Treat Tree Diseases			
Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

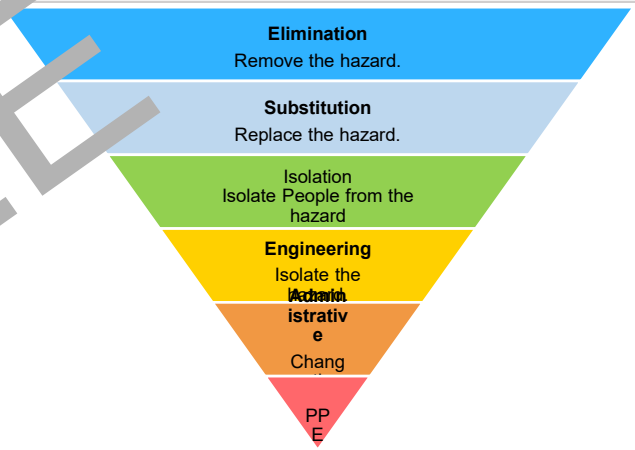
THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE PROJECT		
Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.		
Full Name:		
Signature:	Title:	Date:

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, Legal Compliance and Duty of Care	• Lack of a documented WHS management system for tree disease treatment activities, leading to ad hoc decision-making • Failure to identify and comply with WHS Act 2011, WHS Regulations and applicable Codes of Practice (e.g. Managing Risks of Hazardous Chemicals, Managing the Risk of Falls at Workplaces, First Aid in the Workplace) • Unclear allocation of WHS duties between PCBUs, principal contractors, subcontract arborists and consultants • Inadequate consultation, cooperation and coordination between multiple PCBUs (e.g. council, contractor, pesticide supplier) • Absence of clear WHS objectives and performance indicators specific to tree disease diagnosis and treatment operations • No formal process to report serious incidents, notifiable incidents or near misses related to tree disease work • Insufficient understanding of environmental legislation interactions (chemical use near waterways, heritage trees, native vegetation) leading to conflicting instructions and WHS risk • Inadequate insurance, contracts and service agreements failing to specify WHS responsibilities for disease treatment works	High	• Implement and maintain a documented WHS management system aligned with WHS Act 2011, WHS Regulations and relevant Australian Standards (e.g. AS/NZS ISO 45001) covering all tree disease treatment activities • Establish a legal register identifying applicable WHS legislation, Australian Standards, Codes of Practice and environmental/chemical regulatory requirements relevant to tree disease diagnosis and treatment • Define and document WHS roles, responsibilities and accountabilities for officers, managers, supervisors, project managers, consulting arborists and contractors, ensuring duties of PCBUs under WHS Act s19 are clearly allocated • Include explicit WHS requirements, performance standards and reporting obligations for tree disease treatment in contract procurement documents and service level agreements • Implement a formal consultation, cooperation and coordination process between all PCBUs involved (e.g. pre-start coordination meetings, information-sharing protocols, written interface agreements) • Develop WHS objectives and key performance indicators specific to tree disease work (e.g. chemical exposure incidents, near misses from falling limbs, public interface issues) and review these at management level • Establish a process to identify notifiable incidents per WHS Act requirements and ensure timely notification to the regulator, including clear internal escalation procedures • Require periodic legal and WHS compliance audits (internal and external) of tree disease programs, including review of documentation, onsite observations and worker consultation • Ensure officers discharge due diligence obligations through regular WHS reporting to the Board/executive on tree disease risks, incidents, audit findings and improvement actions • Integrate environmental compliance (e.g. pesticide use restrictions, biosecurity controls) into WHS planning to prevent conflicting procedures and ensure a consistent risk management approach	Medium
2. Risk Management, Planning and Disease Assessment Systems	• Inconsistent or absent formal risk assessments for tree disease diagnosis and treatment projects, particularly for complex or high-risk trees (large limbs, roadside or public interface) • Reliance on informal visual checks instead of structured tree risk	High	• Implement a formal risk management procedure consistent with WHS Regulations Part 3.1 requiring identification, assessment, control and review of risks for all significant tree disease treatment tasks and projects • Mandate documented risk assessments for high-risk trees (e.g. large canopy over public areas, diseased trees adjacent to traffic routes or structures) using a consistent methodology and risk matrix • Embed structured arboricultural risk assessment frameworks (e.g. recognised tree risk assessment methods) into disease diagnosis processes and management plans	Medium

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
	assessment methodologies (e.g. QTRA, TRAQ or equivalent frameworks) • Failure to consider cumulative risks when combining activities (e.g. chemical injection with elevated work platforms near traffic and overhead powerlines) • Inadequate planning for disease-related structural weakness, leading to underestimation of branch or whole-tree failure during treatment • No systematic pre-start review of nearby utilities, underground services, overhead powerlines and traffic/pedestrian exposure when planning disease treatment works • Lack of seasonal and weather-based risk planning (storms, high winds, extreme heat affecting chemicals and worker health) • Insufficient integration of biosecurity, plant pathogen spread and contamination control into work plannin • Poor documentation a tion of risk assessments, re ting in repeated mistakes and inco stent controls between jobs		• Require integration of multiple risk factors into a single project-level risk assessment (chemicals, work at height, mobile plant, traffic, public interface, powerlines, biosecurity) • Establish a pre-works planning checklist that capt utilities, services, powerlines, underground infrastructure, noise-sensitive receptors, adjace workplaces and public access routes • Incorporate environmental and seasonal gers into pla ing (e.g. suspend or modify high-risk works during forecast high winds, lightning, extrem eat or vy rain that may destabilise diseased trees or impact chemical application safety) • Include biosecurity and dise e spread controls ol and v cle decontamination, material handling, disposal pathways) as standar lements of the ris sse ment process • Use GIS, asset m ent or e inventory syste s to store risk ratings, disease history and treatment reco enablin sk-ba prioritisa n of work • Ensure all si ficant findi s and co ecisions are documented, communicated to workers and revie prior t omm ement and a er any significant change in site conditions • Intro a perio review schedule for risk assessments (e.g. annually or following incidents/near misses o rify co ls remain effective and up-to-date	
3. Competency, Training and Information	• Use of unqualified personnel to diagnose tree diseases or determi treatment strategies, lea isafe work methods and misjudged structural integrity • Insufficient arboriculture and plant pathology knowledge to identify hazards such as compromised root systems, internal decay or brittle species behaviour under load • Lack of training in WHS risk management, hazard identification and incident reporting specific to arboriculture and tree disease work • Inadequate training in handling, mixing and applying agricultural or veterinary	High	• Develop a competency framework for all roles involved in tree disease diagnosis and treatment, specifying required qualifications, licences, experience and refresher intervals • Require appropriately qualified arborists (e.g. AQF Level 3/5 or equivalent) or suitably competent professionals to undertake tree disease diagnosis and structural risk decisions • Provide targeted training on WHS Act 2011 duties, risk management principles and hazard identification tailored to arboriculture and tree health contexts • Ensure all chemical users hold relevant chemical user accreditation where required (e.g. ChemCert or equivalent), and are trained to interpret and follow SDS and product labels • Implement verification of competence (VOC) processes for high-risk plant and equipment used in disease treatment, including chainsaws, EWP operation, stump grinders and chippers • Deliver training in biosecurity and hygiene measures, including cleaning and disinfection of tools, footwear and vehicles, and correct handling of infected material • Train workers in public safety management, including exclusion zone planning, signage, spotters, communication with the public and interaction with local authorities	Medium

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
	chemicals, including misunderstanding of Safety Data Sheets (SDS) • No verification of operator competencies for chainsaws, chippers, elevated work platforms or other equipment used as part of disease treatment operations • Poor understanding of biosecurity and hygiene practices to prevent spreading pathogens between sites, trees and tools • Limited worker awareness of public safety risks, exclusion zone protocols and communication expectations when working in high-traffic or public spaces • Inadequate induction of subcontractors and temporary workers into organisation-specific procedures for tree disease treatment		• Provide comprehensive WHS and operational inductions for all contractors and temporary staff that reference the organisation's tree disease procedures and risk controls • Maintain training records, licences and competency assessment documentation in a central system with automatic reminders for renewals and refreshers • Review training effectiveness through field observations, incident data and worker feedback, and adjust training content accordingly	
4. Chemical Management and Hazardous Substances	• Inadequate chemical selection and approval processes for fungicides, insecticides, herbicides or injection products used to treat tree diseases • Lack of up-to-date Safety Data Sheets for all hazardous chemicals used in disease treatment • Improper storage, labelling and segregation of chemicals, causing risk of leaks, spills, fire or incompatible reactions • Incorrect decanting, mixing or dosing of chemicals leading to overexposure, environmental contamination or phytotoxic effects • Absence of engineering and administrative controls to minimise worker exposure via inhalation, skin contact or ingestion • Inadequate planning for emergency response to chemical spills, ingestion or exposure (e.g. no spill kits, eyewash, or first aid resources available where chemicals are used)	High	[redacted]	Medium

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
	• Non-compliance with restricted chemical use conditions or off-label use requirements mandated by regulators • Inadequate waste and container disposal systems, creating long-term exposure and environmental risks		[redacted]	
5. Plant, Equipment and Vehicle Management	• Inadequate selection and procurement of equipment for tree disease work, such as unsuitable injection systems, sprayers, mobile plant or access equipment • Lack of a preventive maintenance program for critical equipment leading to failures during use (e.g. hoses bursting, pump malfunction, EWP defects) • Use of non-compliant or poorly maintained vehicles for transporting chemicals, tools and personnel to worksites • Uncontrolled introduction of new technology or equipment without WHS risk assessment or worker consultation • Inadequate inspection regimes for safety-critical plant such as [redacted] cranes, winches and chainsaws used in conjunction with disease treatment activities • Insufficient controls to prevent unauthorised use or modification of equipment • No system for tracking equipment calibration (e.g. dosing equipment, pressure gauges) leading to inaccurate chemical application and unanticipated WHS risk	Hi[redacted]	[redacted]	Medium
6. Contractor, Supplier and Consultant Management	• Engaging arborists, consultants or chemical applicators without verifying their WHS systems, competencies and licences	High	[redacted]	Medium

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
	• Contracts that focus on price and output (e.g. number of trees treated) without addressing WHS risk management expectations • Poor integration of contractors into the principal PCBU's WHS processes, leading to conflicting site rules and procedures • Lack of monitoring and supervision of contractor performance, allowing unsafe practices to persist • Inadequate control over subcontractor chains and labour hire workers engaged for disease treatment activities • Unclear communication pathways for hazard reporting, incident notification and WHS consultation between principal and contractors		[redacted]	
7. Public Interface, Community and Stakeholder Management	• Uncontrolled pub access to areas where diseased tr are h d, posing risks of falling , chemic exposure or vehicle interaction • Insufficient communication wit cal residents, businesses, sc ls or road users about upcoming works and associated restrictions • Inadequate planning for vulnerable groups (children, elderly, mobility-impaired persons) who may be more at risk from changed access conditions or chemical exposure • Negative community response to tree treatment programs (perceived chemical risk, tree decline or removals) leading to interference with controls or workers • Lack of coordination with local authorities (e.g. councils, road	High	[redacted]	Medium

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
	authorities, utilities) resulting in conflicting access controls or signage		[redacted]	
8. Biosecurity, Environmental and Disease Spread Controls	• Spread of pathogens (fungi, bacteria, insects, nematodes) between sites via contaminated tools, vehicles, soil, mulch or plant material • Inadequate hygiene protocols leading to cross-contamination between diseased and healthy trees • Poorly planned disposal of infected material creating reservoirs for reinfection or public health concerns (e.g. fungal spores) • Non-compliance with state or nationa biosecurity directions, quarantine zone or plant health orders • Environmental cont ination from chemical runoff, ov spray or spills during disease tre ment activi	High	[redacted]	Medium
9. Information, Documentation and Data Management	• Fragmented or outdated documentation for disease treatment procedures, risk assessments and emergency plans • Inadequate recording of tree health data, treatment history and inspection outcomes, leading to repeated exposure to previously identified risks • Lack of real-time access to relevant WHS information for field workers (e.g. SDS, risk assessments, site maps)	Medium	[redacted]	Low

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
	• Poor version control for procedures and forms, resulting in use of superseded documents • Insufficient data analysis of incidents, near misses and inspection findings to identify systemic WHS issues in tree disease work		[redacted]	
10. Emergency Preparedness and Incident Management	• Lack of planning for foreseeable emergencies related to tree disease work (e.g. sudden tree or limb failure during treatment, chemical exposure, equipment failure, severe weather) • Inadequate first aid resources or trained first aiders for remote or dispersed worksites • Unclear communication and rescue arrangements for elevated work (e.g. EWP rescue plans) that may be triggered while treating diseased trees • Delayed emergency response due to poor site location information, communication equipment failure, lack of procedures • Inconsistent incident reporting and investigation, causing repeat events and lost learning opportunities	High	[redacted]	Medium
11. Health Monitoring, Fatigue and Psychosocial Risks	• Chronic exposure to hazardous chemicals without systematic health monitoring, particularly for workers regularly engaged in tree disease treatment • Extended work hours, seasonal peaks and irregular scheduling leading to fatigue and increased risk of error or incidents • Psychosocial stress from dealing with community conflict over tree health	Medium	[redacted]	Low

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
	decisions (e.g. removal vs treatment) and from working in high-risk environments • Insufficient systems to support reporting and management of mental health concerns or stress associated with field work • No structured process for fit-for-work assessment when workers are exposed to chemicals, physical demands and high-risk decision-making		[redacted]	
12. Continuous Improvement and WHS Culture	• Static WHS practices that fail to adapt to emerging risks, new disease threats, changing treatment technologies or lessons from incidents • Low worker involvement in WHS decision-making, leading [illegible] acceptance and impl[illegible]entation of controls • Under-reporting [illegible] misses because of bl[illegible] culture or complex reporting procedures • Inadequate senior leade[illegible]hip [illegible]bility and commitment to WHS in the context of tree disease operations	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