Inadequate communication systems for lone drivers on remote or low-coverage routes 	3H	[REDACTED]	2M

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			[REDACTED]	
8. Traffic Management & Site Interface with Other PCBUs	<ul style="list-style-type: none"> • Uncontrolled interaction between car carriers, forklifts, light vehicles and pedestrians at depots and customer sites • Lack of agreed traffic management arrangements when operating on third-party premises • Confusing or inconsistent signage and line marking in loading/unloading zones • No system for verifying that customer sites are suitable for safe loading/unloading of flatbed and multi-deck carriers 	4A	[REDACTED]	2M
9. Maintenance, Inspection & Pre-Start Systems	<ul style="list-style-type: none"> • Inadequate prevention or maintenance of carriers, ramps, hydraulics and restraint hardware • Lack of reliable systems for reporting and rectifying defects before they contribute to incidents • Pre-start checks not performed or not acted on due to poor processes or time pressure • Uncontrolled modifications or repairs affecting structural integrity or load capacity 	4A	[REDACTED]	2M
10. WHS Documentation, Procedures & Change Management	<ul style="list-style-type: none"> • Outdated or incomplete procedures for car carrier loading/unloading operations • Documentation not readily accessible or understandable to drivers and loaders 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> Changes to equipment, routes or customers introduced without WHS review Over-reliance on informal work-arounds and undocumented local practices 		[REDACTED]	
11. Emergency Preparedness, Incident Response & Recovery	<ul style="list-style-type: none"> Lack of structured emergency response plans for roll-over, collision or load shift events No clear procedures for managing vehicle fires, fuel spills or battery-related incidents Inadequate training for drivers on emergency equipment and communication protocols Poor post-incident recovery planning leading to secondary risks during salvage and re-load 		[REDACTED]	2M
12. Health, Wellbeing & Fitness for Work	<ul style="list-style-type: none"> Drivers or loaders performing high-risk tasks while medically unfit or impaired Musculoskeletal strain from repetitive securing tasks, climbing decks and handling equipment Psychosocial risks from time pressure, aggressive customers or remote lone work Alcohol and other drug use not effectively managed by organisational systems 	3H	[REDACTED]	2M

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			[REDACTED]	
13. WHS Monitoring, Reporting, Auditing & Continuous Improvement	<ul style="list-style-type: none"> Under-reporting of near misses and hazards during loading/unloading and transport Failure to analyse incident trends and system weaknesses Inconsistent audit and inspection regimes across depots and regions Lack of feedback loops from frontline workers to management decision-making 	3H	[REDACTED]	2M
14. Contractor, Subcontractor & Supplier Management	<ul style="list-style-type: none"> Inconsistent WHS standards where subcontracted carriers or labour are used Poor control over third-party maintenance providers affecting vehicle safety Lack of clarity about WHS responsibilities between principal and subcontractors Variable load restraint and loading/unloading practices across different operators 	3H	[REDACTED]	2M
15. Information, Communication & Record Keeping	<ul style="list-style-type: none"> Critical safety information not reaching drivers and loaders in a timely and understandable format Inadequate records of inspections, training, incidents and maintenance for regulatory defence Breakdowns in communication between schedulers, drivers and site 	3H	[REDACTED]	2M

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	personnel about loading requirements or constraints • Language, literacy or cultural barriers affecting understanding of WHS expectations		[REDACTED] [REDACTED] [REDACTED]	

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.