Shed Construction			
Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

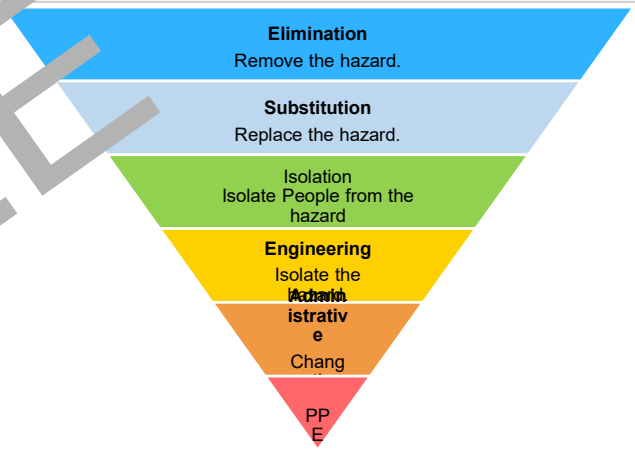
THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE PROJECT		
Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.		
Full Name:		
Signature:	Title:	Date:

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. WHS Governance, Roles and Consultation	• Unclear WHS responsibilities between PCBU, principal contractor, subcontractors and designers leading to gaps in risk controls • Inadequate consultation with workers, health and safety representatives (if any) and subcontractors on shed construction risks • Absence of a documented WHS management plan for shed and roof/awning projects as required for construction work • Poor integration of WHS requirements into project planning, procurement and scheduling decisions • Failure to monitor and review WHS performance, incident trends and corrective actions • Multiple PCBUs on site not cooperating and coordinating activities as required by WHS Act 2011	4A	• Establish and implement a project-specific WHS management plan for shed construction, roof and awning works in accordance with WHS Regulation (Construction Work) requirements • Define and document WHS roles, responsibilities and accountabilities for officers, project manager, supervisors, leading hands and subcontractors • Include WHS governance requirements within contracts and purchase orders, clearly specifying duties, reporting lines and minimum WHS standards for contractors • Implement a structured WHS consultation process (toolbox talks, pre-starts, HSR forums, site meetings) that specifically addresses structural steel erection, roofing and awning hazards • Develop a schedule for WHS inspections, audits and management reviews, including verification of SWMS implementation and engineering controls on site • Ensure PCBU coordination and coordination arrangements are documented (e.g. interface agreements, coordination meetings, shared risk registers) for multi-contractor sites • Maintain a centralised WHS risk register for all shed, carport and pergola projects, updated following incidents, near misses and significant design changes • Provide officer due diligence training to directors and senior managers to ensure they understand and fulfil their obligations under the WHS Act 2011	2M
2. Design, Engineering and Structural Integrity Management	• Non-compliant structural design of sheds, roofs, carports and pergolas leading to collapse risk under wind, snow or imposed loads • Inadequate engineering certification for steel members, footings, connections and bracing systems • Design not suitable for local site conditions (wind region, terrain category, corrosion environment, soil type) • Insufficient detailing of connection tolerances leading to unsafe site modifications or improvisation • Failure to incorporate safe design principles for erection, temporary stability and future maintenance access • Design changes made on site without engineering review or documentation • Use of incompatible materials or fixings that compromise structural performance	4A	• Ensure all shed, roof, awning, carport and pergola designs are completed or verified by a suitably qualified structural engineer competent in relevant Australian Standards (e.g. AS/NZS 1170, AS 4100, AS 4600, AS 1720, AS 3600 as applicable) • Implement a formal design control procedure including design briefs, design reviews, verification, and sign-off prior to procurement or construction • Maintain a register of engineering certifications, calculations and drawings for each project, including wind region classification, terrain category and footing design criteria • Specify minimum engineering requirements in procurement documents, including connection details, member sizes, bracing layout and corrosion protection systems • Adopt safe design principles by requiring engineers and designers to consider constructability, temporary bracing requirements and fall protection anchor points during design • Implement a documented change management process requiring engineering review and written approval for any site design variations or substitutions of materials or fixings • Use only tested and approved fixing systems in accordance with manufacturer's data and engineering specifications; maintain technical data sheets on file • Conduct periodic independent engineering or third-party design reviews for complex or high-risk structures (e.g. large-span or high awnings)	2M

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	(e.g. untested anchors, incorrect fasteners)			
3. Procurement, Supplier and Contractor Management	• Sourcing low-cost, sub-standard structural steel, roofing materials or fixings that do not meet Australian Standards • Engaging contractors without verifying licences, competencies, insurance and WHS history • Inadequate specification of WHS performance requirements in procurement documents • Inconsistent use of pre-qualified or vetted suppliers and installers for shed and awning works • Failure to obtain and review product certifications, test reports and compliance declarations • Use of imported kit sheds or components that are not engineered f Australian conditions	3H	• Implement a formal supplier and contract re-qualifica n system including WHS performance, licences, insurances, references and evidenc f rele t experience in shed and roof construction • Include detailed WHS requirements in procure t and subco act agreements, including compliance with WHS Act 2011, relevant gulations, Codes Practice d Australian Standards • Require declarations of confor y, engineering ce es and material test reports for structural steel, fasteners, concrete and ing systems before use on site • Establish a pproved pr cts list structural and roofing components, limiting procurement to verified and c pliant item • Ass contrac SWMS, WHS management systems and incident history prior to engagement, and requir ification here deficiencies are identified • Includ performanc ased WHS key performance indicators (KPIs) and right-of-audit clauses in contract with tical su pliers and installers • hibit ubstitu n of specified structural components or fixings without documented engineering appro d management sign-off	1L
4. Site Selection, Planning and Layout Management	• Selection of unsuita building locations subject t ooding, unstable ground or excessi wind exp • Inadequate geotech al informatio resulting in footing failure or slab movement • Poor site layout leading to conflicts between vehicles, cranes, workers and public areas • Insufficient planning for erection space, laydown areas, material storage and crane reach • Lack of consideration of overhead and underground services, easements and boundaries • Inadequate separation between construction work and occupied buildings or public access areas	3H	[redacted]	1L

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5. Foundation, Slab and Footing Systems Management	• Inadequate footing design, reinforcement or concrete strength leading to settlement or structural instability • Incorrect set-out of hold-down bolts or footing locations requiring unsafe on-site modifications • Lack of verification that concrete strength and curing time meet design assumptions before erection of shed frame • Failure to control quality of grout, anchors and baseplate installation • Inadequate inspection system for footings and slabs prior to standing structural steel or posts	3H	[redacted]	2M
6. Structural Steel, Frame Erection and Temporary Stability Systems	• Inadequate temporary bracing or stability systems leading to frame collapse during erection • Poorly managed sequence of erection causing overloading or instability of partial structures • Lack of standardised system for inspection and sign-off of erected frames prior to roofing and cladding • Uncontrolled modification of members or connections on site to make components fit • Insufficient planning of lifting points, rigging configuration and frame pre-assembly methods • Inadequate management of works in high-wind conditions during frame erection	4A	[redacted]	2M

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
7. Working at Height and Fall Prevention Systems	• Lack of systematic approach to fall prevention when installing roof sheeting, gutters, awnings and pergola structures • Reliance on PPE-only solutions (harnesses) without prioritising higher-order controls such as edge protection or elevated work platforms • Inadequate design and certification of fall arrest anchor points on steel sheds and awnings • Poor planning for safe access to roof areas for installation, inspection and maintenance • Inconsistent SWMS quality and supervision for high-risk construction work involving work at height • Failure to manage fragile surfaces (e.g. skylights, polycarbonate sheeting) and unprotected roof openings	4A	[redacted]	2M
8. Plant, Equipment and Lifting Operations Management	• Use of unsuitable or poorly maintained plant for steel erection [illegible] installation (e.g. EWP, forklifts, telehandlers, truck-mounted cranes) • Inadequate planning [illegible] operations for frames, beams, roof packs and prefabricated modules • Lack of pre-use inspection [illegible] for lifting gear, slings, spreader bars and attachment points • Uncontrolled interaction between mobile plant, pedestrians and other site activities • Insufficient verification of operator competencies, licences and high-risk work authorisations • Failure to manage out-of-service plant, defects and isolation effectively	3H	[redacted]	1L

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
9. Material Handling, Storage and Manual Task Management	• Poorly controlled storage of steel members, purlins, roof sheets and awning components leading to instability, collapse or dropped objects • Manual handling of long or heavy components without appropriate equipment or team lifts • Lack of systems for safe unloading of trucks and movement of large packs around the site • Inadequate planning for prefabrication and modularisation to reduce manual handling • Exposure to sharp edges, burrs and unprotected steel during handling and assembly	3H	[redacted]	2M
10. Environmental Conditions, Weather and Site Security Management	• Lack of systematic monitoring of wind, rain and heat conditions leading to unsafe erection or roofing activities • Inadequate procedures for ceasing work in high winds, storms or lightning when installing roofing and awnings • Poor control of dust, noise and stormwater impacts on neighbours and the environment • Unsecured site after hours leading to public access to partially erected structures or stored materials • Inadequate lighting for early morning or late afternoon work, increasing risk of slips, trips and falls	3H	[redacted]	1L
11. Hazardous Chemicals, Welding and Hot Work Management	• Uncontrolled use of welding, cutting and grinding during modifications to steel frames, awnings and pergola structures • Inadequate storage, labelling and handling systems for adhesives,	3H	[redacted]	2M

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	sealants, paints, solvents and gas cylinders • Lack of hot work permits and fire watch arrangements near combustible materials or completed structures • Exposure to welding fumes, galvanised coatings and silica dust from cutting sheeting or concrete • Failure to maintain Safety Data Sheets (SDS) and chemical registers for site activities		[redacted]	
12. Electrical, Utilities and Services Management	• Contact with overhead powerlines during lifting, frame erection or roof sheet handling • Damage to underground services (power, water, gas, communications) during footing or slab wor • Uncontrolled use o temporary electrical installati s, extension leads and portable equip nt • Insufficient RCD protection and tes g of portable electrical tools and lead • Lack of coordination wit providers and building owner regarding existing services and isolations	3H	[redacted]	1L
13. Traffic, Public Interface and Neighbouring Property Risk Management	• Uncontrolled movement of delivery trucks, cranes and contractor vehicles in public or shared access areas • Insufficient separation between construction operations (e.g. frame erection, roofing) and public walkways, neighbouring dwellings or carparks	3H	[redacted]	2M

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
	• Lack of traffic management planning for busy residential streets, farms or commercial sites • Risk of falling objects (tools, fixings, sheeting) impacting public or neighbouring property during roof and awning installation • Inadequate communication with neighbours and clients regarding high-risk phases, noise and restricted access		[redacted]	
14. Worker Competency, Training and Supervision Systems	• Workers and subcontractors performing high-risk tasks (e.g. steel erection, roofing, EWP operation) without sufficient competency or verification • Inadequate supervision of new or inexperienced workers on complex shed and awning projects • Lack of structured induction covering site rules, specific shed construction hazards and emergency procedures • Poor retention of training records and licences, leading to reliance on verbal claims of competency • Insufficient focus on soft skills such as hazard perception, communication and stop-work authority	3H	[redacted]	1L
15. Fatigue, Health and Psychosocial Risk Management	• Extended working hours, travel times to remote or regional shed sites and weekend work leading to fatigue • Pressure to meet tight construction deadlines for clients, impacting risk-taking and decision-making • Exposure to heat, sun and physically demanding work on roofs and steel frames causing dehydration and heat stress • Poor management of psychosocial risks such as bullying, poor communication and conflict on multi-contractor sites	3H	[redacted]	2M

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	• Lack of processes to manage workers with pre-existing health conditions that may affect work at height or heavy manual tasks		[redacted]	
16. Emergency Preparedness, Incident Management and First Aid	• Inadequate planning for emergencies such as falls from height, structural collapse, fire, severe weather or medical events • Lack of suitable rescue plans for workers using fall arrest systems on sheds and awnings • Insufficient first aid resources or trained first aiders for remote or dispersed shed construction sites • Poor incident reporting culture leading to under-reporting of near misses and hazards • Failure to investigate significant incidents to identify root causes and implement corrective a...	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