

Scaffolding and Temporary Platforms

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. Governance, WHS Leadership and Legal Compliance	<ul style="list-style-type: none"> <li>Lack of clear organisational policy for scaffolding and temporary platforms</li> <li>Failure to comply with WHS Act 2011, WHS Regulations and relevant Australian Standards (e.g. AS/NZS 1576, AS/NZS 4576)</li> <li>Inadequate allocation of WHS responsibilities for scaffolding and temporary platforms</li> <li>Insufficient consultation with workers and Health and Safety Representatives (HSRs) on scaffold risks</li> <li>Poor integration of scaffolding risk management into the broader WHS management system</li> <li>Inadequate monitoring of Principal Contractor and subcontractor compliance obligations</li> <li>Inadequate verification of authorised person for design approval, inspection and handover of platforms</li> </ul>	4A	<ul style="list-style-type: none"> <li>Develop and endorse a scaffolding and temporary platforms governance procedure aligned with the WHS Act 2011 and WHS Regulations</li> <li>Define and document WHS roles, responsibilities and delegations for PCBU, officers, supervisors, scaffolders and users of platforms</li> <li>Establish a formal consultation framework with workers and HSRs regarding platform design, erection, modification and use</li> <li>Adopt and reference applicable Australian Standards and Codes of Practice in organisational policies for scaffolding and temporary platforms</li> <li>Implement an internal audit and assurance program to regularly review compliance with scaffold-related legal and company requirements</li> <li>Require written confirmation from Principal Contractor and relevant PCBUs that scaffolding arrangements meet site-specific WHS requirements</li> <li>Ensure management review of scaffolding risk performance indicators (inspections, incidents, near misses and non-conformances) at set intervals</li> </ul>	3H
2. Design, Engineering and Load Capacity Management	<ul style="list-style-type: none"> <li>Use of non-engineered or ad-hoc temporary work platforms, trestles and gantries</li> <li>Inadequate structural design result in overloading, collapse or excessive deflection</li> <li>Failure to account for dynamic loads, stacked materials, wind loading and impact forces</li> <li>Inappropriate modification of proprietary scaffolding systems without engineering approval</li> <li>Use of incompatible components from different scaffold systems</li> <li>Lack of formal design verification for complex, suspended or cantilevered platforms</li> </ul>	4A	<ul style="list-style-type: none"> <li>Implement a mandatory design approval process for all scaffolds and temporary platforms beyond basic configurations, including sign-off by a competent engineer where required</li> <li>Adopt only proprietary scaffold and trestle systems that comply with relevant Australian Standards and manufacturer specifications</li> <li>Maintain a design register capturing drawings, calculations, load ratings and design change records for platforms, trestles and gantries</li> <li>Prohibit mixing of components from different scaffold systems unless verified as compatible and approved by a competent person</li> <li>Require documented engineering review for suspended, cantilevered, hanging or high-risk temporary platforms</li> <li>Specify maximum intended loads and usage limits on design documents and platform signage, including restrictions on materials storage</li> <li>Embed a formal management of change process for any modification, extension or reconfiguration of existing platforms, requiring review of load paths and stability</li> </ul>	2M

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	<ul style="list-style-type: none"> <li>Inadequate design for access/egress (ladders, stair towers, hop-ups) creating entrapment or fall risks</li> </ul>			
3. Procurement, Hire and Equipment Quality Control	<ul style="list-style-type: none"> <li>Procurement of substandard or non-compliant scaffold components and trestles</li> <li>Use of damaged, corroded or structurally compromised items due to poor asset control</li> <li>Inadequate verification of hired scaffolding systems and temporary platforms</li> <li>Lack of traceability for components, leading to mixed and incompatible systems</li> <li>Failure to ensure guardrails, toeboards, access systems and stabilisers are included with hired platforms</li> </ul>	3H	<ul style="list-style-type: none"> <li>Establish procurement standards requiring all scaffold and platform equipment to be certified to relevant Australian Standards and manufacturer's specifications</li> <li>Pre-qualify scaffold suppliers and hire companies via a documented WHS due diligence process, including evidence of compliance and maintenance systems</li> <li>Implement an equipment acceptance inspection process on delivery, with checklists to verify condition, compliance, completeness and compatibility</li> <li>Maintain an asset register for scaffold and trestle components, including identification, inspection status and retirement criteria</li> <li>Set clear criteria for rejection and quarantine of damaged or non-compliant equipment, including tagging and removal procedures</li> <li>Include contractual clauses with hire providers requiring provision of up-to-date manuals, load ratings and engineering data for proprietary systems</li> </ul>	2M
4. Contractor and Scaffolder Competency Management	<ul style="list-style-type: none"> <li>Use of scaffolders without appropriate High Risk Work Licence (HRWL) or verification of competency</li> <li>Inadequate skills in erecting, altering and dismantling complex platforms and trestle systems</li> <li>Poor understanding of loadings, bracing, ties and platform stabilisation requirements</li> <li>Inconsistent work practices between subcontractor crews leading to variable safety standards</li> <li>Insufficient supervision of apprentices, trainees and labour hire workers involved with platforms</li> </ul>	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
5. Planning, Design Review and Job-Specific Risk Management	<ul style="list-style-type: none"> <li>Inadequate pre-planning for access to raised and high-level platforms</li> <li>Failure to identify interaction with other trades, mobile plant, cranes or overhead services</li> <li>Poor coordination of platform erection with construction staging and structural stability</li> </ul>	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M

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	<ul style="list-style-type: none"> <li>Lack of site-specific risk assessment for unusual building geometry or restricted spaces</li> <li>Inadequate planning for emergency egress and rescue from elevated platforms</li> </ul>		[REDACTED]	
6. Access, Egress and Working at Height Systems	<ul style="list-style-type: none"> <li>Inadequate systems controlling access to raised platforms, trestles and gantries</li> <li>Uncontrolled access by unauthorised or untrained persons to high-level platforms</li> <li>Poorly designed access routes leading to trips, missteps or falls from height</li> <li>Absence of systematic controls for preventing falls from platforms, hop-ups and edge locations</li> <li>Use of ladders or makeshift means to access platforms contrary to design</li> </ul>	4A	[REDACTED]	2M
7. Platform Erection, Alteration and Stabilisation Management	<ul style="list-style-type: none"> <li>Systems failures in managing how platforms, trestles and gantries are erected and stabilised</li> <li>Insufficient controls over tying, bracing and anchoring to the supporting structure</li> <li>Inadequate procedures for changing platform configuration, height or bay length</li> <li>Lack of defined responsibility for ensuring stabilisers and outriggers are installed and maintained</li> <li>Inconsistent use of manufacturer instructions and engineering drawings during erection</li> </ul>	4A	[REDACTED]	2M
8. Temporary Work Platforms, Trestles and Gantries Management	<ul style="list-style-type: none"> <li>Systemic underestimation of risks associated with smaller temporary work platforms and trestles</li> </ul>	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> <li>• Use of trestles and planks in configurations not covered by manufacturer instructions</li> <li>• Inadequate control over platform spacing, plank overhang and guardrail requirements</li> <li>• Lack of procedures addressing movement or instability of mobile platforms and gantries</li> <li>• Poor delineation between low-level and high-level temporary platform risk controls</li> </ul>		[REDACTED]	
9. Inspection, Handover and Tagging Systems	<ul style="list-style-type: none"> <li>• Platforms being used before completion, inspection or handover by a competent person</li> <li>• Inconsistent or undocumented inspection routines for scaffolds and temporary platforms</li> <li>• Defective or altered platforms remaining in service due to poor tagging or status identification</li> <li>• Failure to identify and correct damage from impact, weather or unauthorised modifications</li> <li>• Inadequate records around periodic inspections, repairs and sign-offs</li> </ul>		[REDACTED]	2M
10. Load Management, Material Handling and Housekeeping on Platforms	<ul style="list-style-type: none"> <li>• Overloading of scaffolds, trestles or temporary platforms due to poor control of materials storage</li> <li>• Inadequate systems for managing movement of materials onto and off high-level platforms</li> <li>• Trip hazards from tools, offcuts and debris causing falls on or from platforms</li> <li>• Lack of controls for distributing loads evenly across platforms and bays</li> <li>• Dropped objects from elevated platforms impacting persons below</li> </ul>	3H	[REDACTED]	2M

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			[REDACTED]	
11. User Training, Induction and Behavioural Controls	<ul style="list-style-type: none"> <li>Workers accessing and working on platforms without adequate training in platform risks and controls</li> <li>Normalisation of unsafe behaviours such as climbing guardrails, moving planks or removing components</li> <li>Misunderstanding of platform tags, signage and exclusion zones</li> <li>Fatigue, rushing or production pressure leading to bypassing of safe access requirements</li> </ul>	3H	[REDACTED]	2M
12. Environmental and Site Condition Management	<ul style="list-style-type: none"> <li>Adverse weather (wind, rain, lightning) affecting stability and safe use of raised platforms</li> <li>Ground conditions / slab capacity inadequate to support scaffold and trestle loads</li> <li>Poor lighting around access points leading to slips, trips and falls</li> <li>Exposure to overhead services or live edges near platforms</li> <li>Accumulation of mud, ice, dust or overspray on decks increasing slip risk</li> </ul>	3H	[REDACTED]	1L
13. Interaction with Other Work Activities and Traffic Management	<ul style="list-style-type: none"> <li>Mobile plant, vehicles or cranes contacting or destabilising platforms and scaffolds</li> <li>Simultaneous operations beneath or adjacent to platforms without coordination</li> <li>Uncontrolled public or visitor access near temporary platforms and gantries</li> </ul>	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> <li>Vibration from nearby works compromising stability of trestles or temporary supports</li> </ul>		[REDACTED]	
14. Emergency Response, Rescue and Incident Management	<ul style="list-style-type: none"> <li>Delayed response to falls from height or platform collapses due to poor planning</li> <li>Lack of capability to perform prompt rescue from high-level platforms, trestles or gantries</li> <li>Inadequate communication systems for workers on remote or isolated platforms</li> <li>Insufficient incident investigation processes to address systemic failure</li> </ul>	3H	[REDACTED]	2M
15. Monitoring, Review and Continuous Improvement of Platform Safety Systems	<ul style="list-style-type: none"> <li>Failure to detect emerging risks or recurring non-conformances in platform management</li> <li>Outdated procedures and controls not reflecting current legislation, standards or technology</li> <li>Limited use of data from inspections, incidents and worker feedback to improve systems</li> <li>Complacency due to long periods without serious incidents involving platforms</li> </ul>	3H	[REDACTED]	2M

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.