

Roadside Barrier and Furniture Installation

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:	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 for the task parts. 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 Due Diligence	<ul style="list-style-type: none"> Lack of clearly defined WHS responsibilities for roadside barrier projects Officers not exercising due diligence under WHS Act 2011 Inadequate WHS governance structure across principal contractor, barrier installer and subcontractors Insufficient WHS objectives, targets and KPIs specific to road safety barrier installation Failure to allocate adequate resources (people, budget, time) for WHS management Ineffective review of WHS performance and incident trends by senior management 	4A	<ul style="list-style-type: none"> Establish a formal WHS governance framework aligned with WHS Act 2011 and WHS Regulations, defining officer and worker duties specific to roadside barrier and furniture installation Document and communicate WHS roles, responsibilities and accountabilities in organisation charts, position descriptions and project-specific WHS management plans Implement a WHS due diligence program for all senior officers, including regular briefings on critical risks for roadwork environments and barrier installation system Set measurable WHS objectives and KPIs for roadside barrier projects (e.g. high-potential incident rate, close-out time for corrective actions, audit completion rates) Include WHS performance and critical risk assurance as standing agenda items in board and senior leadership meetings Provide adequate WHS staffing and competence (e.g. WHS Advisor with road construction and traffic management experience) for each project Conduct regular management system reviews and external audits to verify compliance with WHS Act 2011, client specifications and state road authority requirements Ensure WHS governance addresses multi-PCBU environments, including coordination arrangements and shared duty management with other contractors at the roadwork site 	3H
2. Contractor Management and PCBU Interface	<ul style="list-style-type: none"> Poor coordination between principal contractor, traffic management provider and barrier installation contractor Inadequate prequalification and vetting of subcontractors for road safety barrier work Ambiguity over who controls which parts of the roadwork site and when Inconsistent WHS standards across multiple PCBUs leading to gaps in risk controls Failure to consult, cooperate and coordinate activities as required under WHS Act 2011 Subcontractors using undocumented work methods that do not align with project risk assessments 	4A	<ul style="list-style-type: none"> Implement a formal contractor prequalification process, including verification of WHS management systems, licences, road authority accreditation and barrier system approvals Develop a project-specific WHS Coordination Plan clearly defining PCBU roles, areas of control, and interfaces for traffic management and barrier installation activities Establish written consultation, cooperation and coordination arrangements between PCBUs, including scheduled coordination meetings and shared risk registers Require all subcontractors to submit WHS plans and barrier installation procedures that align with the principal contractor's WHS requirements and relevant road authority specifications Mandate that only accredited barrier installers (where applicable under state road authority schemes) are engaged for road safety barrier work Include WHS performance clauses and right-to-audit provisions in contracts for barrier and furniture installation Implement a joint pre-start coordination meeting process to review traffic staging, live lane interfaces, crane and plant movements, and shared emergency arrangements Use a common permit-to-work or access control system where multiple contractors operate within the same road corridor or work zone 	2M
3. Design, Engineering and Technical Compliance of Barriers	<ul style="list-style-type: none"> Barrier design not compliant with relevant standards (e.g. AS/NZS 3845 series or state road agency supplements) 	4A	<ul style="list-style-type: none"> Ensure all roadside barrier and safety furniture designs are undertaken or verified by appropriately qualified road design and road safety engineers 	2M

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	<ul style="list-style-type: none"> • Use of plant and lifting equipment not suited to barrier system requirements • Lack of traceability for barrier components affecting inspection and future maintenance • Inadequate supplier evaluation for WHS and quality performance • Insufficient lead time for compliant products leading to unsafe substitutions • Poor specification of ergonomic and safety features in procured plant for roadside work 		<p>[REDACTED]</p>	
6. Competency, Licensing and Training	<ul style="list-style-type: none"> • Workers installing barriers without formal competency or manufacturer training • Supervisors lacking specific knowledge of barrier systems and work critical risks • Unlicensed or inadequately trained operators using cranes, lift trucks or pile driving equipment • Inadequate understanding of traffic management requirements by installation crews • Failure to maintain current training records and licences • Insufficient induction on site-specific hazards such as high-speed traffic and night works 	4A	<p>[REDACTED]</p>	2M

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7. Safe Work Procedures, SWMS and Critical Risk Controls	<ul style="list-style-type: none"> Lack of comprehensive procedures for barrier and roadside furniture installation in high-risk environments SWMS developed generically and not tailored to specific road and barrier systems Critical controls (e.g. exclusion zones, plant movement controls) not clearly identified or monitored Procedures not reflecting current legislation, standards or client requirements Workers unaware of or not following documented procedures during time pressure No formal process for review of procedures after incidents or design changes 	4A	[REDACTED]	2M
8. Plant and Equipment Management for Roadside Operations	<ul style="list-style-type: none"> Inadequate maintenance and inspection of crane, piling rigs, trucks and loaders used for installation Poorly managed movement of plant within constrained roadside work zones Lack of fit-for-purpose safety features on plant used adjacent to live traffic No system to manage interaction between plant, pedestrians and other vehicles within the worksite Failure of plant on live carriageway due to mechanical issues Insufficient controls for reversing vehicles and blind spots 	4A	[REDACTED]	2M

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9. Traffic Interface and Worksite Access Control	<ul style="list-style-type: none"> • Uncontrolled access of workers and vehicles into live traffic lanes • Inadequate site delineation between work zones, plant zones and public traffic • Public vehicles entering construction areas due to poor signage or barriers • Frequent unplanned crossings of workers on foot across live lanes to access barrier work areas • Inconsistent application of speed restrictions and enforcement within roadwork zones • Inadequate protocols for emergency vehicle passage through or around barrier works 	4A	<p>[REDACTED]</p>	2M
10. Underground and Overhead Services Management	<ul style="list-style-type: none"> • Contact with underground utilities when driving posts or erecting sign gantries • Striking overhead powerlines with cranes or long barrier columns • Inadequate dial-before-you-dig and service locating processes for roadside corridors • Poor coordination with utility asset owners regarding protection or relocation of assets • Inaccurate or outdated services plans being relied upon during barrier installation • Lack of clear exclusion zones around live services 	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

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			[REDACTED]	
11. Fatigue, Rostering and Remote/After-hours Work	<ul style="list-style-type: none"> Extended shifts and night works leading to worker fatigue during barrier installation Inadequate journey management and commuting arrangements for remote roadwork locations Pressure to complete barrier stages rapidly during short traffic shutdown windows Lack of formal fatigue management policy for road construction crews Insufficient rest areas and amenities for workers on isolated sections of highway Supervisors not trained to recognise and manage fatigue risks 	3H	[REDACTED]	2M
12. Environmental and Weather Risk Management	<ul style="list-style-type: none"> Adverse weather conditions (rain, wind, heat, low visibility) impacting barrier installation safety Slippery or unstable ground conditions along verges and embankments Dust, noise and vibration from barrier works affecting visibility, communication and worker health Inadequate planning for heat stress or cold stress for roadside crews Working on steep batters or near watercourses without specific controls Environmental requirements (e.g. fauna, heritage) causing unplanned work changes without WHS reassessment 	3H	[REDACTED]	2M

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			[REDACTED]	
13. Health, Ergonomics and Manual Handling Systems	<ul style="list-style-type: none"> • Repetitive manual handling of barrier components and posts leading to musculoskeletal disorders • Poor ergonomic design of tools and equipment used for barrier installation • Inadequate systems for managing exposure to noise, vibration, dust and fumes during roadside works • Insufficient health monitoring for workers performing physically demanding tasks in challenging environments • Lack of structured approach to task rotation and workload management • Failure to consider long-term occupational health risks in project planning 	3H	<ul style="list-style-type: none"> [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] 	2M
14. Emergency Preparedness and Incident Response on Roadsides	<ul style="list-style-type: none"> • Lack of clear emergency response procedures for incidents within live traffic environments • Delayed emergency response due remote locations or poor access • Workers unsure how to respond to vehicle intrusions into work zones • Inadequate first aid, rescue equipment or trained personnel on remote barrier sites • Poor coordination with road authorities and emergency services during serious incidents • Failure to capture and act on incident learnings related to barrier installation and roadwork activities 	4A	<ul style="list-style-type: none"> [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] 	2M

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			[REDACTED]	
15. Inspection, Quality Assurance and Handover of Barriers	<ul style="list-style-type: none"> • Installed barriers not meeting design, manufacturer or standard requirements • Lack of systematic inspections leading to undetected defects in barrier alignment, height or anchorage • Inadequate documentation of as-built barrier installations for future maintenance and inspections • Commissioning processes not verifying interface between barriers and other roadside assets • Handover to asset owner without clear understanding of limitations and maintenance requirements • Quality issues only identified after incidents involving vehicles and barriers 	3H	[REDACTED]	1L
16. WHS Consultation, Communication and Worker Engagement	<ul style="list-style-type: none"> • Workers not involved in identification and control of risks associated with roadside barriers • Poor communication of changes in traffic staging, design or work methods • Language or literacy barriers affecting understanding of WHS instructions • Lack of effective health and safety representatives (HSRs) or consultation mechanisms • Near misses and minor incidents not reported due to poor safety culture • Confusion over communication protocols within noisy, linear and multi-contractor environments 	3H	[REDACTED]	2M

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			[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.