Trucks and Heavy Vehicles - Skip Bin Lifter

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:

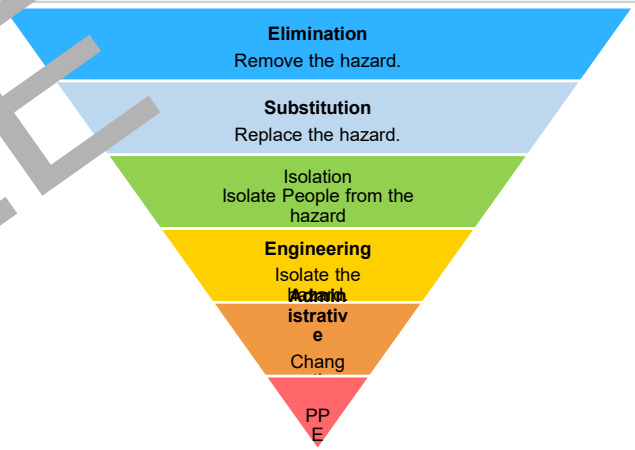
CLIENT OR PRINCIPAL CONTRACTOR DETAILS

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. Vehicle Procurement and Design Control	• Procurement of skip bin lifter trucks and heavy vehicles that are not compliant with Australian Design Rules or relevant WHS and road transport legislation • Inadequate consideration of load capacity, lifting configuration and stability leading to inherent rollover or structural failure risk • Lack of engineering controls such as interlocks, emergency stop systems, guards and load monitoring systems • Poor visibility from the cab, inadequate mirrors or cameras creating blind spots around lifting and tipping zones • Incompatible bins, lifting lugs, chains, guide rails or attachments sourced from multiple suppliers without engineering verification • Failure to obtain OEM (original equipment manufacturer) documentation, safe operating limits an maintenance specifica • No formal pre-pu ase risk assessment or co ultation wi end-users, mainten onnel a HSRs	High	• Implement a formal vehicle procurement policy re ing all skip bin lifter trucks to comply with relevant Australian Design Rules, Heavy Vehicle Natio Law, WHS Act 2011 and associated regulations, codes of practice and standards • Require documented pre-purchase risk ass ment for all new and second-hand skip bin lifters, involving operators, mechanics, WHS advisors Health and Safety Representatives • Specify minimum safety fea es in procurement ecifica s, including: load and stability monitoring; interlocks to prevent lift when o iggers are not dep e fitted); emergency stop devices; guards on pinch and crush zon erse ning systems; ca as and proximity sensors • Mandate that lifting sys ms, bi chains, ks and attachment points are designed, rated and certified by a mpetent pe on to rel nt ustralian Standards, with SWL/WLL clearly and permanently marked • Req supplie sion of complete technical documentation, including OEM manuals, maintenance sched es, ad cha stability limits, and evidence of conformity (e.g. engineering certification, test reports) • Include fecyc cost and risk considerations in procurement, including maintainability, spare parts a ilabili train support, and suitability for intended operating environments (urban streets, const fi sites, steep terrain) • Ensure contractual arrangements with suppliers include obligations for commissioning support, initial ve ication, operator and maintenance training, and post-delivery defect rectification • Avoid ad-hoc modifications by specifying that any alteration to vehicle structure, hydraulics, lifting arms, control systems or safety devices must be engineered, risk assessed and approved before use • Establish a configuration management process so each vehicle's as-built design, attachments and safety systems are documented and controlled over its service life	Medium
2. Governance, WHS Management System and Legal Compliance	• Lack of clear WHS governance the skip bin vehicle fleet, incl undefined roles, responsibilities and accountability at management level • Non-compliance with WHS Act 2011 duties for PCBUs, officers and workers, including failure to provide safe systems of work and safe plant • Inadequate integration of heavy vehicle safety with broader WHS management systems, leading to fragmented or inconsistent controls • Poor consultation with workers and Health and Safety Representatives on	High	• Establish and document a WHS governance structure that clearly allocates accountability for skip bin fleet safety to senior management, with defined roles for fleet managers, supervisors, operators and maintenance personnel • Integrate truck and heavy vehicle risks, including skip bin lifters, into the organisation's overarching WHS management system, risk registers and strategic planning • Develop and implement WHS policies and procedures specifically addressing heavy vehicle operations, load management, lifting operations, yard movements, and interaction with the public and other workers • Ensure officers understand and discharge their due diligence obligations under the WHS Act 2011 by actively verifying that adequate resources, processes and controls are in place for vehicle safety • Embed consultation mechanisms (e.g. WHS committees, tool-box meetings, structured consultation processes) so that workers and HSRs can contribute to the design, review and improvement of systems involving skip bin lifters	Medium

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	vehicle-related risks and changes to systems • Absence of documented policies, procedures and standards specifically addressing trucks and heavy vehicles with skip bin lifters • Failure to consider Chain of Responsibility (CoR) obligations where applicable under transport legislation • Insufficient monitoring, review and continual improvement of the WHS management system as it relates to fleet operations		• Align internal procedures with relevant Australian WHS Codes of Practice (e.g. Managing the Risks of Plant in the Workplace, Traffic Management) and, where applicable, Chain of Responsibility requirements • Establish measurable WHS performance indicators for heavy vehicle safety (e.g. near-misses, incidents, maintenance defects, training completion, audit findings) and review them regularly at management level • Schedule periodic internal and external audits of the WHS management system, focusing on the effectiveness of controls relating to trucks and skip bin lifters, and ensure corrective actions are tracked to closure • Ensure legal and regulatory changes relevant to heavy vehicles, load restraint and plant are monitored and incorporated into policies and procedures in a timely manner	
3. Organisational Risk Management and Planning	• Inconsistent or informal risk assessment processes for skip bin lifter operations across depots and worksites • Failure to consider systemic risks such as peak workload periods, fatigue, traffic congestion, public interaction and complex sites • No structured planning for the deployment of vehicles, leading to incompatible vehicle–site combinations (e.g. oversized vehicles in restricted access areas) • Over-reliance on individual operator judgement instead of structured risk management processes • Risk assessments not updated after incidents, near misses, changes to equipment or changes to operating environments	Hi	• Implement a standardised organisational risk management procedure consistent with the WHS Act 2011 and Regulations, requiring formal risk assessments for skip bin lifter operations at a system level • Maintain centralised risk registers for truck and skip bin lifter operations, capturing hazards, existing controls, risk ratings and planned improvements, and review these at scheduled intervals • Use a structured risk assessment methodology (e.g. bow-tie analysis, hazard mapping, JHA at system level) to consider vehicle, environment, people and process interactions • Plan fleet deployment strategically so vehicle type, size and lifting configuration match site constraints, road conditions, bin types and customer requirements • Ensure risk assessments are reviewed and updated after incidents, near misses, introduction of new vehicles or attachments, changes in routes, or significant organisational changes • Build risk management responsibilities into position descriptions and performance reviews for managers and supervisors with oversight of skip bin fleets • Provide guidance documents and tools (templates, checklists, digital forms) to support consistent risk assessment and planning across all locations	Medium
4. Driver and Operator Competency Management	• Drivers and operators not holding appropriate licences or authorisations for heavy vehicles and skip bin lifter equipment • Inadequate training in the specific make and model of skip bin lifter, including controls, load limits and emergency procedures	High	[redacted]	Medium

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	• No structured competency assessment or verification of skills, relying only on informal mentoring or self-assessment • Lack of refresher training leading to skill fade, outdated practices and normalisation of unsafe behaviours • Inadequate training in hazard identification, risk assessment, fatigue awareness, and interaction with pedestrians and other vehicles • Subcontractor drivers and labour-hire workers not inducted to organisational standards • No system for removing from duty operators who are unfit, unlicensed or incompetent		[redacted]	
5. Induction, Training and Supervision Systems	• New or transferred w[redacted]ot properly inducted in[redacted]organisational procedures for ski[redacted]in truck operations • Inconsistent site-s[redacted]uction[redacted]or depots, customer sites and high-risk environments • Supervisors lacking the [redacted]ime or tools to effectively oversee and coach operators • No structured program for mentoring inexperienced drivers on complex routes, tight access sites and high-traffic areas • Training records not accurately maintained, leading to uncertainties about who is qualified for what tasks	Medium	[redacted]	Low

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			[redacted]	
6. Maintenance, Inspection and Asset Management	• Lack of a structured preventative maintenance program for trucks, hydraulic systems, lifting arms, chains and bins • Use of defective vehicles or attachments due to missed inspections or poor defect reporting • Uncontrolled in-service modifications to vehicles, lifting equipment or safety systems • Inadequate management of third-party maintenance providers [redacted] to inconsistent standar[redacted] • Failure to track a[redacted]et history [redacted]ling to uncertainty about s[redacted]ic[redacted]s, re[redacted]rs and outstanding defects	High	[redacted]	Medium
7. Journey Management and Route Planning	• Unplanned or poorly planned routes exposing drivers to high traffic congestion, restricted access, steep or unstable ground conditions • Excessive driving hours and inadequate rest breaks contributing to fatigue-related incidents	High	[redacted]	Medium

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	• Need for reversing or complex manoeuvring in busy public areas due to inadequate pre-planning • Exposure to high-risk environments such as construction sites without appropriate controls or information • Inadequate consideration of weather, peak periods, school zones and local community concerns		[redacted]	
8. Traffic Management and Interaction with People	• Uncontrolled interaction between skip bin trucks, other vehicles, plant, pedestrians and members of the public • Reversing and tight manoeuvring in residential streets, construction depots and waste facilities • Lack of agreed traffic management arrangements with host workplaces or principal contractors • Inadequate control over visitors, subcontractors and other third parties entering depots or loading areas • Poor communication between drivers, spotters, site personnel and other road users	High	[redacted]	Medium

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9. Load Management, Stability and Bin Interface	• Systemic overloading of skip bins and vehicles due to poor controls on booking information, customer behaviour and scheduling • Incorrect matching of bin size, weight, configuration or condition with vehicle capabilities and lifting system limits • Lack of organisational controls on load distribution affecting vehicle stability during lifting, transport and tipping • No formal system for controlling incompatible or hazardous materials in bins (e.g. liquids, asbestos, chemicals) that may affect weight, stability or worker exposure • Insufficient oversight of bin design, fabrication and inspection, leading to structural failure or detachment during lifting and transport	High	[redacted]	Medium
10. Fatigue, Health and Fitness for Work	• Driver fatigue due to long hours, irregular shifts, early starts, late finishes or secondary employment • Medical conditions or medications affecting alertness, judgement, vision or coordination • Substance use (alcohol, drugs) impairing driving and lifting operations • Psychosocial stressors such as workload pressure, customer conflict, isolation and poor support • No system for declaring or managing unfit-for-work status	High	[redacted]	Medium

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			[redacted]	
11. Contractor and Supplier Management	• Contractor drivers operating under different standards with inconsistent WHS practices • Suppliers of bins, maintenance services or lifting components not meeting required quality or safety standards • Lack of clarity over WHS responsibilities and information sharing between PCBUs in shared workplaces • Insufficient verification of contractor competence, licences, insurances and WHS systems • Contractual arrangements that incentivise unsafe behaviour (e.g. unrealistic time pressures, payment by volume only)	High	[redacted]	Medium
12. Information, Communication and Documentation	• Operators and supervisors not having access to current procedures, load limits, emergency contacts and site information • Inconsistent communication between schedulers, drivers, customers and site controllers about risks and controls • Poor quality or incomplete documentation of inspections, maintenance, incidents and training • Language, literacy or cultural barriers that impede understanding of WHS information	Medium	[redacted]	Low

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			[redacted]	
13. Emergency Preparedness and Incident Management	• Lack of preparedness for vehicle rollovers, collisions, hydraulic failures or bin detachment incidents • Inadequate emergency response procedures for incidents occurring on public roads, customer sites or remote locations • Poor incident reporting and investigation, leading to missed learning opportunities • Drivers not equipped or trained to manage initial response safely (e.g. securing the scene, contacting emergency services, spill control)	High	[redacted]	Medium
14. Monitoring, Audit and Continuous Improvement	• Failure to detect deteriorating [redacted] performance, emerging [redacted] ineffective controls • Over-reliance on lag indicators such as injury statistics, with inadequate focus on leading indicators • Inconsistent application of procedures across depots and regions • Lack of worker input into improvement initiatives and control design	Medium	[redacted]	Low

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15. Psychosocial Risks and Organisational Culture	• High work demands, time pressure and schedule changes leading to stress and unsafe decision-making • Poor communication, lack of recognition and limited control over work contributing to low morale and disengagement from safety • Exposure to occupational violence or aggression from members of the public or customers when placing or collecting bins • Stigma or fear of reprisal for reporting hazards, near misses or fatigue • Inadequate organisational focus on a just and learning culture	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