Underground Mining Operations and Ventilation			
Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

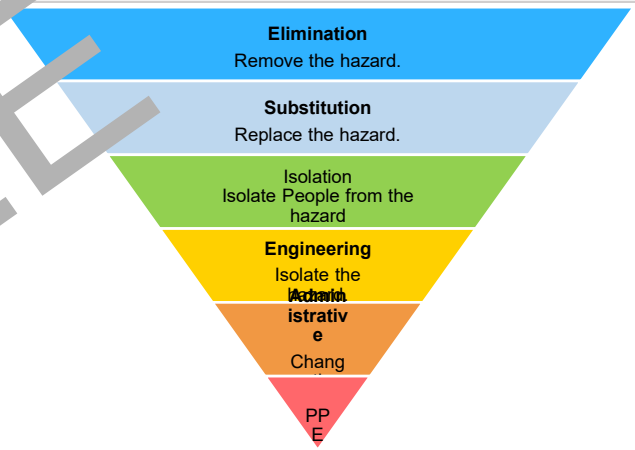
THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE PROJECT		
Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.		
Full Name:		
Signature:	Title:	Date:

CLIENT OR PRINCIPAL CONTRACTOR DETAILS	SCOPE OF WORKS
Client:	
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, Legal Compliance and Mine Safety Management System	• Mine Safety Management System (SMS) not aligned with WHS Act 2011, WHS Regulations and relevant mining codes of practice • Lack of clear due diligence by Officers under WHS Act leading to under-resourced safety functions • Fragmented or outdated safety policies and procedures for underground mining and ventilation • Poor integration of contractor management into the mine's SMS • Inadequate change management processes for new mining methods, new equipment (e.g. continuous miners, LHDs, locomotives) or major ventilation changes • Insufficient audit, inspection and review processes to identify systemic failures • Inadequate consultation with workers and Health and Safety Representatives (HSRs) on underground [illegible] and ventilation changes • Lack of clear acc[illegible]ntabilities and role descriptions for sta[illegible]ory [illegible]sons (e.g. Underground Mine Manager, Ventila[illegible]n Officer, Electrical Engineering Mana[illegible]r) • Inadequate incident inv[illegible]ti[illegible] processes resulting in repeat events	4A	• Develop, implement and maintain a docu[illegible]nted Mine S[illegible]ty Management System (SMS) aligned with the WHS Act 2011, WHS Regulations, and r[illegible]vant W[illegible]/Mines regulations and codes of practice • Define and document safety governance struc[illegible], including cl[illegible] due diligence responsibilities for Officers and statutory positio[illegible]escriptions for ke[illegible]ining an[illegible]entilation roles • Implement a robust policy fra[illegible]work (e.g. WHS P[illegible]isk Management Standard, Contractor Management Proc[illegible]hange [illegible]anagement Proc[illegible]ure, Emergency Management Plan) endorsed by senior manage[illegible]nt • Establish an[illegible]maintain a f[illegible]mal WHS [illegible]register specific to underground mining, strata control, ventila[illegible]n, exp[illegible]ives, m[illegible]ile plant and [illegible]igh-risk work, with scheduled reviews • Impl[illegible]t a stru[illegible]ed internal audit and inspection program (safety, ventilation, electrical, mechanical, strata, [illegible]at[illegible] manag[illegible]ent) with corrective action tracking and verification of effectiveness • Forma[illegible]e a [illegible]nagen[illegible]t of change (MoC) process for new equipment (e.g. continuous miners, LHDs, [illegible]comoti[illegible]s, roc[illegible]bolters), changes to ventilation circuits, shaft sinking methods, or production rates • Est[illegible]sh and maintain WHS committees and consultative forums incorporating workers, HSRs and contracto[illegible]o review underground hazards and ventilation system performance • [illegible]plement an incident reporting, investigation and lessons-learnt system using ICAM or similar, with board-level review of high-potential events • Ensure integration of contractor safety management systems with the principal mine operator's SMS, including pre-qualification, mobilisation checks and ongoing performance review • Undertake scheduled management reviews of the SMS performance (at least annually) and publish action plans to address identified gaps	3H
2. Risk Management Framework for Underground Mining and Ventilation	• Absence of a structured risk management process for underground mining, ventilation and geotechnical hazards • Failure to identify and assess interactions between systems (e.g. ventilation, power, water ingress, strata, mobile plant) • Inadequate use of bow-tie or similar analyses for major hazard events (e.g. explosion, inrush, rockburst, ground fall)	4A	• Implement a formal risk management procedure consistent with ISO 31000, covering identification, assessment, control and review of underground mining and ventilation risks • Maintain a comprehensive underground hazard and risk register that links hazards to controls, responsible persons and review dates • Conduct regular multi-disciplinary risk assessments (e.g. bow-tie, HAZOP, what-if) for major hazards including mine ventilation failure, water inrush, roof and rib falls, mine seismicity and mobile plant interactions • Ensure risk assessments are conducted by teams including competent persons such as ventilation officers, geotechnical engineers, electrical engineers, mechanical engineers, experienced operators and HSRs	2M

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	• Risk assessments limited to task-level SWMS without system-level consideration of mine design and ventilation strategy • Failure to consider credible worst-case scenarios for mine seismicity, water inrush and ventilation system failure • Outdated or incomplete hazard registers for underground operations and critical equipment (continuous miners, roof bolters, LHDs, locomotives) • Inadequate involvement of competent technical specialists (ventilation engineers, geotechnical engineers, electrical engineers) in risk assessments • Poor documentation and communication of outcomes from risk assessments to supervisors and operators		• Integrate outcomes from system-level risk assessments into mine design, ventilation plans, water management strategies, seismic management plans and equipment specifications • Establish trigger action response plans (TARPs) fo itical risks (e.g. gas exceedances, abnormal seismicity, water level alarms, ventilation fan tri d include these in the risk register • Implement a process to ensure that SWM nd proced s reflect the higher-level controls identified in risk assessments and are periodically revie against cident trends • Provide structured training for supervisors and personnel in sk assessment methodologies and in applying the mine's risk matri • Schedule periodic review of a itical risk assessm (e.g. every 2–3 years or following significant change, incident, o ory up e)	
3. Mine Design, Layout, Strata Control and Seismicity Management	• Mine layout not optimised for ground conditions, ventilation and emergency egress • Inadequate geotechn delling an rock mass characte ation for strata reinforcement des • Strata support pat k bolts, of bolts, cable bolts, mesh, shotcrete) matched to geology or mining geo try • Insufficient managemen ns for rock bolt installation quality assurance and periodic verification • Inadequate mine seismicity monitoring and lack of seismic hazard zoning in seismically active mines • Failure to integrate seismicity data into production scheduling and development plans • Insufficient control of pillar dimensions, extraction sequences and spans leading to potential ground failure or rockburst	4A	Develop nd maintain a Mine Design and Geotechnical Management Plan approved by a competent g technical engineer and integrated into the SMS • Undertake detailed geotechnical investigations, modelling and ground classification to inform roadway support standards, pillar sizes and extraction sequences • Establish standard strata reinforcement designs (rock bolting, roof bolting, mesh, shotcrete) with documented design parameters, factors of safety and application limits • Implement a rock bolt and ground support quality management system including approved installation procedures, training, supervision and periodic pull testing and audits • Develop a Mine Seismicity Management Plan including seismic monitoring network design, data analysis, hazard zoning, exclusion areas and TARPs for elevated seismic activity • Integrate seismic hazard mapping and predicted stress zones into mine planning and scheduling tools • Implement ground condition reporting procedures and strata hazard plans for all roadways, travelling ways, intersections, shaft sinking areas and extraction panels • Schedule routine geotechnical inspections and audits of development and production areas by competent geotechnical personnel with documented findings and actions • Ensure design information (support drawings, seismic hazard maps, shaft sinking ground support requirements) is controlled and readily accessible to supervisors and workers underground • Control changes to ground support schemes, bolt types or patterns via formal geotechnical review and MoC process	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
	• Poor documentation and communication of geotechnical design criteria and limits to production teams • Lack of systematic review of strata damage over time in development headings, intersections and shaft sinking areas • Inadequate systems for ground support management during shaft sinking and major excavations		• Include shaft sinking and large excavation stability assessments in project approvals, with contingency plans for unexpected ground conditions	
4. Mine Ventilation System Design, Operation and Monitoring	• Inadequate primary and secondary ventilation system design for current and future production levels • Insufficient ventilation for continuous miner machines, LHDs, locomotives and other diesel or electrically powered equipment • Failure of main fans or booster fans without effective redundancy or contingency plans • Poor maintenance and integrity of ventilation controls (doors, regulators, stoppings, seals, ducting • Inadequate mana ment of recirculation and s rt-circuiting of air flows • Insufficient real-time monitoring of gases, dusts, temperature and air velocities in critical locati • Lack of formal Ventilation Management Plan and statutory ventilation officer oversight • Failure to manage ventilation impacts of mine expansion, new panels, shaft sinking or increased diesel fleet • Inadequate procedures for adjustment of ventilation controls and documentation of changes • Poor integration between ventilation plans, emergency response (e.g. fire, explosion, inrush) and escape route design	4A	[redacted]	2M

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			[redacted]	
5. Underground Water Ingress, Inrush and Dewatering Management	• Unexpected inflow of groundwater, surface water or process water into mine workings • Inadequate assessment of hydrogeological conditions and historical workings prior to development and shaft sinking • Failure of bulkheads, dams, sumps, pumps or pipelines leading to inundation of roadways or working areas • Inadequate capacity or redundancy of dewatering systems for peak inflow events • Lack of water level monitoring and alarm systems in critical areas such as shafts, declines and sump systems • Inadequate management of drilling in wet ground or near known water bodies and flooded workings • Poor integration of water management with ventilation (e.g. humid air, misting, reduced visibility) and electrical systems • Insufficient TARPs for rising water levels or pump failures • Poor maintenance and inspection of underground water control structures and pumping infrastructure	4A	[redacted]	2M
6. Electrical Power Distribution and Equipment Integrity Underground	• Failure of underground electrical reticulation feeding continuous miners, conveyors, fans, pumps, roof bolters and LHD charging stations • Inadequate earth leakage protection, explosion protection and isolation arrangements • Electrical arcing or ignition sources in explosive atmospheres due to	4A	[redacted]	2M

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	non-compliant equipment or poor maintenance • Uncontrolled modification of electrical systems without engineering approval • Insufficient management of trailing cables for continuous miners, LHDs and locomotives leading to damage and arcing • Inadequate segregation between HV and LV systems and transport routes • Failure of emergency power or UPS systems critical for fans, communications and monitoring • Poor documentation and labelling of electrical circuits, isolations and substation layouts		[redacted]	
7. Mobile and Fixed Plant Management (Continuous Miners, LHDs, Roof Bolters, Locomotives)	• Inadequate specification, procurement and guarding standards for undergrou equipment such as continuous miners, LHDs, locomotives and roof bolting machines • Poor maintenance d inspection systems for critical afety components (brakes, steering, PS/ROP proximity detection, ppressio • Lack of effective collision avoidan or proximity detection systems in congested underground ro ays • Uncontrolled interactions between mobile plant and pedestrians or fixed infrastructure, including ventilation ducting and power cables • Insufficient controls over modifications and accessories added to mobile and fixed plant underground • Inadequate reliability of critical production equipment resulting in unplanned breakdowns, time pressure and risk-taking behaviours	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
	• Poor management of diesel emissions, including inadequate fleet selection relative to ventilation capacity • Deficient systems for park-up, isolation and parking arrangements in declines, shafts and heavy traffic areas		[redacted]	
8. Underground Transport, Haulage and Locomotive Operations	• Inadequate management of rail haulage and locomotive operations, including signalling, braking and communication systems • Poor integration between locomotive movements, LHD traffic and pedestrian access • Insufficient track inspection, maintenance and derailment prevention controls • Lack of formal journey planning and traffic control in constrained underground roadways and intersections • Inadequate systems for managing oversize loads, low clearances and contact with ventilation ducting and services • Failure of locomotive braking systems or runaway scenarios on gradients • Limited visibility contributing to collisions and near misses • Inadequate training and verification of competence for locomotive drivers and controllers	3H	[redacted]	2M
9. Strata Reinforcement, Rock Bolt and Roof Bolt Management Systems	• Inadequate governance of rock bolt and roof bolting programs, including selection, installation and inspection • Poor control of consumables (bolts, resin, plates, mesh) leading to use of unapproved or incompatible components • Inconsistent or incorrect installation practices by bolting crews due to lack of training or supervision	4A	[redacted]	2M

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	• Inadequate testing, monitoring and re-assessment of installed support over the life of roadways and intersections • Lack of integration between bolting standards and continuous miner or jumbo development cycle times and layouts • Insufficient documentation and traceability of support standards applied in specific headings, travelways and intersections • Poor management of secondary support and rehabilitation in previously supported areas showing signs of deterioration		[redacted]	
10. Shaft Sinking, Vertical Infrastructure and Hoisting Systems	• Inadequate design, risk assessment and planning of shaft sinking operations and associated ventilation arrangemen • Failure of temporary or permanent ground support in shaft walls or station development • Inadequate water [redacted]oding, corrosion or deterioration of su[redacted] • Poor control of materials, tools and equipment within the shaft leading [redacted] dropped objects and colli[redacted] • Insufficient inspection and maintenance systems for hoisting equipment, headgear, ropes, conveyances and shaft furnishings • Lack of robust emergency and recovery procedures for shaft incidents • Inadequate integration of shaft ventilation flows with overall mine ventilation circuit	4A	[redacted]	2M
11. Workforce Competency, Training and Supervision for	• Inadequate training and competency verification for operators of continuous	3H		2M

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Underground Operations	miners, LHDs, locomotives, roof bolters and shaft sinking equipment • Poor understanding of ventilation principles, gas hazards, water ingress risks and seismicity controls by operators and supervisors • Insufficient induction and familiarisation for new starters and contractors entering underground work areas • Inadequate statutory supervision coverage underground, particularly on night shifts or remote panels • Lack of ongoing refresher training on critical controls, TARPs and emergency procedures • Inconsistent application of procedures due to cultural or supervisory weaknesses • Insufficient training in recognising early warning signs of strata, water, ventilation and equipment issues		[redacted]	
12. Fatigue, Rostering, Fitness for Work and Remote Work Management	• Inadequate management of fatigue risks associated with long shifts, night work and extended commute times • Rosters that do not adequately consider cumulative fatigue, recovery times or high-risk tasks during circadian low periods • Insufficient screening and support for medical conditions that may impact safe work underground (e.g. respiratory, cardiovascular, sleep disorders) • Poor management of remote or isolated work in outbye areas, shaft stations or on maintenance tasks • Inadequate systems for drug and alcohol management and testing • Limited awareness by supervisors of fatigue indicators and intervention strategies	3H	[redacted]	2M

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13. Contractor and Project Management for Underground Works	• Inadequate integration of contractor WHS systems with the principal mine operator's SMS • Contractor selection based primarily on cost without sufficient assessment of underground mining and ventilation competence • Poor control of contractor activities during high-risk projects such as shaft sinking, major excavations, ventilation upgrades or new panel development • Insufficient supervision and monitoring of contractor work quality and adherence to standards • Lack of clarity on roles, responsibilities and interfaces between contractors and mine personnel	3H	[redacted]	2M
14. Monitoring, Inspections, Audits and Critical Control Verification	• Failure to detect deterioration in ventilation performance, [illegible] conditions, water control systems or equipment integrity • Inconsistent statutory inspections and supervisor workplace inspections underground • Critical controls for major hazards (e.g. gas monitoring, support standards, water level alarms) not routinely verified for effectiveness • Data from inspections, monitoring and audits not analysed to identify trends and systemic issues • Over-reliance on lag indicators (injuries, incidents) rather than proactive monitoring of leading indicators	3H	[redacted]	1L
15. Emergency Preparedness, Response and Mine Rescue	• Inadequate planning and resourcing for underground emergencies such as fire, explosion, inrush, seismic event, ground fall or ventilation failure	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
	• Poorly designed or undocumented escape routes and fresh-air bases • Insufficient mine rescue capability, equipment and training for underground scenarios • Inadequate integration between ventilation plans and emergency response strategies • Lack of effective communication systems and procedures during underground emergencies • Failure to consider contractor and visitor management during emergencies		[redacted]	

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 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