Severe Weather Cyclones and High Wind Safety

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:

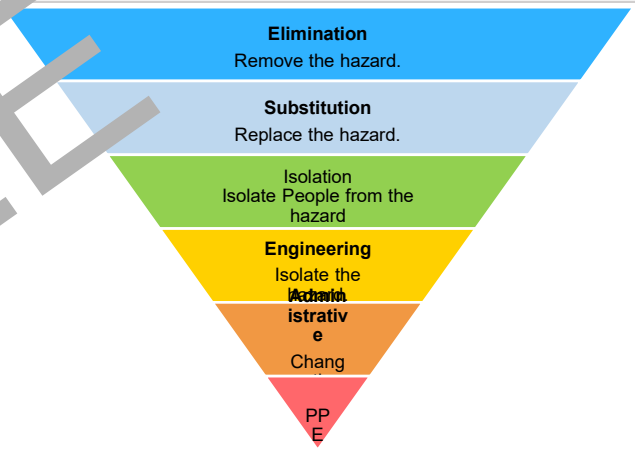
CLIENT OR PRINCIPAL CONTRACTOR DETAILS

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. Extreme Weather Risk Governance & Legal Compliance	• Absence of a documented cyclone and high-wind risk management plan aligned with WHS Act 2011 and WHS Regulation • Lack of clear executive accountability and due diligence for severe weather risk controls • Inadequate integration of cyclone and high-wind risks into the organisation's WHS management system and risk register • Failure to consult with workers and Health and Safety Representatives (HSRs) on extreme weather procedures • Non-compliance with local planning instruments, building codes and critical infrastructure requirements for cyclonic regions • Insufficient review of lessons learnt from previous severe weather events and near misses	4A	• Develop, endorse and implement a Severe Weather (Cyclones, Storms and High Wind) WHS Management Standard approved by senior management and aligned with the WHS Act 2011 due diligence obligations • Formally incorporate cyclone and high-wind risks into the corporate and site WHS risk registers with defined risk owners and review dates • Establish a governance framework requiring annual management review of extreme weather controls, including audit findings and incident data • Implement a documented consultation process with workers and HSRs on the development, testing and review of severe weather procedures • Ensure all sites in cyclone-prone areas reference relevant Australian Standards, the National Construction Code and local authority requirements for wind and cyclonic design loads • Mandate post-season and post-event reviews to capture lessons learnt, update risk assessments and communicate changes to affected workers	3H
2. Weather Monitoring, Warning Systems & Triggers	• Reliance on ad hoc or informal monitoring of severe weather and wind forecasts • Failure to detect escalating wind speeds or approaching cyclones in sufficient time to implement controls • Unclear or non-existent trigger points for escalating controls or ceasing work in strong wind conditions (e.g. above 34 knots) • Inadequate systems for distributing BOM warnings, watch and alert information to field workers and supervisors • Overreliance on individual supervisor judgement without objective criteria or tools	4A	• Implement a formal weather monitoring procedure requiring use of Bureau of Meteorology (BOM) cyclone outlooks, warnings, storm alerts and wind forecasts for planning activities • Define clear wind-speed and cyclone alert trigger levels (e.g. strong wind warnings, gale warnings, cyclone watch and warning) that dictate specific operational responses, including staged stand-down • Deploy calibrated on-site anemometers or reliable local weather station feeds for real-time wind speed readings where high-wind work is undertaken • Integrate automated weather alerts into existing communication platforms (e.g. SMS, email, radio broadcast) for supervisors and key personnel • Provide training to supervisors on interpreting BOM data, wind gust information and applying organisational trigger action response plans • Require documented daily pre-start weather checks during cyclone season, recorded in site logs or digital apps	2M
3. Cyclone & High-Wind Emergency Planning and Response	• Lack of a documented Cyclone and High Wind Emergency Response Plan for each site or facility	4A	• Develop site-specific Cyclone and Severe Wind Emergency Response Plans that detail alert stages, shutdown sequences, refuge arrangements and evacuation routes	2M

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	• Unclear decision-making authority for ceasing work, shutting down operations and evacuating • Inadequate coordination with local emergency services and community cyclone/hurricane plans • Failure to plan for rapid deterioration of conditions and sudden severe gusts • Insufficient site drills and exercises to test emergency response in extreme weather scenarios		• Formally assign decision-making authority and delegation thresholds for activating cyclone plans, ceasing high-risk tasks and ordering stand-down • Align emergency plans with regional disaster man ment arrangements and ensure up-to-date contact lists for emergency services and critical supplier • Include contingencies for rapid-onset sev storms (e.g icrobursts, squall lines) that may require immediate shelter-in-place rather than full ev uation • Conduct scheduled desktop exercises and fie ills prior to ea cyclone season to test communication, decision-mak g and shelter/evac tion proc ures • Maintain an emergency equip nt inventory (e.g. s, first aid, radios, sandbags) with periodic checks and replen	
4. Facilities, Structures & Engineering Integrity in Cyclonic Conditions	• Buildings, sheds, containers and temporary structures not designed or verified for local cyclonic and high-wind design loads • Inadequate inspection and maintenance of roofs, wall cladding, fixings and tie-downs • Use of non-engineered demountable structures, tents or marquees in wind-prone work areas • Failure of overhead uctures, signage, hoardings façade elements during extreme gu • Inadequate engine g assessme of cranes, elevated platforms and tall nt under high wind conditions		[redacted]	2M
5. Securing Plant, Equipment, Materials & Loose Objects	• Loose materials, tools and equipment becoming airborne projectiles in strong winds • Inadequate systems to secure scaffolding components, formwork, pallets, gas cylinders and waste bins ahead of storms • Insufficient design and verification of tie-down systems for containers, portable buildings and storage racks	4A	[redacted]	2M

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	• Failure to plan for de-energising and safe parking of mobile plant before cyclone impacts • Relying on last-minute manual securing tasks under deteriorating weather conditions		[redacted]	
6. Work in Wind-Exposed Areas, Heights & Lifting Operations	• Systemic failure to restrict work at heights or on exposed structures in high-wind conditions (e.g. above 34 knots) • Inadequate lift planning for cranes and hoisting operations with respect to wind ratings and gust factors • Failure to account for wind load on large surface area items (panels, sheeting, formwork) being handled or installed • Insufficient engineering and procedural controls for scaffolds and temporary access systems under strong wind conditions • Organisational pressure to continue critical-path works despite unsafe wind conditions	4A	[redacted]	2M
7. Workforce Competency, Training & Awareness in Extreme Weather	• Lack of worker understanding of cyclone stages, wind warnings and organisational response triggers • Inadequate training in site-specific severe weather procedures, shelters and evacuation routes • Supervisors not competent in dynamic risk assessment for changing wind and storm conditions • New starters, contractors and visitors unaware of local cyclone/hurricane risks and controls • Complacency due to previous 'near miss' seasons without major cyclone impacts	3H	[redacted]	2M

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8. Communication, Alerts & Worker Accountability	• Inadequate communication channels to rapidly inform field personnel of changing wind conditions or cyclone alerts • Unclear roles and responsibilities for issuing stand-down orders and confirming workforce status • Failure to account for workers in dispersed or remote locations during extreme weather • Over-reliance on a single communication mode (e.g. mobile phones) that may fail during storms • No formal system to confirm that high-risk activities have ceased when wind thresholds are exceeded	4A	[redacted]	2M
9. Journey Management, Remote Work & Off-Site Exposure	• Workers travelling to or from work sites during cyclone approach, severe storm or strong wind warnings • Inadequate journey management planning that does not fac[illegible] forecast weather and road clo[illegible]es • Remote or isolat[illegible] workers exposed to rapidly deteriorati[illegible]ondi[illegible] support • Poor coordination with accommo[illegible]ion providers or labour hire c[illegible] regarding shelter and evacuation • Failure to control attendance expectations when authorities advise to stay off roads or shelter in place	3H	[redacted]	2M
10. Fatigue, Rostering & Decision-Making Under Extreme Weather Stress	• Extended work hours and compressed timeframes prior to cyclone landfall leading to fatigue and poor decision-making • Management or contractor pressure to 'get the job finished' before storms, undermining safe planning	3H	[redacted]	2M

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	• Inadequate rostering of critical roles (e.g. emergency coordinators, supervisors) during cyclonic conditions • Stress and anxiety impacting worker concentration during periods of severe weather warnings • Lack of specific guidance for safe work durations and rest breaks when operating in challenging windy conditions		[redacted]	
11. Contractor, Visitor & Supply Chain Management in Cyclone Season	• Contractors operating under incompatible or weaker severe weather procedures than the principal organisation • Visitors and short-term specialists unaware of site cyclone and strong wind conditions requirements • Essential supplies, fuel and emerger[illegible] equipment not available due to disrupt[illegible] supply chains during storms • Inadequate coordinati[illegible]and-dow[illegible] and re-start decisio[illegible]between client and contractors • Lack of contractua[illegible]ns requ[illegible]g compliance with cyclone and high-wi[illegible] management plans	[illegible]H	[redacted]	2M
12. Site Layout, Access, Egress & Shelter-In-Place Provisions	• Poor site layout leading to exposure to flying debris, falling objects or flooding during cyclones and high winds • Insufficient designated cyclone-rated shelter areas or refuges for the number of workers on site • Blocked or poorly signposted evacuation routes and muster points susceptible to windborne debris • Inadequate separation of hazardous inventories (e.g. chemicals, gas cylinders) from occupied shelters	3H	[redacted]	2M

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	• Failure to consider high-wind direction and prevailing storm paths when planning key access and egress routes		[redacted]	
13. Electrical, Utilities & Critical Infrastructure Resilience	• Loss of power, communications and essential services during cyclones and storms impacting safety systems and emergency response • Damage to overhead powerlines, transformers and exposed electrical installations from high winds and debris • Flooding or water ingress into electrical switch rooms and plant rooms due to heavy rain accompanying cyclones • Failure of backup power generation or UPS systems when needed • Inadequate isolation procedures for damaged electrical infrastructure post event	4A	[redacted]	2M
14. Post-Event Re-Entry, Damage Assessment & Recovery Operations	• Premature return to sites following cyclones or severe storms without formal structural and clearance • Uncontrolled exposure to hidden damage, weakened structures and residual high-wind gusts • Lack of systematic inspection protocols for debris, contamination, sharp objects and unstable ground conditions • Pressure to recommence production before critical WHS repairs and clean-up are completed • Poor coordination of multiple contractors and services personnel during recovery works	4A	[redacted]	2M

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15. Documentation, Audit, Continuous Improvement & Data Management	• Outdated or inconsistent severe weather procedures, checklists and plans across business units • Lack of systematic auditing of cyclone and high-wind control measures and preparedness • Poor record keeping of weather-related incidents, near misses and lessons learnt • Failure to integrate extreme weather learnings into broader WHS management system improvements • Overdependence on key individuals with undocumented local knowledge of storms and cyclones	3H	[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

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