

**Roof Plumbing**

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			<b>Elimination</b> Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	<b>Substitution</b> 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.	<b>Engineering</b> 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:	
<b>4A</b>	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.
<b>3H</b>	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
<b>2M</b>	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
<b>1L</b>	Proceed, following standard operating procedures. Monitor and keep records.

  

Consequence Scale:			
Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
<b>Catastrophic</b>	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
<b>Major</b>	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
<b>Moderate</b>	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
<b>Minor</b>	First-aid only, no lost time	negligible delay	Isolated non-conformance
<b>Insignificant</b>	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, Duties and Consultation	<ul style="list-style-type: none"> <li>Unclear allocation of WHS duties between PCBU, principal contractor, supervisors and subcontract roof plumbers</li> <li>Absence of formal WHS policy specific to roof plumbing and work at height on construction sites</li> <li>Inadequate consultation mechanisms between management, workers and health and safety representatives (HSRs)</li> <li>Failure to ensure upstream PCBUs (builders, developers, designers) provide information about design and site-specific risks</li> <li>Poor integration of roof plumbing risks into the overall WHS management system for the project</li> <li>Inadequate review of compliance with Work Health and Safety Act 2011 and WHS Regulations</li> <li>No systematic process to track actions arising from safety meetings and audits</li> </ul>	4A	<ul style="list-style-type: none"> <li>Establish and implement a documented WHS management system that references obligations under the WHS Act 2011 and WHS Regulations for construction of high-risk work</li> <li>Define, document and communicate WHS roles, responsibilities and due diligence duties for officers, managers, supervisors and workers involved in roof plumbing</li> <li>Implement formal consultation arrangements including regular toolbox talks, pre-start meetings and access to HSRs with specific agenda items for roof plumbing risks</li> <li>Require PCBU/PCBU coordination agreements with principal contractors and other trades to clarify responsibilities for roof access, edge protection, crane lifts and exclusion zones</li> <li>Include roof plumbing risk controls in the project WHS plan, ensuring alignment with principal contractor site rules and emergency procedures</li> <li>Establish a WHS legal compliance register covering relevant Acts, Regulations, Codes of Practice and Australian Standards and review it at least annually</li> <li>Implement an action tracking system (e.g. WHS software or register) to allocate, monitor and close out corrective actions from inspections, meetings and incident investigations</li> <li>Undertake periodic management reviews of the WHS management system performance specific to roof plumbing activities</li> </ul>	2M
2. Contractor and Subcontractor Management	<ul style="list-style-type: none"> <li>Engagement of roof plumbing subcontractors without adequate verification of competency or licensing</li> <li>Lack of pre-qualification process for safety performance, insurance and high-risk work licences</li> <li>Inconsistent safety standards between different subcontractors on multi-contractor sites</li> <li>Inadequate review of subcontractor SWMS, risk assessments and procedures for roof works</li> <li>Poor supervision of subcontract crews, especially during peak workload periods</li> <li>Failure to verify that subcontractors provide and maintain compliant plant, equipment and PPE</li> </ul>	4A	<ul style="list-style-type: none"> <li>Implement a formal contractor pre-qualification process including WHS systems review, insurance, licences, incident history and references specific to roof plumbing</li> <li>Require submission and management review of contractor WHS documentation (WHS plans, SWMS, training records, equipment inspection records) prior to engagement</li> <li>Include WHS performance criteria and right-of-audit clauses in contracts with roof plumbing subcontractors</li> <li>Establish induction requirements for all subcontractor personnel, including verification of high-risk work licences (e.g. dogging, rigging, crane operation) and working at height training</li> <li>Implement a system of periodic on-site audits of subcontractors against agreed WHS standards and SWMS implementation</li> <li>Define minimum standards for plant, equipment and PPE in subcontractor agreements, including testing and tagging, maintenance records and design compliance certificates</li> <li>Use a subcontractor performance scorecard that includes leading indicators (inspections, training completion) and lagging indicators (incidents, near misses) to inform future engagement decisions</li> </ul>	2M



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5. Structural Integrity, Fragile Surfaces and Roof Access	<ul style="list-style-type: none"> <li>Unverified roof structural capacity leading to potential collapse or localised failure</li> <li>Undocumented presence of fragile roofing materials such as old fibre cement, polycarbonate or corroded sheeting</li> <li>Uncontrolled movement across purlins, battens and unsupported spans</li> <li>Inadequate design or installation of permanent or temporary access systems (stairs, ladders, walkways)</li> <li>Failure to isolate or protect skylights and penetrations from loads and foot traffic</li> </ul>	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L
6. Weather, Environmental and Site Conditions	<ul style="list-style-type: none"> <li>Work at height during high winds, rain, hail or extreme heat increasing risk of falls and heat stress</li> <li>Slippery roof surfaces from condensation, dust, debris, moss or chemical residues</li> <li>Sudden weather changes not captured by planning processes</li> <li>Glare, poor visibility or low-light conditions impacting footing and hazard awareness</li> <li>Lack of shade, hydration and heat-stress management for roof plumbers</li> </ul>	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L

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7. Plant, Tools and Equipment Management	<ul style="list-style-type: none"> <li>• Use of defective or unsuitable power tools, roll formers, crimpers and lifting equipment</li> <li>• Inadequate inspection, testing and tagging regime for electrical equipment used on roofs</li> <li>• Poorly maintained mobile plant (e.g. EWP's, telehandlers, forklifts) interacting with roof plumbing work zones</li> <li>• Uncontrolled use of temporary lifting devices or improvised material-handling equipment</li> <li>• Failure of mechanical aids leading to dropped loads or manual handling overload</li> </ul>	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L
8. Material Handling, Storage and Manual Tasks	<ul style="list-style-type: none"> <li>• Excessive manual handling of heavy or awkward materials and gutters leading to musculoskeletal disorders</li> <li>• Unsafe storage of roofing materials creating collapse or fall hazards at height and on the ground</li> <li>• Unplanned material movement due to wind, slope or inadequate restraint on roofs and vehicles</li> <li>• Lack of engineering controls to reduce repetitive movements and awkward postures</li> </ul>	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L

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9. Electrical, Services and Underground Asset Interfaces	<ul style="list-style-type: none"> <li>• Contact with overhead or nearby power lines during handling or lifting of long roof sheets and gutters</li> <li>• Penetrating hidden electrical or communication services when fixing through roofs or walls</li> <li>• Inadequate isolation of existing roof-mounted plant and services (HVAC, solar, antennas) during roof plumbing work</li> <li>• Lack of coordination with electricians and other trades leading to energised work areas</li> </ul>	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L
10. Hazardous Substances, Sealants and Environmental Management	<ul style="list-style-type: none"> <li>• Exposure to hazardous substances such as sealants, primers, cleaners, adhesives and corrosion treatments used in roof plumbing</li> <li>• Residual asbestos containing materials in older roofing components or flashings not identified prior to work</li> <li>• Inadequate ventilation when using volatile products in roof spaces and confined roof cavities</li> <li>• Uncontrolled release of contaminants, swarf, sealants or debris into stormwater systems</li> <li>• Lack of waste segregation leading to environmental non-compliance and secondary worker exposure</li> </ul>	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	1L

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11. Traffic, Public and Site Interface Management	<ul style="list-style-type: none"> <li>• Unauthorised public or client access to areas beneath or adjacent to roof plumbing work</li> <li>• Vehicle and mobile plant movements near roof access points and material loading zones</li> <li>• Falling objects from roof level affecting workers and members of the public</li> <li>• Inadequate signage and barricading on live operational sites or occupied buildings</li> </ul>	3H	[REDACTED]	1L
12. Worker Competency, Training and Supervision	<ul style="list-style-type: none"> <li>• Roof plumbers and labourers carrying out high-risk work without adequate competency or verification</li> <li>• Insufficient supervision or training in WHS requirements, hazard identification and incident response</li> <li>• Inadequate understanding of SWM and risk controls by workers due to literacy or language barriers</li> <li>• Lack of ongoing training for new technologies, materials and installation methods in roof plumbing</li> </ul>	4A	[REDACTED]	2M
13. Fatigue, Health and Fitness for Work	<ul style="list-style-type: none"> <li>• Roof plumbers working extended hours, multiple jobs or irregular shifts leading to fatigue</li> <li>• Workers attending site while unfit due to illness, injury, alcohol or other drugs</li> </ul>	3H	[REDACTED]	1L

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	<ul style="list-style-type: none"> <li>Insufficient systems to identify and manage health conditions that may affect safe work at height (e.g. vertigo, cardiac issues, medication side effects)</li> <li>Heat-related illness or dehydration not effectively managed at supervisory level</li> </ul>		[REDACTED]	
14. Emergency Preparedness and Rescue from Height	<ul style="list-style-type: none"> <li>Lack of a practicable rescue plan for falls from height or suspension in fall-arrest systems</li> <li>Inadequate emergency communication arrangements for crews working on remote or isolated roofs</li> <li>Workers and supervisors unaware of site-specific emergency procedures, access points and equipment</li> <li>Insufficient first aid resources or training relative to the risks and conditions</li> </ul>	3H	[REDACTED]	1L
15. Incident Reporting, Investigation and Continuous Improvement	<ul style="list-style-type: none"> <li>Under-reporting of near misses, minor incidents and unsafe conditions related to roof plumbing</li> <li>Superficial incident investigations that fail to identify systemic or management causes</li> <li>Lack of trend analysis for falls, manual handling injuries and equipment failures on roof work</li> </ul>	3H	[REDACTED]	1L

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	<ul style="list-style-type: none"> <li>• Slow or ineffective implementation of corrective actions, leading to repeat incidents</li> </ul>		[REDACTED]	
16. Documentation, Records and Compliance Assurance	<ul style="list-style-type: none"> <li>• Incomplete or inaccurate WHS documentation for roof plumbing activities (SWMS, inspections, permits, training records)</li> <li>• Inability to demonstrate compliance with WHS Act 2011, WHS Regulations and Codes of Practice during audits or regulatory inspections</li> <li>• Loss or poor control of critical records such as plant maintenance histories, design certification and test results</li> <li>• Outdated procedures and remaining in circulation and being applied on new projects</li> </ul>		[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>

**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/factsheets-and-resources/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.