Rubbish and Waste Disposal

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:

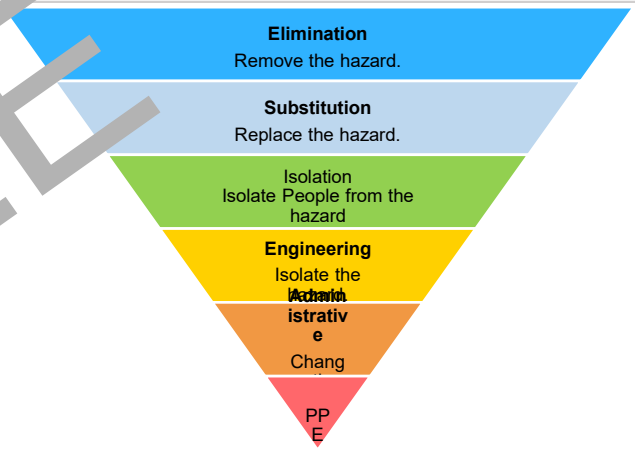
CLIENT OR PRINCIPAL CONTRACTOR DETAILS

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 Duties and Waste Management Policy	• Absence of a documented waste management and WHS policy leading to inconsistent practices across projects and sites • Failure by Officers to exercise due diligence under WHS Act 2011 in relation to rubbish and waste disposal systems • Unclear allocation of WHS responsibilities for waste streams, including construction debris, redundant equipment and skip bin operations • No integration of waste management obligations into overall Safety Management System (SMS) • Inadequate consultation with workers and health and safety representatives (HSRs) regarding waste handling and disposal risks • Failure to consider legislative requirements for controlled, regulated and hazardous wastes within policy (e.g. asbestos, chemicals, contaminated soil) • Poor coordination of WHS responsibilities between PCBUs (principal contractor, subcontractors and waste contractors • Lack of governance over changes in waste management arrangements (new skip bin provider, new disposal method) causing unmanaged risk	High	• Develop, approve and implement a corporate Waste Management and WHS Policy that clearly addresses rubbish and waste disposal, including building and construction debris, redundant equipment, excess and scrap materials, and operation of skip bins • Ensure Officers demonstrate due diligence under the WHS Act 2011 by regularly reviewing waste management risk information, resourcing controls, and verifying the effectiveness of systems via audits and performance reports • Define and document role responsibilities and accountabilities for all PCBUs and key roles (e.g. project managers, supervisors, contract managers, HSRs, waste coordinators) in relation to rubbish collection, removal of solid waste and skip bin use • Embed waste management requirements into the organisation's WHS Management System, including risk management, consultation, training, contractor management and incident reporting procedures • Establish formal consultation mechanisms with workers and HSRs (toolbox talks, WHS committee, pre-start meetings) that specifically include rubbish and waste disposal issues, such as handling large amounts of waste and emptying large trash containers • Integrate legal and regulatory requirements for different waste types into policy and supporting procedures, including environmental legislation, local council rules, and licensed facility requirements • Implement a management of change (MoC) procedure that triggers WHS review whenever waste contractors, skip bin arrangements, waste routes, or disposal facilities are changed • Set WHS objectives and targets relating to waste management (e.g. no recordable injuries from waste handling, 100% of sites with compliant skip bin arrangements) and review performance at management review meetings	Medium
2. Planning, Risk Management and Waste Strategy	• Failure to systematically identify and assess WHS risks associated with rubbish collection, removal of large debris and disposal of construction debris • No site-specific planning for location, access and capacity of skip bins and waste storage areas for large amounts of rubbish and waste • Inadequate consideration of peak waste volumes during demolition,	High	• Implement a formal WHS risk management procedure that requires identification, assessment and control of system-level risks associated with rubbish and waste disposal for each site or project • Prepare site-specific Waste Management Plans that include WHS risk considerations such as bin locations, collection frequency, traffic interfaces, and methods for removal of large debris and redundant equipment • Include waste generation forecasts in project planning (including demolition and fit-out phases) to ensure sufficient skip bin capacity, collection schedules and safe handling methods for excess and scrap materials	Medium

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	strip-out, shutdowns or project close-out when waste volumes and manual handling demands increase • Lack of planning for segregation of waste streams (general waste, recyclables, construction and demolition waste, metal scrap, redundant equipment, hazardous waste) • No formal process to forecast and plan for safe removal of large items, redundant equipment or bulky construction debris from upper levels or confined areas • Risks associated with poorly planned access for waste vehicles, including reversing, interaction with pedestrians and plant, and traffic congestion • Insufficient planning for emergency scenarios relating to waste (spillages, bin fires, chemical incompatibility, load shift within skip bins) • Poor coordination of multiple contractors generating waste on the same site, leading to c[illegible]ed waste areas and uncontro[illegible]d debris accumulation		• Plan for segregation of waste streams with clearly defined systems, including labelled bins or skips for different materials, and rules for controlled or hazardous wastes • Incorporate waste vehicle routes, turning circles, r[illegible]sing arrangements and exclusion zones into traffic management plans, ensuring separation from p[illegible]estrians and construction activities • Develop specific strategies for handling a[illegible]removing la[illegible]e or heavy items (e.g. use of mechanical lifting aids, waste chutes, cranes, or specialised w[illegible]e contr[illegible]ors) rather than ad-hoc manual handling • Include waste-related emergency scenarios in[illegible]ergency plan[illegible]g and drills, such as bin fires, chemical reactions in bins, spills from t[illegible]ed bins, or struct[illegible]l failure o[illegible]verloaded skip bins • Coordinate waste manageme[illegible]lanning with all P[illegible]on site, ensuring shared arrangements for rubbish removal, sk[illegible]and b[illegible]waste do not creat[illegible] new WHS hazards • Require peri[illegible]c review a[illegible]update[illegible]f Wast[illegible]anagement Plans as project stages change and new forms of was[illegible]e.g. redund[illegible]t plant, [illegible], demolition debris) arise	
3. Procurement and Contract Management for Waste Services	• Selection of waste c[illegible]ractors (for [illegible]p bins, rubbish removal, solid waste transport) based primarily on cost without adequate WHS [illegible] assessment • Waste service contracts that lack clear WHS obligations, performance expectations and incident reporting requirements • Use of inadequate or non-compliant skip bins, containers or waste vehicles that present structural or stability risks when loaded with building waste materials • Insufficient oversight of subcontracted waste operators, including drivers and	High	• Implement a structured procurement process for waste management services that includes a WHS prequalification assessment of potential providers, covering systems, incident history and legal compliance • Incorporate detailed WHS clauses into waste service contracts, specifying responsibilities for safe operation of skip bins, vehicle movements, loading/unloading methods, PPE expectations and incident notification requirements • Specify technical standards for skip bins, large trash containers and associated lifting mechanisms, ensuring they are fit for purpose for construction debris, heavy waste and large volumes of rubbish • Require evidence of contractor competency, including driver licences, verification of competency for skip bin operations and safe handling of construction and demolition waste • Mandate that waste contractors participate in site inductions, agree to site rules, and comply with local traffic management plans, including reversing protocols and spotter requirements where applicable • Establish a contract management process with regular performance reviews, joint inspections of waste areas, and discussion of WHS issues such as overloaded bins, unsafe access or near-misses	Medium

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	off-siders involved in removal of large debris and operation of skip bins • Inadequate verification of contractor licences, insurance, driver competency and equipment maintenance arrangements • Uncontrolled variation to waste service arrangements (e.g. different bin sizes, new collection times, alternative disposal sites) that introduces unmanaged WHS risks • Poor coordination between principal contractor and specialist waste contractors regarding site rules, induction and traffic management requirements • Risks arising from informal arrangements for waste removal (e.g. ad hoc scrap collections, unvetted operators removing redundant equipment or metal waste)		• Control and document all variations to waste service arrangements, ensuring WHS risks are reassessed before changes to bin sizes, collection times or disposal locations are implemented • Prohibit informal or unapproved waste removal arrangements by requiring all service providers handling rubbish, scrap materials or redundant equipment to be formally engaged and vetted under the contractor management system	
4. Training, Competency and Supervision	• Workers, including labourers and cleaners, not trained in safe systems for handling large amounts of rubbish and waste, emptying waste bins and operating around skip bins • Supervisors lacking competency to manage WHS risks associated with disposal of construction debris and removal of solid waste at site level • Inadequate induction for new workers and subcontractors regarding rubbish collection points, waste segregation rules and prohibited materials in general waste bins • Lack of specific training on manual handling, especially when emptying large trash containers or moving heavy bags of debris • No competency verification for personnel authorised to request, position or interact with skip bins and large waste containers	High	[redacted]	Medium

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	• Inconsistent supervision of waste handling tasks, allowing unsafe practices (overfilling bins, lifting over shoulder height, throwing debris into skips from height) to become normalised • Insufficient awareness of hazards from sharp or contaminated materials when removing rubbish or waste materials, leading to lacerations, puncture wounds or biological exposure • Failure to provide refresher training as waste systems, contractors or site layouts change		[redacted]	
5. Waste Infrastructure, Plant and Equipment Management	• Poorly designed or inadequately maintained waste infrastructure, such as damaged skip bins, unstable large trash containers, or deteriorated wheelie bins • Inappropriate selection or placement of bins for the volume and type of waste generated, leading to overfilling, spilla and unsafe manual handling • Lack of engineering controls to assist with emptying large trash iners or transferring heavy lo s into skip bins, resulting in increas risk of musculoskeletal ir ies • No formal inspection and maintena e regime for skip bins, bin lifters, compactors or associated lifting equipment • Inadequate control of plant interfaces where mobile plant, cranes or forklifts are used to handle or move waste containers • Use of makeshift storage for excess and scrap materials (piles of debris, ad hoc stacks) instead of suitable containers or racks • Inadequate ground conditions and structural support where heavy skip bins or waste containers are placed, leading to ground subsidence or roll-away risk	High	[redacted]	Low

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	• Absence of controls to prevent unauthorised access to compactors, bin lifters and other waste-related plant by untrained personnel			
6. Waste Handling Procedures, Segregation and Housekeeping Systems	• Lack of formalised procedures for disposing of waste properly, resulting in inconsistent practices between crews and shifts • Poor housekeeping around waste areas leading to trip hazards, blocked access, and accumulation of loose debris and scrap materials • Failure to segregate waste types appropriately, causing cross-contamination, environmental non-compliance and difficulty managing hazardous items • Bins and skip bins routinely overfilled above safe working level, increasing risk of falling debris when loading, moving or transporting • Improper storage of sharp, heavy or irregular items (e.g. steel off-cuts, broken concrete, redu[illegible] equipment) in general waste bi[illegible] not suited to their weight or geometr[illegible] • Uncontrolled dispo[illegible]quids, chemicals or incompatible materials [illegible]o general rubbish, creating fire, chem[illegible]al reaction or exposure risk[illegible] • Inconsistent systems for emptying large trash containers and waste bins, leading to ad-hoc manual lifts and fatigue • Inadequate process for timely removal of waste from work areas, causing cluttered workspaces and additional manual handling demands	[illegible]h	[redacted]	Medium
7. Traffic, Access and Interaction with Waste Vehicles	• Uncontrolled interaction between waste collection vehicles and workers or the public during rubbish removal and skip bin change-outs	High	[redacted]	Medium

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	• Inadequate traffic management plans for waste vehicle access, reversing and positioning of trucks near loading zones and bin areas • Poorly designed access routes for moving large waste containers or trolleys, requiring workers to negotiate slopes, uneven ground or congested areas • Lack of coordination of delivery schedules, resulting in waste vehicles arriving during peak pedestrian or construction activity times • Insufficient separation between mobile plant movements (e.g. forklifts, telehandlers) and waste handling activities in shared zones • Inadequate controls around public interfaces (footpaths, shared driveways) when skip bins are located near site boundaries or public access points • No system to ensure clearances from overhead powerlines, structures and services when positioning or exchanging skip bins • Limited visibility and poor lighting in waste access routes and areas, increasing risk of vehicle–pedestrian contact and slips, trips and falls		[redacted]	
8. Hazardous, Contaminated and Regulated Waste Management	• Unidentified hazardous materials being disposed of as general waste, including asbestos-containing materials, lead-based products or contaminated soil associated with construction debris • Improper segregation and labelling of hazardous or regulated waste streams leading to worker exposure or incompatible mixing in skip bins • Lack of procedures for handling waste that includes chemicals, paints, sealants or other hazardous substances used in construction and maintenance	High	[redacted]	Medium

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	• Inadequate training and guidance for workers and supervisors in identifying and escalating potential hazardous waste issues • Failure to use licensed waste contractors and approved disposal facilities for regulated waste types, resulting in legal non-compliance • Insufficient controls for biological or putrescible waste where food waste or sanitary materials are generated alongside construction rubbish • No process for decontaminating or safely disposing of redundant equipment or plant that may contain hazardous substances (e.g. oils, refrigerants, batteries) • Poor documentation and record keeping regarding hazardous waste quantities, locations and disposal pathways		[redacted]	
9. Health Monitoring, PPE and Exposure Controls in Waste Processes	• Exposure to dust, fibres and airborne contaminants generated when handling construction debris, emptying skip bins or moving large volumes of waste • Contact with biological contaminants, sharps or infectious materials inadvertently placed in general waste bins • Inconsistent use of personal protective equipment (PPE) such as gloves, safety footwear, eye protection and respiratory protection during rubbish removal • Cumulative musculoskeletal strain from repeated handling of heavy rubbish bags, large debris and waste containers over extended periods • Heat stress or cold exposure for workers routinely handling waste outdoors without adequate planning or controls • Lack of health monitoring where workers may be exposed to specific	High	[redacted]	Medium

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	hazardous substances associated with construction or demolition waste • Insufficient hygiene facilities and practices (handwashing, change rooms) for workers handling mixed or potentially contaminated waste • No system for reporting and managing incidents involving sharps, cuts or exposure to potentially infectious waste		[redacted]	
10. Incident Management, Monitoring and Continuous Improvement	• Under-reporting of near misses and minor incidents associated with rubbish and waste disposal, resulting in missed opportunities to improve systems • Lack of structured incident investigation processes for waste-related events such as bin roll-away, falling debris from skip bins or manual handling injuries during rubbish removal • No systematic monitoring or auditing waste management controls, leading t gradual degradation of standards and normalisation of unsafe practices • Ineffective commun ation of lessons learned from incid s, audits or contractor feedba across n nd sites • Performance metrics that focus on on cost or recycling rates and fail to ck WHS risk indicators asso with waste activities • Inadequate corrective action management, where waste-related hazards are identified but not closed out in a timely and verifiable manner • Lack of management review of the effectiveness of waste management systems within the broader WHS governance framework	Medium	[redacted]	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

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