

Painting and Decorating

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. WHS Governance, Roles and Consultation	<ul style="list-style-type: none"> Lack of clear WHS governance structure for painting and decorating operations Ambiguity in WHS roles, responsibilities and accountabilities between PCBUs, supervisors, contractors and workers Insufficient consultation mechanisms with workers and health and safety representatives (HSRs) about painting-specific risks Inadequate WHS policies and procedures aligned to WHS Act 2011 and WHS Regulations for construction work Failure to ensure overlapping duty holders (builders, principal contractors, host PCBU, subcontractors) coordinate WHS duties 	High	<ul style="list-style-type: none"> Establish and document a WHS governance framework specific to painting and decorating, defining PCBU duties, officer due diligence obligations and worker obligations in line with WHS Act 2011 Develop a WHS responsibility matrix that clearly sets out responsibilities for managers, supervisors, leading hands and workers, including for contractors and labour hire personnel Implement formal consultation arrangements such as elected HSRs, WHS committees and toolbox talks focused on painting and decorating hazards Adopt and communicate a WHS Policy that explicitly references compliance with WHS Act 2011, WHS Regulations and relevant codes of practice (e.g. Managing Risks of Falls, Construction Work, Hazardous Chemicals, Confined Spaces) where applicable Include requirements for coordination and cooperation with other duty holders (e.g. principal contractor, other sites) in contracts, site access agreements and pre-start meetings Ensure WHS objectives and targets for painting and decorating (e.g. reduction in falls incidents, chemical exposure events) are documented in the WHS management plan and reviewed at least annually Require officers to demonstrate due diligence through regular WHS reviews, site safety walks and documented oversight of high-risk painting activities 	Medium
2. Contractor Management and Procurement of Painting Services	<ul style="list-style-type: none"> Engagement of painting contractors without adequate WHS systems or licences Pricing and procurement decisions that incentivise unsafe practices (e.g. unrealistic timeframes, inadequate resourcing) Failure to verify competency, insurances and high-risk work licences (e.g. EWP) before engagement Poor definition of WHS expectations and scope of work in contracts and purchase orders Inadequate prequalification and ongoing performance monitoring of subcontractors 	High	<ul style="list-style-type: none"> Implement a formal contractor prequalification process requiring evidence of WHS management systems, Safe Work Method Statements (where required), incident history and references Include explicit WHS criteria in procurement decisions, not solely price and time, with documented weighting for safety performance and capability Require and verify relevant trade qualifications, high-risk work licences (e.g. EWP, scaffolding), and VOC (Verification of Competency) records before site access is granted Incorporate clear WHS obligations, minimum standards and performance expectations in contracts, including compliance with principal contractor WHS management plans and site rules Mandate submission and review of project-specific WHS documentation (e.g. SWMS for high-risk construction work such as work at heights, use of EWPs) before works commence Establish a contractor performance review process including WHS audits, KPI reporting and consequences for poor safety performance or non-compliance Ensure labour hire arrangements include documented division of WHS responsibilities between the labour hire PCBU and host PCBU for supervision, training, PPE and incident management 	Medium
3. Planning, Design and Pre-Construction Risk Management	<ul style="list-style-type: none"> Inadequate planning of access methods leading to unsafe reliance on ladders or improvised platforms Lack of early design input to eliminate or reduce working at height and difficult access areas 	High	<ul style="list-style-type: none"> Implement a formal pre-start planning process that requires assessment of access options (e.g. scaffolds, EWPs, mobile platforms) using the hierarchy of control over ladders and temporary means Engage with designers and clients early to influence design features that reduce painting at height (e.g. prefabrication, modular elements, access hatches and permanent anchor points) 	Medium

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	<ul style="list-style-type: none"> • Incomplete or outdated hazard information provided by clients or principal contractors (e.g. asbestos registers, existing coatings data) • Failure to assess environmental conditions (ventilation, lighting, weather exposure) at planning stage • Insufficient consideration of interaction with other trades and public during planning 		<ul style="list-style-type: none"> • Require provision and review of site information including asbestos registers, hazardous materials surveys, existing coating specifications and structural load limits prior to work planning • Include environmental and site condition assessments in pre-planning checklists (ventilation, temperature, lighting, proximity to public, traffic routes) • Coordinate with principal contractor and other trades through construction planning meetings to sequence painting tasks to minimise congestion, simultaneous operations and interface risks • Document painting-specific risks and required controls in the project WHS management plan or site-specific safety plan and review prior to mobilisation • Plan realistic schedules that allow for safe set-up, contingencies, weather delays and deconfliction with other activities, avoiding compression of timeframes that could drive shortcuts 	
4. Training, Competency and Supervision	<ul style="list-style-type: none"> • Painters and decorators performing tasks without appropriate training or competency assessment • Supervisors lacking knowledge of WHS legislation and high-risk construction work obligations • Inadequate training in safe use of access equipment (scaffolds, EWPs, platform ladders) • Insufficient competency in handling hazardous chemicals, including isocyanates and flammable liquids • Over-reliance on informal on-the-job learning without structured competency assessment 	High	<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>	Medium
5. Hazardous Chemicals and Health Exposure Management	<ul style="list-style-type: none"> • Exposure to hazardous substances in paints, solvents, thinners and surface preparation products (e.g. isocyanates, VOCs, heavy metals) • Inadequate chemical risk assessment and failure to comply with WHS Regulations for hazardous chemicals • Poor ventilation leading to accumulation of fumes and vapours in enclosed or poorly ventilated areas 	High	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	Medium

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	<ul style="list-style-type: none"> • Incorrect or inconsistent use of respiratory protective equipment (RPE) and other PPE • Failure to maintain up-to-date Safety Data Sheets and correct decanting and labelling practices 		[REDACTED]	
6. Work at Heights and Access Systems Management	<ul style="list-style-type: none"> • Systemic reliance on ladders and makeshift platforms without higher level controls • Inadequate planning, design and certification of scaffolding and temporary access systems • Poor governance over use of EWPs, including overload, misuse and operation on unsuitable surfaces • Lack of procedures for inspection, maintenance and tagging of access equipment • Insufficient management of fall protection systems, including edge protection and harness systems where used 	High	[REDACTED]	Medium
7. Plant, Tools and Equipment Management	<ul style="list-style-type: none"> • Use of defective or unsuitable plant such as sprayers, compressors, grinders and sanders • Lack of preventive maintenance regime for painting equipment and electrical tools 	Medium	[REDACTED]	Low

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	<ul style="list-style-type: none"> Inadequate management of guarding, noise and vibration risks from mechanical preparation tools Insufficient control over hire equipment, including verification of condition and documentation Uncontrolled introduction of new or modified equipment without risk assessment 		[REDACTED]	
8. Electrical Safety and Energy Management	<ul style="list-style-type: none"> Systemic use of non-compliant power distribution for painting equipment on construction sites Inadequate control to prevent contact with live electrical parts when working near existing installations Poor management of temporary leads, power boards and RCD protection in wet or outdoor areas Lack of documented procedures for isolation and verification of de-energised services where required 	Medium	[REDACTED]	Low
9. Environmental, Fire and Explosion Risk Management	<ul style="list-style-type: none"> Use and storage of flammable paints and solvents without adequate fire and explosion controls 	High	[REDACTED]	Medium

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	<ul style="list-style-type: none"> Inadequate segregation of ignition sources from painting and solvent use areas Poor management of waste paint, solvent, rags and contaminated materials leading to fire or environmental contamination Lack of emergency planning for fire events associated with painting operations 		[REDACTED]	
10. Fatigue, Scheduling and Psychosocial Risk Management	<ul style="list-style-type: none"> Compressed project schedules leading to long working hours and insufficient breaks for painters High work demands, rework, and conflict with other trades contributing to stress and psychosocial risks Inadequate consideration of shift work, night work and travel time in planning Lack of organisational systems to identify and manage fatigue and mental health risks 	Medium	[REDACTED]	Low
11. Traffic, Public Interface and Site Security	<ul style="list-style-type: none"> Interaction between painters, vehicles, mobile plant and pedestrians on or near worksites Public exposure to painting operations, overspray, fumes or falling objects in occupied buildings or public areas Uncontrolled access by unauthorised persons to paint storage, scaffolds and work areas after hours 	Medium	[REDACTED]	Low

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			[REDACTED]	
12. Documentation, Communication and Information Management	<ul style="list-style-type: none"> • Critical WHS information for painting and decorating not effectively communicated to workers and contractors • Outdated or inconsistent procedures, SWMS and risk assessments across different projects • Poor record-keeping undermining ability to demonstrate compliance with WHS Act 2011 and Regulations • Failure to ensure workers understand documentation due to language or literacy barriers 	Medium	[REDACTED]	Low
13. Incident Reporting, Investigation and Corrective Action	<ul style="list-style-type: none"> • Under-reporting of near misses or injuries and exposures during painting works • Inadequate incident investigations that fail to identify root causes and systemic issues • Poor follow-up on corrective actions leading to repeated incidents • Lack of processes to meet notifiable incident requirements under WHS legislation 	Medium	[REDACTED]	Low

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14. Monitoring, Audit and Continuous Improvement	<ul style="list-style-type: none"> • Failure to verify that WHS controls for painting and decorating are implemented and effective • Lack of systematic WHS performance monitoring specific to painting activities • Infrequent or superficial safety inspections and audits on sites where painters operate • No structured process for continuous improvement based on monitoring results 	Medium	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	Low

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.