# Elevating Work Platform EWP

| | | |
|---|---|---|
| Business Name: | ABN: | |
| Business Address: | | |
| Contact Person: | Phone: | Email: |

## THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE 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: |

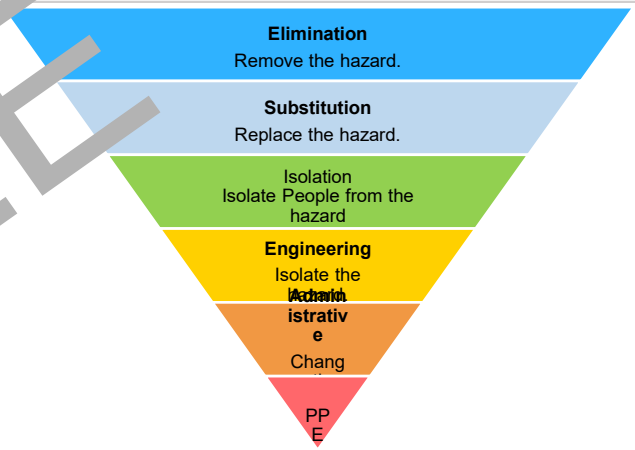
## CLIENT OR PRINCIPAL CONTRACTOR DETAILS

| | |
|---|---|
| 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 |
|---|---|---|---|---|---|---|---|
| ALMOST CERTAIN | 3 HIGH | 3 HIGH | 4 ACUTE | 4 ACUTE | 4 ACUTE | | |
| LIKELY | 2 MODERATE | 3 HIGH | 3 HIGH | 4 ACUTE | 4 ACUTE | 4A ACUTE | DO NOT PROCEED |
| POSSIBLE | 1 LOW | 2 MODERATE | 3 HIGH | 4 ACUTE | 4 ACUTE | 3H HIGH | Rev before work |
| UNLIKELY | 1 LOW | 1 LOW | 2 MODERATE | 3 HIGH | 4 ACU | 2M MO RATE | Ensure control measures in place. |
| RARE | 1 LOW | 1 LOW | 2 MODERATE | 3 HIGH | 3 H | 1L LOW | Monitor and keep records. |

HIERARCHY OF CONTROLS






### Risk Rating & Required Action:

| | |
|---|---|
| **4A** | Stop work. The risk is intolerable. E inate the hazar redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or hi er-level authorisati is required. |
| **3H** | Review and approve additional c rols b ask arts. Senior supervisor sign-off needed. |
| **2M** | Ensure all nominated controls are in ace and effe ive. 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, WHS Duties and Consultation | • Lack of clear assignment of PCBU, officer and worker WHS duties for EWP operations under WHS Act 2011<br>• Inadequate WHS policy or governance framework covering all types of elevating work platforms (boom lifts, scissor lifts, trailer-mounted EWPs, bucket trucks, articulated booms, cherry pickers, manlifts)<br>• Poor consultation with workers, HSRs and contractors on EWP risks and proposed controls<br>• No formal process for worker issue resolution or refusal of unsafe EWP work<br>• WHS decisions driven by production pressures rather than risk<br>• Multiple PCBUs on shared sites not coordinating EWP-related controls and responsibilities<br>• Inadequate review of incidents, near misses and regulatory changes relating to elevated work platforms | High | • Define and document WHS roles, responsibilities and due diligence obligations for officers and managers in relation to all mobile elevating work platforms (MEWPs), including those used above 11 metres and specialised units such as bucket trucks and articulated booms<br>• Establish a WHS governance procedure that explicitly references compliance with the WHS Act 2011, WHS Regulation and relevant Codes of Practice and Australian Standards (e.g. AS 2550.10, AS/NZS 1891, AS 1418) for elevated work platforms<br>• Implement a structured consultation process (toolbox talks, safety committees, HSR forums) specifically addressing EWP risks such as overturning, electrical contact, crushing, falls from height and traffic interaction<br>• Develop and communicate a clear escalation and issue resolution procedure for workers to report unsafe EWP conditions, defective equipment, inadequate ground conditions, or unsafe client requirements without fear of reprisal<br>• Include EWP safety performance, incident trends and audit outcomes as standing agenda items at management and safety committee meetings<br>• Implement a formal process for coordination of WHS duties between multiple PCBUs (principal contractor, site owner, EWP hire company, subcontractors) including written agreements allocating responsibilities for inspection, exclusion zones, traffic control and emergency response<br>• Schedule periodic management reviews (e.g. annually) of the EWP safety management system against legal requirements and industry guidance, with documented improvement actions | Medium |
| 2. Procurement, Hire and Design of EWP Fleet | • Procurement of EWPs that are unsuitable for site conditions or tasks, including insufficient reach, load capacity or terrain capability<br>• Purchase or hire of EWPs lacking required safety features (e.g. emergency descent controls, tilt alarms, fall arrest anchor points, secondary guarding/anti-crush protection)<br>• Use of second-hand or hired machines without proper verification of inspection and maintenance history<br>• Failure to obtain or retain manufacturer's instructions, load charts and operating manuals for all aerial work platforms<br>• Inadequate assessment of electrical clearance requirements for work near | High | • Introduce an EWP procurement and hire procedure that requires a documented risk-based specification process for each type of elevating work platform, including maximum working height, outreach, platform capacity, terrain and access constraints<br>• Mandate pre-qualification of EWP suppliers and hire companies, requiring evidence of compliance with Australian Standards, maintenance records, and provision of manufacturer's documentation in English<br>• Specify minimum safety features in procurement contracts (e.g. tilt and overload alarms, emergency lowering systems, guardrails, fall arrest anchor points, emergency stop controls, interlocks, and where appropriate, secondary guarding or anti-crush devices)<br>• Require written confirmation from hire companies that all EWPs supplied are within inspection dates, have current logbooks, and are fit for the intended aerial work platform tasks<br>• Integrate an engineering or WHS review of proposed EWPs for high-risk applications such as work above 11 metres, near live traffic, or near overhead power lines, ensuring appropriate insulation rating, reach and stability<br>• Ensure that design and selection decisions consider alternative access methods (e.g. fixed scaffolds, permanent access systems) to reduce reliance on mobile elevating platforms where practicable | Medium |

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| | overhead power lines or electrical installations<br>• No system to confirm plant registration/licensing requirements where applicable (e.g. boom type EWP with boom length 11 m or more)<br>• Inconsistent selection of EWPs (scissor vs boom vs truck-mounted vs articulated) leading to unnecessary risk from awkward positioning or overreaching | | • Maintain a central register of all owned and regularly hired EWPs, including specifications, serial numbers, inspection status, registration (if required), and any design variations or engineering assessments | |
| 3. Competency, Licensing and Training Systems | • Operators of boom-type EWPs ≥11 m not holding the required High Risk Work Licence (WP) where applicable<br>• Inconsistent verification of EWP operator competency across different models (e.g. scissor lifts vs articulated booms vs bucket trucks)<br>• Supervisors allocating EWP tasks to untrained or inexperienced workers du to staffing or schedule pressures<br>• Lack of structured familiarisation training when new model Genie li or new cherry picker ntrols) are introduced<br>• Inadequate under ndi grou conditions, load charts, wind ratings d safe working limits by those plannin and supervising EWP tasks<br>• No formal training for spotters, doggers or traffic controllers interacting with elevated platforms<br>• Training records incomplete or not centrally managed, making it difficult to confirm competence before allocating work | igh | • Imple a form EWP competency management procedure specifying minimum training, licensing and ex rie e requ ments for each class of elevating work platform, including boom-type EWPs over 11 metr , sc or lifts, ailer-mounted lifts and bucket trucks<br>equire erific n of High Risk Work Licences (WP) and relevant VOC (Verification of Competency) prio au orising any operator to use boom-type EWPs ≥11 m<br>Develop nd deliver internal or external training programs covering hazard identification, load c ulations, stability, weather conditions, traffic interaction, crushing and entrapment risks, electrical risk , and emergency descent procedures<br>• Mandate model-specific familiarisation training for any new brand or type of aerial work platform (e.g. new Genie lift configuration, new articulated boom model), including demonstration of controls, emergency systems and safe operation limits<br>• Provide training and clear instructions for supervisors and planners on how to assess task suitability for EWPs, select appropriate platform type, and review SWMS and risk assessments for elevated work<br>• Establish competency requirements and toolbox briefing content for spotters, observers and traffic controllers working around MEWPs, including exclusion zones and communication protocols<br>• Maintain a central electronic register of EWP licences, training, VOCs and expiry dates, with automated reminders and a requirement that supervisors confirm competency before assigning elevated platform work | Medium |
| 4. Planning, Risk Assessment and Work Authorisation | • EWP work planned informally without structured WHS risk assessment, particularly on short-duration or repetitive elevated platform tasks<br>• No requirement for site-specific assessment of ground conditions, access routes, overhead services, wind | High | [redacted] | Medium |

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| | exposure and nearby traffic before deploying mobile elevating platforms<br>• Inadequate integration of EWP risks into project WHS plans and Safe Work Method Statements (SWMS) for high risk construction work<br>• Failure to consider rescue capability, emergency descent and access for emergency services at the planning stage<br>• Changes to work scope (e.g. different working height, proximity to power lines, or shift to night work) not triggering a review of risk controls<br>• Conflicts between EWP operations and other high-risk activities (crane lifts, vehicle loading, hot works) due to poor scheduling and coordination | | [redacted] | |
| 5. Safe Systems of Work and Procedures for EWP Use | • Absence of documented safe operati procedures (SOPs) for different EWP types (boom lifts, scisso trailer EWPs, bucket truck ticulated booms,<br>• Inconsistency be een site rule hire company instructio and procedures for aerial work platform u<br>• No clear rules regarding maximu wind speeds, weather lim tio nd out-of-service criteria<br>• Inadequate controls for working near edges, penetrations or over public areas when using mobile elevating platforms<br>• Unclear communication protocols between operators, spotters and ground controllers, increasing risk of collision, crushing or entrapment<br>• Lack of defined rules for exclusion zones, barricading and interaction with other vehicles and pedestrians when EWPs are in use | High | [redacted] | Medium |

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| | | | [redacted] | |
| 6. Maintenance, Inspection and Pre-Use Check Systems | • Lack of a systematic maintenance program for all EWPs, leading to mechanical failure, loss of stability, or failure of safety systems<br>• Inadequate pre-use inspection systems resulting in operation of EWPs with known faults (e.g. damaged guardrails, hydraulic leaks, faulty emergency stops)<br>• Maintenance responsibilities unclear between owner, hire company and site PCBU<br>• Failure to manage and track manufacturer's safety bulletins, recalls and software updates for modern MEWPs<br>• Inspection records not kept or not readily available on site, limiting verification of plant condition<br>• Defects identified by operators not being recorded, communicated or rectified before further use | High | [redacted] | Low |
| 7. Ground Conditions, Site Access and Traffic Management Systems | • No systematic assessment of ground bearing capacity, underground services or surface condition before positioning mobile elevating platforms<br>• EWP access routes not planned, creating interaction with pedestrians, forklifts, cranes, trucks or public traffic<br>• Inadequate traffic management plans for use of bucket trucks or truck-mounted EWPs on or adjacent to public roads<br>• Sites not designed to accommodate EWP turning circles, outrigger spreads and stabiliser requirements<br>• Poorly defined or unenforced exclusion zones leading to vehicles or plant encroaching on EWP operating areas | High | [redacted] | Medium |

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| | • Lack of coordination between site traffic management planning and EWP work sequencing | | [redacted] | |
| 8. Working Near Electrical Installations and Other High-Energy Sources | • Inadequate system for identifying overhead and underground electrical services prior to planning EWP work<br>• No formal process to establish and enforce no-go and approach distances for work near live overhead power lines<br>• Reliance on operator judgement rather than engineered or administrative controls for electrical clearance<br>• Lack of coordination with electricity supply authorities for isolation, de-energisation or use of spotters where required<br>• Unclear allocation of responsibility between PCBUs for electrical risk controls during elevated work platform use<br>• Insufficient proced[illegible]es regarding other high-energy sourc[illegible] such as adjacent moving plant, cran[illegible] systems near EWP operating envelo[illegible]s | High | [redacted] | Medium |
| 9. Fall Protection, Crushing and Entanglement Risk Management | • No consistent organisational poli[illegible]on use of fall arrest harness[illegible]anyards in boom and bucket-type EWPs<br>• Inadequate system for managing entrapment and crushing risks between platform rails and structures, beams, or ceilings<br>• Failure to specify and manage attachment points for fall protection equipment compatible with the EWP design<br>• Lack of review of incidents and near misses involving entrapment, shearing and crushing during articulated boom and scissor lift operation | High | [redacted] | Medium |

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|---|---|---|---|---|
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| | • Poor selection or maintenance of PPE for working at height in baskets (incorrect lanyard length, incompatible connectors) | | [redacted] | |
| 10. Contractor, Labour Hire and Hire-In EWP Management | • Contractors and labour hire workers operating EWPs without equivalent training, licensing or understanding of site procedures as direct employees<br>• Assumption that hire companies or contractors are solely responsible for EWP safety without verifying their systems<br>• Inconsistent induction and orientation processes for short-term EWP operators and fitters from external organisations<br>• Lack of clarity in contracts around responsibility for pre-start inspections, maintenance, emergency response and rescue arrangements<br>• Use of multiple subcontractors on the same EWP workface with differing safety cultures and systems | High | [redacted] | Medium |
| 11. Emergency Preparedness, Rescue and Incident Management | • No formalised emergency response plan specific to EWP incidents such as platform entrapment, medical emergencies at height, tipping or electrical contact<br>• Over-reliance on emergency services for rescue without considering response time and access limitations<br>• Lack of training and drills for workers in operating emergency descent systems and performing rescues safely<br>• Inadequate communication systems between operators in elevated platforms and ground personnel for emergencies | High | [redacted] | Medium |

| JOB STEP | POTENTIAL HAZARDS | IR | CONTROL MEASURES | RR |
|---|---|---|---|---|
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| | • EWP incidents and near misses not being thoroughly investigated, reducing organisational learning | | [redacted] | |
| 12. Monitoring, Auditing and Continuous Improvement of EWP Safety Management | • Limited oversight of how EWP procedures are applied in day-to-day work, allowing unsafe practices to become normalised<br>• No structured audit program focused on elevated work platform risks across different sites and projects<br>• Inadequate performance indicators relating to EWP safety (e.g. reliance only on lag indicators such as injuries)<br>• Lack of worker feedback mechanisms to refine EWP systems, leading to impractical or ignored procedures<br>• Failure to track regulatory updates, Australian Standards revisions and industry best practices relating to MEWPs | Medium | [redacted] | Low |
| | | | | |
| | | | | |

## 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

**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-of-codes-of-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/forms-and-resources/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

**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.

**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

**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

**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