

Fauna Spotter Catcher

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. Legislative Compliance and Governance	<ul style="list-style-type: none"> Failure to identify and comply with WHS Act 2011, WHS Regulations and relevant Codes of Practice relating to remote and isolated work, construction, demolition, vegetation clearing, fauna handling and biological hazards Absence of a formal WHS management system that integrates fauna spotter catcher activities into the PCBU's broader governance framework Unclear allocation of WHS duties between principal contractor, ecological consultant, subcontractors and host PCBU leading to gaps in supervision and resources Inadequate consultation with workers and Health and Safety Representatives (HSRs) on specific risks associated with fauna spotting and capture activities No system to keep WHS documentation (risk assessments, permits, licences, incident reports) current, accessible and reviewed Inadequate due diligence by officers in ensuring sufficient resources, competent personnel and effective management of fauna spotter catcher hazards 	High	<ul style="list-style-type: none"> Establish and implement a documented WHS management system aligned with WHS Act 2011 and relevant Australian Standards, explicitly incorporating fauna spotter catcher roles and risks Develop a WHS Register that identifies applicable legislation, regulations, Codes of Practice and standards relevant to ecological surveys, fauna handling, construction and land clearing, and allocate responsibility for annual review Define and document WHS roles, responsibilities and accountabilities for fauna spotter catchers, supervisors, project managers and officers within organisational charts and position descriptions Implement formal consultation arrangements (toolbox talks, WHS meetings, HSR engagement) that specifically address fauna-related and remote work risk controls prior to project mobilisation Maintain a controlled document system for WHS procedures, risk assessments, Safe Work Method Statements (SWMS), permits and licences, with version control and scheduled review dates Require officers to undertake periodic WHS due diligence reviews of fauna spotter catcher activities, including site inspections, performance reports and corrective action tracking 	Medium
2. Competency, Licensing and Training Systems	<ul style="list-style-type: none"> Engagement of fauna spotter catchers without verified qualifications, experience or species-specific handling competency Lack of formal competency standards or position criteria for fauna spotter catcher roles (e.g. reptile handling, venomous snake management, wildlife first aid) Inadequate induction on project-specific hazards such as working near heavy plant, clearing operations, remote locations, heat, and venomous fauna No structured training program for high-risk activities such as working in remote areas, 4WD use, snake 	High	<ul style="list-style-type: none"> Develop and implement a competency framework for fauna spotter catchers that defines minimum qualifications, experience, accredited courses and demonstrated species handling skills Implement a formal verification of competency (VOC) process before deployment, including review of qualifications, references, permit conditions and practical assessment where appropriate Provide structured project induction that covers WHS responsibilities, site rules, interaction with construction teams, communication protocols, emergency procedures and specific fauna-related hazards Establish a training matrix that includes remote and isolated work, 4WD operation (where required), venomous fauna handling, zoonoses, heat stress, manual handling and mental health awareness Schedule periodic refresher training and scenario-based drills for high-risk fauna interactions and emergency response, with attendance tracked and competencies reassessed Maintain a central register of licences, permits, competency assessments and training records, with automatic alerts for expiries and required updates 	Medium

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	<p>handling, zoonoses awareness and manual handling of wildlife</p> <ul style="list-style-type: none"> • Failure to provide refresher training leading to skill fade, outdated fauna handling techniques and knowledge of current best practice • Poor record keeping for licences, permits, competency assessments and training completion 			
3. Project Planning, Pre-Start and Client Interface	<ul style="list-style-type: none"> • Fauna spotter catcher engaged late in the project lifecycle, resulting in inadequate time for risk assessment, survey design and pre-clearance planning • Insufficient exchange of information between principal contractor, client and ecological team regarding program, clearing methodology, machinery types and staging • No integration of fauna management requirements into construction planning permits and method statements • Unclear communication channels between fauna spotter catchers, site supervisors, plant operators and project managers, increasing risk of uncontrolled clearing and disturbance • Failure to consider weather, seasonal conditions, breeding seasons, fire danger ratings and access constraints during planning • Inadequate planning for multiple concurrent work fronts, night works or compressed programs increasing fatigue and decision-making errors 	High	<ul style="list-style-type: none"> • Embed fauna management and spotter catcher requirements into project initiation and planning phases, including scope definition, timeframes, staffing and resourcing • Implement a pre-start coordination process involving fauna specialists, construction supervisors and client representatives to identify interfaces and constraints • Incorporate fauna protection zones, exclusion areas, buffer distances and staged clearing requirements into construction schedules and site plans • Define and document communication protocols including pre-start briefings, radios or phone channels, authority to halt work and escalation pathways for fauna-related issues • Integrate seasonal fauna considerations (breeding, migration, hibernation) and weather-related risks into project timelines and contingency planning • Apply change management controls requiring reassessment and approval when program changes alter clearing sequence, work hours, plant types or access routes 	Medium
4. Remote and Isolated Work Management	<ul style="list-style-type: none"> • Fauna spotter catchers working alone or in small teams in remote areas without effective communication or monitoring systems • Delayed emergency response due to distance from medical facilities, poor access routes or extreme terrain 	High	<p>[REDACTED]</p> <p>[REDACTED]</p>	Medium

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	<ul style="list-style-type: none"> Inadequate journey management planning leading to vehicle incidents, breakdowns or workers stranded in high-risk environments Failure to implement check-in/check-out systems and escalation procedures for overdue workers Limited consideration of local hazards such as extreme heat or cold, bushfire, flooding, difficult terrain and limited water availability Psychological hazards from isolation, exposure to distressing wildlife incidents and extended periods in harsh environments 		[REDACTED]	
5. Plant, Vehicles and Equipment Management	<ul style="list-style-type: none"> Use of unsuitable or poorly maintained vehicles and equipment for accessing fauna habitats (e.g. 4WDs, boats, quad bikes) increasing risk of incidents Lack of a systematic pre-use inspection and maintenance program Inadequate control over interaction between fauna spotter/catcher and heavy plant during vegetation clearing or earthworks Improper storage, transportation and decontamination of equipment leading to cross-contamination between sites or transfer of pests and diseases Insufficient training on safe operation of vehicles and specialised equipment in off-road or difficult terrain No clear policy on exclusion zones, spotter roles and communication systems around mobile plant and machinery 	High	[REDACTED]	Medium
6. Health Monitoring, Fitness for Work and Medical Management	<ul style="list-style-type: none"> Exposure to zoonotic diseases, bites, stings and allergic reactions without appropriate health monitoring or vaccination programs 	High	[REDACTED]	Medium

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	<ul style="list-style-type: none"> Inadequate assessment of workers' physical and psychological fitness for demanding fieldwork and wildlife handling Absence of a structured response plan for bites, stings, envenomation and serious allergic reactions in remote locations Failure to consider medication management, pre-existing conditions and limitations when allocating tasks Lack of systems for reporting, recording and analysing health-related incidents and near misses (e.g. near-miss snake strikes, minor bites) Inadequate provision and maintenance of first aid equipment and trained first aiders relevant to fauna-related risks 		[REDACTED]	
7. Personal Protective Equipment (PPE) and Clothing Management	<ul style="list-style-type: none"> Lack of formal PPE standards for fauna spotter catchers, leading to inconsistent protection against bites, scratches, environmental exposure and visibility around plant Inappropriate selection or poor quality PPE for specific fauna risks (e.g. inadequate gloves for venomous snakes, no eye protection in dense scrub) Failure to provide systems for issue, replacement, cleaning and disposal of contaminated PPE, increasing risk of infection or reduced performance Inadequate training on limitations of PPE and reliance on PPE in place of higher-order controls Non-compliance with PPE requirements due to discomfort, poor fit or conflicting site rules from multiple PCBUs 	Medium	[REDACTED]	Low
8. Environmental and Climate Risk Management	<ul style="list-style-type: none"> Exposure to extreme heat, cold, UV radiation, storms or bushfire during fauna spotting and capture activities without adequate planning 	High	[REDACTED]	Medium

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	<ul style="list-style-type: none"> Inadequate consideration of flood risk, rising water, unstable banks or tidal movements during work near waterways Lack of systems to manage work scheduling in adverse weather, leading to rushed decision making and shortcuts Failure to monitor and control exposure times in high heat and humidity leading to heat stress or heat stroke No formal processes for monitoring weather forecasts, fire danger ratings and environmental warnings before and during field deployment 		[REDACTED]	
9. Fauna Interaction and Animal Welfare Systems	<ul style="list-style-type: none"> Absence of standard procedures for humane capture, handling, transport and release of fauna, increasing risk of injury to animals and handlers Lack of clear criteria for when work must cease or be modified due to presence of protected, aggressive or vulnerable fauna Inadequate control of stress and fatigue in animals held in or containment, leading to welfare breaches and increased risk to handlers Failure to comply with permit, licence conditions and animal ethics requirements, leading to legal and reputational risk for the FCRU Inconsistent decision-making on euthanasia, relocation distances and release sites without reference to approved protocols and regulatory requirements 	High	[REDACTED]	Medium
10. Biosecurity and Disease Control Management	<ul style="list-style-type: none"> Transfer of pathogens, parasites or invasive species between sites via vehicles, footwear, tools and fauna handling equipment Exposure of workers to zoonoses (e.g. Q fever, leptospirosis, lyssavirus) without consistent controls across projects 	High	[REDACTED]	Medium

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	<ul style="list-style-type: none"> Inadequate cleaning and disinfection protocols between sites or habitat types, especially sensitive conservation areas Lack of coordination with land managers and regulatory agencies on biosecurity requirements and site-specific restrictions Poor records of decontamination activities, making it difficult to demonstrate compliance or trace potential disease spread 		[REDACTED]	
11. Fatigue, Work Hours and Rostering	<ul style="list-style-type: none"> Extended work hours, irregular shifts and dawn/dusk work periods required for fauna activity surveys leading to fatigue and impaired judgement Insufficient rostering controls for remote work, long travel times and concurrent project commitments Pressure to meet construction or clearing milestones resulting in inadequate rest breaks or skipped day off Lack of training for supervisors and workers to recognise and manage fatigue-related risks No system to coordinate multiple PCBUs' work hours policies when fauna spotter catchers work across different sites 	High	[REDACTED]	Medium
12. Information, Communication and Consultation Systems	<ul style="list-style-type: none"> Inadequate communication of site-specific hazards, exclusion zones and emergency procedures to fauna spotter catchers Information silos between ecological specialists, construction teams and management leading to inconsistent understanding of current risks Limited worker consultation on the practicality and effectiveness of existing WHS controls for fauna spotting activities 	Medium	[REDACTED]	Low

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	<ul style="list-style-type: none"> No formal process for sharing learnings from incidents, near misses or innovations across projects Language or literacy barriers not considered in development of WHS information and signage 			
13. Incident, Near Miss and Non-Conformance Management	<ul style="list-style-type: none"> Under-reporting of fauna-related incidents, near misses or non-conformances due to fear of blame, time pressure or unclear processes Lack of root cause analysis leading to repeated similar incidents involving fauna, vehicles, environmental exposure or equipment Inconsistent corrective and preventive action management, resulting in unresolved hazards and poor organisational learning Inadequate recording of minor incidents such as near-miss bites or minor scratches that may indicate systemic issues Failure to notify regulators when required under notifiable incident provisions of WHS legislation 	High		Medium
14. Emergency Preparedness and Response	<ul style="list-style-type: none"> Lack of integrated emergency response plans that consider fauna-related scenarios (e.g. snake bite, aggressive animal, vehicle incidents in remote area) Unclear roles and responsibilities between fauna spotter catchers, site emergency controllers and external emergency services Insufficient drills or exercises to test emergency procedures in realistic field conditions Inadequate information available on-site regarding GPS coordinates, access routes, landing zones and rendezvous points for emergency services Failure to maintain emergency equipment and information (first aid kits, 	High		Medium

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	communication devices, contact lists) in a ready state			
15. Contractor and Subcontractor Management	<ul style="list-style-type: none"> • Use of subcontracted fauna spotter catchers without adequate WHS prequalification, leading to inconsistent safety standards • Poor clarity around which PCBU controls and supervises specific fauna-related activities on multi-employer worksites • Insufficient monitoring of contractor compliance with agreed procedures, permits and licence conditions • Contractual arrangements that prioritise schedule or cost outcomes over safe work, creating pressure on fauna spotter catchers • Lack of integration of contractor WHS systems into the host PCBU's incident reporting, training and consultation processes 	High	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	Medium
16. Continuous Improvement, Audit and Review	<ul style="list-style-type: none"> • Static WHS procedures that are not reviewed following incidents, legislative changes or new scientific knowledge about fauna risks • Lack of structured audits focusing on fauna spotter catcher controls and field implementation • Failure to measure performance of key risk controls, leading to unrecognised degradation over time • Limited opportunities for workers to suggest improvements or innovations in fauna handling, remote work practices or equipment • Over-reliance on informal practices and individual experience rather than systematised and validated approaches 	Medium	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	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>

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.