Mobile Scaffold Tower Erection and Use

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:

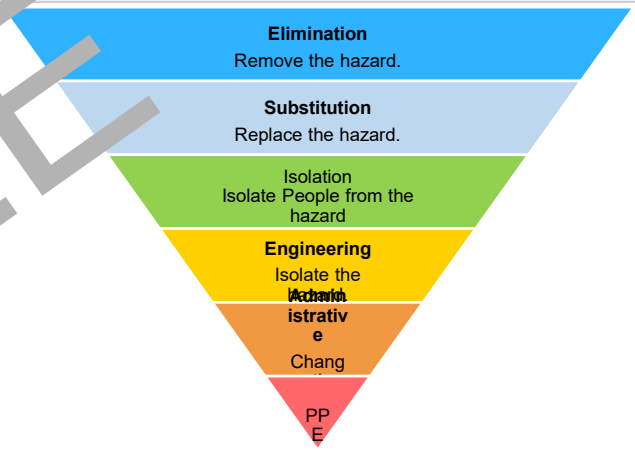
CLIENT OR PRINCIPAL CONTRACTOR DETAILS

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 Duty of Care and Legislative Compliance	• Failure to identify and apply WHS Act 2011 and WHS Regulation requirements relating to scaffolding and construction work • Inadequate understanding of PCBU, officer, worker and contractor duties in relation to mobile scaffold towers • Lack of documented WHS policy and procedures specific to scaffold tower erection and use • No clear allocation of WHS responsibilities for scaffold planning, erection, inspection and use • Failure to consult with workers and Health and Safety Representatives on scaffold tower risks and controls • Non-compliance with Australian Standards and manufacturer instructions for mobile scaffold towers	4A	• Develop and implement a WHS governance framework that explicitly references WHS Act 2011, WHS Regulation and relevant codes of practice for scaffolding and construction work • Define and document roles, responsibilities and accountabilities for officers, managers, supervisors and workers in relation to mobile scaffold tower planning, procurement, erection, inspection and use • Establish a specific Mobile Scaffold Tower Policy that mandates compliance with manufacturer specifications, Australian Standards (e.g. AS/NZS 1576, AS/NZS 4576) and internal WHS procedures • Include scaffold tower requirements in the organisation's WHS management system, including risk management, incident reporting and consultation processes • Implement regular WHS compliance audits and management reviews focusing on scaffold-related activities and record identified non-conformances through corrective action plans • Ensure officer due diligence through periodic briefings on scaffold risks, legal duties and performance indicators • Consult with workers and Health and Safety Representatives when developing and reviewing scaffold tower procedures and controls	3H
2. Planning, Design and Task Risk Management	• Mobile scaffold towers used for tasks beyond their designed configuration or load rating • Poor planning for work at height leading to inappropriate selection of mobile scaffolding versus other access systems • Lack of formal risk assessment for different types of tower scaffold use (indoor, outdoor, near edges, on uneven ground) • Insufficient consideration of interaction with other trades, plant and traffic during planning • Inadequate planning for emergency response and rescue from scaffolds • Failure to plan for environmental conditions such as wind, rain and lighting	4A	• Implement a formal planning and risk management process for all work at height that requires justification for selecting mobile scaffold towers over other access options (e.g. elevated work platforms, fixed scaffolds) • Require a documented WHS risk assessment and, where construction work is involved, a Safe Work Method Statement that references this higher-level risk assessment for each project where mobile scaffolds are used • Mandate use of scaffold tower configuration and loading plans approved by a competent person and consistent with manufacturer data • Include assessment of surrounding activities, traffic flows, exclusion zones and interaction with other trades in the planning process • Incorporate environmental considerations (wind limits, exposure to rain, overhead services, lighting levels) into job planning criteria and permit-to-work systems where applicable • Ensure emergency response, rescue procedures and access for emergency services are documented and communicated before scaffold tower work commences • Establish a management-of-change process requiring review and approval when tower configuration, task scope or work location changes	2M
3. Procurement, Selection and Design of Mobile Scaffold Towers	• Purchase or hire of non-compliant or substandard mobile scaffold systems	4A	• Establish procurement specifications requiring all mobile scaffold towers to comply with relevant Australian Standards and manufacturer certification requirements	2M

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	• Incompatibility between different scaffold components from multiple manufacturers • Mobile towers without adequate guardrails, toe boards, access ladders or stabilisers • Scaffold systems not suited to site conditions (e.g. outdoor wind exposure, confined spaces, corrosive environments) • Absence of engineering verification for custom or modified tower configurations • Inadequate design documentation, erection guides and load rating charts provided to users		• Implement a vendor prequalification system for scaffold suppliers and hire companies, including verification of competency, maintenance status and documentation • Standardise on a limited number of compatible sc[illegible]d systems to prevent component mismatch and reduce complexity in training and inspection • Require engineering review and approval [illegible] any non-st[illegible]dard or modified tower configurations, including documentation of allowable heights[illegible]ay len[illegible]s and load classes • Ensure all scaffold systems are supplied with [illegible], site-specific[illegible]rection manuals, load charts and configuration diagrams in a f[illegible]n accessible to wo[illegible]rs and s[illegible]ervisors • Include stability and wind load[illegible] requirements in p[illegible]ement specifications, mandating provision of outriggers, base pla[illegible]stabi[illegible]astors and tie-off points where needed • Maintain a c[illegible]ral register[illegible] approv[illegible]d scaff[illegible]tower types, their intended use cases and any restrictions	
4. Site Layout, Ground Conditions and Stability Management	• Mobile scaffold towers erected on uneven, soft or unstable ground leading to collapse or overturning • Lack of systematic assessment of slabs, pits, penetrations or services beneath wheel loads • Inadequate contr[illegible]s for slopes, ramps, kerbs and floor lev[illegible]change[illegible] • No system for assessing and controlling wind loading, especially f[illegible] outdoor towers or indoor areas e[illegible]osed to wind tunnels • Inappropriate or ad hoc use of packing, pallets or makeshift supports under wheels or base plates	4A	[redacted]	2M
5. Worker Competency, High-Risk Work Licensing and Training Systems	• Inadequate competency of workers erecting, altering or dismantling mobile scaffold towers • Lack of understanding of load ratings, bracing requirements and tie-in requirements	4A	[redacted]	2M

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	• Supervisors unfamiliar with scaffold system limitations and inspection criteria • Training limited to informal on-the-job instruction with no verification of competence • No process to verify currency of high-risk work licences where required • Contractor personnel not inducted into site-specific scaffold tower procedures		[redacted]	
6. Safe Systems of Work, Procedures and Permits	• Absence of documented procedures for erection, alteration, relocation and dismantling of mobile towers • Inconsistent application of safe work practices across different sites or projects • Failure to control unauthorised modifications or removal of components such as guardrails or br • No formal authori ion or permit process for high-ri mobile sc operations • Reliance on verbal instructions tha re easily misunderstood or forgotten	4A	[redacted]	2M
7. Inspection, Tagging and Maintenance Systems	• Use of damaged, worn or missing scaffold components due to inadequate inspection regimes • No formal system to verify that towers are safe for use each shift • Scaffold components not maintained, cleaned or stored correctly leading to undetected defects • Faulty or jammed castors, brakes and locking devices compromising stability	4A	[redacted]	2M

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	• Inadequate records of inspections, repairs and component history		[redacted]	
8. Access, Egress and Fall Protection Management	• Improper access to mobile towers, including climbing frames or braces instead of designed ladders or stair modules • Inadequate collective fall protection such as missing guardrails, mid-rails or toe boards • Uncontrolled risk of falls from height during erection or alteration of towers • Poorly managed acce[illegible]ings in platforms leading to [illegible] hazards • Lack of system c[illegible]trols for pr[illegible]ting overreaching or sta[illegible]guardr[illegible] to gain extra height	4A	[redacted]	2M
9. Work Area Segregation, Traffic and Public Interface	• Mobile scaffold towers struck by vehicles, forklifts, MEWPs or other plant • Unauthorised persons, including members of the public, accessing towers or entering the drop zone beneath work platforms • Falling objects from towers impacting workers or public below • Inadequate signage and barricading around towers located in high-traffic areas	4A	[redacted]	2M

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	• Lack of coordination with traffic management plans and other work groups		[redacted]	
10. Environmental Conditions and Site-Specific Hazards	• Exposure of mobile towers to high winds, gusts or wind tunnels leading to instability or overturning • Wet, oily or contaminated surfaces increasing slip and stability risks • Work near overhead electrical services presenting electric shock or arcing hazards • Insufficient lighting around towers affecting visibility of edges, access points and trip hazards • Use of towers in corrosive, dusty or chemically aggressive environments degrading components	4A	[redacted]	2M
11. Contractor Management and Labour Hire Controls	• Contract scaffolders or labour hire workers operating under standards or procedures • Lack of verification of contractor competency, licensing and insurance for scaffold activities • Poor communication of site-specific requirements for mobile tower scaffolds • Inconsistent supervision of contractors leading to unsafe practices • Ambiguity about which PCBU controls particular aspects of scaffold management on multi-PCBU sites	3H	[redacted]	2M

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			[redacted]	
12. Communication, Consultation and Change Management	• Workers unaware of current controls, restrictions or status of specific mobile towers • Failure to communicate configuration changes, defects or decommissioning of towers to affected workers • Insufficient worker input into identification of scaffold-related hazards and improvement opportunities • Risks arising from unplanned change to work scope, schedule or site layout without reassessment	3H	[redacted]	1L
13. Emergency Preparedness, Incident Reporting and Investigation	• Delayed or ineffective response to falls, structural failures or medical emergencies on or around towers • Workers unaware of emergency procedures and rescue methods involving mobile scaffolds • Under-reporting of near misses and minor incidents associated with scaffold towers • Recurring scaffold-related incidents due to poor investigation and root cause analysis	3H	[redacted]	2M

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			[redacted]	
14. Health, Ergonomics and Fatigue Management in Scaffold Work	• Musculoskeletal disorders from manual handling of scaffold frames, planks and components • Fatigue and reduced concentration due to long shifts, hot conditions or high work rates during erection and relocation • Poor ergonomics when assembling or adjusting towers in constrained areas • Psychosocial stress associated with time pressure and production demands conflicting with safe scaffold practices	3H	[redacted]	2M
15. Monitoring, Audit and Continuous Improvement	• Degradation of control[redacted]veness over time due to com[redacted]acency or drift from procedures • Lack of performa[redacted]rs to measure scaffold safety performance and compliance • Failure to identify emerg[redacted] related to new scaffold technologies or changing work methods • Limited feedback loops between incidents, audits and updates to management systems	3H	[redacted]	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 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