

Vehicle Lifting Jacking and Hoisting

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

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THIS 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	HIERARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE			Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	Substitution Replace the hazard.	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.	Isolation Isolate People from the hazard	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.	Engineering Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.	Administrative Change	
								PPE	

Risk Rating & Required Action:	
4A	Stop work. The risk is intolerable. Eliminate the hazard or redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or higher-level authorisation is required.
3H	Review and approve additional controls for the task parts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in place and effective. 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, Policies and Legal Compliance	<ul style="list-style-type: none"> Absence of a documented WHS policy specific to vehicle lifting, jacking, hoisting and pit work Senior management not clearly allocating resources or accountability for safe vehicle lifting systems Inadequate understanding of duties under the WHS Act 2011 and WHS Regulation (e.g. plant, hazardous manual tasks, falls, confined spaces) No process to identify and apply relevant Australian Standards (e.g. AS 2615, AS 2538, AS/NZS 2550 series, AS/NZS 1891, AS 2550.9 for vehicle-loading cranes, applicable hoist and jack standards) Failure to consult workers and HSRs on changes to lifting equipment, pits or procedures No formal review of WHS objectives and targets relating to lifting and hoisting incidents 	4A	<ul style="list-style-type: none"> Develop and endorse a documented WHS policy and performance framework that specifically references vehicle lifting, jacking, hoisting and inspection pit operations as high-risk activities Assign a senior manager as the Plant and High Risk Work Sponsor responsible for ensuring compliance with WHS Act 2011, WHS Regulation and relevant Codes of Practice (Managing Risks of Plant in the Workplace, Hazardous Manual Tasks, Confined Spaces, Managing the Risk of Falls) Establish a legal register and standard register identifying applicable legislation, Australian Standards and Codes of Practice for jacks, hoists, inspection pits, engine cranes, chain falls, transmission jacks and axle stands Implement a formal consultation and HSR engagement process for introduction, modification and decommissioning of lifting and hoisting systems and pit operations Set measurable WHS objectives and KPIs for reduction of lifting-related incidents, near misses and equipment failures, with quarterly governance reviews Schedule an annual third-party WHS audit of vehicle lifting systems and management arrangements, with corrective actions tracked to completion 	2M
2. Plant Procurement, Design and Suitability of Lifting Equipment	<ul style="list-style-type: none"> Procurement of low quality, non-compliant or counterfeit jacks, stands, hoists or cranes without Australian certification Lifting equipment not rated or designed for the specific vehicle types, axle loads, motorcycles or heavy vehicle use Incompatible interfaces between jacks, axle stands, transmission jacks and vehicle lifting points Lack of consideration for underbody access requirements when specifying hoists, pits and creepers No engineering input into layout of pits, hoist columns, clearances and escape routes Failure to design for additional attachments such as engine cranes, 	4A	<ul style="list-style-type: none"> Implement a formal plant procurement procedure that mandates verification of compliance with relevant Australian Standards, load ratings and supplier documentation for all jacks, hoists, stands, engine cranes, chain blocks and transmission jacks Require engineering review and sign-off for selection and layout of inspection pits, hoists and underbody access systems, including safe clearances, guarding and structural integrity Specify that all lifting and jacking equipment must have clearly marked Working Load Limits (WLL) and be compatible with the heaviest and longest vehicles to be serviced, including heavy vehicles and motorcycles where applicable Standardise equipment types, brands and capacities across the workplace to reduce misuse and confusion about capabilities and limitations Incorporate ergonomic and underbody access considerations into design, including provision for sliding under low chassis, pit working positions, lighting and emergency egress Include contractual requirements for suppliers to provide commissioning support, safe use instructions, test certificates and maintenance recommendations 	2M

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	chain falls and under-hoist transmission jacks			
3. Engineering Design of Workshop Layout, Pits and Traffic Flow	<ul style="list-style-type: none"> Poor workshop layout resulting in vehicles, pedestrians and lifting operations interfering with each other Inspection pits not designed or guarded to prevent falls, struck-by or engulfment risks Insufficient headroom and side clearances around hoists and lifted vehicles for safe movement and escape Inadequate structural design of pit walls, pit covers, ladders, steps and edge protection No physical separation between heavy vehicle jacking areas and general workspaces Inadequate emergency exits from pit areas or underbody work zones 	4A	<ul style="list-style-type: none"> Engage a competent engineer to design or review the workshop layout, including pit construction, hoist positioning, vehicle flow, pedestrian pathways and exclusion zones around lifting areas Provide fixed physical barriers, guardrails, pit covers and visible markings around inspection pits, with designated walkways compliant with relevant building and OHS standards Designate dedicated lifting and hoisting bays with clear floor markings, bollards and signage to control traffic and prevent unauthorised entry during lifts Ensure pits are fitted with compliant ladders or steps, non-slip finishes, adequate working space, ventilation, drainage and emergency escape routes at both ends where reasonably practicable Implement workshop traffic management plans with separate entry and exit paths and speed limits, integrated to site-wide traffic management procedures Incorporate lighting, power outlets, overhead gantries and crane runways in a way that does not introduce entanglement, collision or electrical hazards during lifting operations 	2M
4. Plant Registration, Commissioning and Verification of Lifting Systems	<ul style="list-style-type: none"> Vehicle hoists or other registrable plant not registered with the relevant authority as required New or modified hoists, cranes and chain falls placed in use without commissioning checks Lack of baseline inspection and test records for jacks, axle stands and lifting accessories Improper installation of hoists, pit equipment or runway beams leading to structural failure Commissioning not including load testing under worst-case vehicle and axle loads 	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
5. Inspection, Maintenance and Testing Systems for Jacks, Hoists and Stands	<ul style="list-style-type: none"> Failure of jacks, axle stands, hoists, chain falls or engine cranes due to lack of systematic maintenance 	4A	<p>[REDACTED]</p>	2M

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	<ul style="list-style-type: none"> Hydraulic leaks or slow lowering not identified before catastrophic failure Unreported damage or overloading of stands and lifting points remaining in service Inaccurate or missing inspection tags, logs or calibration records for lifting equipment Use of lifting devices beyond their service life or inspection interval 		[REDACTED]	
6. Procedures for Vehicle Assessment, Load Rating and Jacking Configuration	<ul style="list-style-type: none"> No standard process to confirm vehicle weight, axle loads, centre of gravity and condition before lifting Incorrect jack or stand selection for heavy vehicles, motorcycles or modified vehicles Inadequate consideration of load distribution when lifting axle and underbody components Lack of controls for raised vehicles with removed components (e.g. engine, transmission) altering weight distribution Unclear instructions for using multiple jacks, stands and hoists in combination 	4A	[REDACTED]	2M
7. Worker Competency, Licensing and Training for Lifting and Pit Operations	<ul style="list-style-type: none"> Workers performing jacking, hoisting and pit tasks without adequate training or competency assessment No verification of high risk work licences where required for certain lifting operations Informal on-the-job training leading to inconsistent and unsafe practices 	4A	[REDACTED]	2M

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	<ul style="list-style-type: none"> Supervisors lacking competence to oversee complex lifting tasks or mechanical pit work Insufficient refresher training resulting in knowledge gaps about new plant or procedures 		[REDACTED]	
8. Supervision, Authorisation and Permit-to-Work for High-Risk Lifting	<ul style="list-style-type: none"> Unsupervised high-risk tasks such as engine removal, transmission hoisting or working under heavy vehicles Workers bypassing safe systems due to production pressure or lack of enforcement No formal authorisation or permit for complex or non-routine lifts Poor communication between supervisors, mechanics and apprentice about job scope and lifting methods Supervisory focus on productivity over safety when scheduling hoist usage 	4A	[REDACTED]	2M
9. Pre-Use Checks, Tagging and Defect Reporting Systems	<ul style="list-style-type: none"> Jacks, hoists, stands and chains used without basic pre-use safety checks Workers not reporting or recording lifting equipment defects or near misses No standardised checklist for visual inspection of lifting points, pins, locking mechanisms and hydraulics Defective equipment remaining in circulation due to informal verbal reporting only Use of incorrect or missing adaptors, saddles or cradle attachments 	3H	[REDACTED]	2M

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			[REDACTED]	
10. Safe Systems for Working Under Raised Vehicles and in Pits	<ul style="list-style-type: none"> • Collapse of unsupported or inadequately supported vehicles during underbody work • Inadvertent movement of vehicles when in gear, with park brake off or wheels not chocked while raised • Workers trapped, crushed or struck while sliding under low chassis or working in pits • No secondary support system when using jacks for extended tasks under vehicles • Inadequate controls for simultaneous work above and below vehicles in pits 	4A	[REDACTED]	2M
11. Ergonomics, Manual Handling and Work Organisation for Underbody Tasks	<ul style="list-style-type: none"> • Poor body postures when sliding under low chassis leading to musculoskeletal disorders • Excessive manual handling of heavy components such as transmissions, axles and exhaust assemblies • Inadequate planning of staffing levels for heavy tasks, leading to solo lifts • Limited use of mechanical aids (transmission jacks, engine cranes, trolleys) due to availability or layout issues • Time pressure and job-pushing increasing the likelihood of short-cuts on handling practices 	3H	[REDACTED]	2M
12. Environmental Conditions, Ventilation	<ul style="list-style-type: none"> • Accumulation of exhaust fumes, vapours or heavier-than-air gases in inspection pits 	3H	[REDACTED]	1L

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and Hazardous Substances in Pits	<ul style="list-style-type: none"> Poor lighting leading to misplacement of jacks, stands or underbody support points Oil, coolant or fuel spills increasing slip risk in pits and around hoists Inadequate control of welding, grinding or hot-work fumes during underbody repairs Inappropriate storage of flammable liquids or gas cylinders near pits or hoists 		[REDACTED]	
13. Isolation, Energy Control and Interaction with Other Systems of Work	<ul style="list-style-type: none"> Uncontrolled release of mechanical, hydraulic or electrical energy while vehicles are lifted or in pits Unplanned movement of vehicles due to remote start, automatic systems or unsecured batteries Conflicting activities such as tyre fitting, brake testing or diagnostic work while someone is underneath Failure to coordinate with contractors working on the same vehicle or in the same bay No formal process to manage concurrent work on raised vehicles and plant in adjacent bays 	4A	[REDACTED]	2M
14. Emergency Preparedness, Rescue and Incident Management	<ul style="list-style-type: none"> Lack of a practical rescue plan for a person trapped under a vehicle or in a pit Inadequate emergency equipment such as lifting bags, cribbing or rescue jacks 	3H	[REDACTED]	1L

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	<ul style="list-style-type: none"> Workers uncertain about how to safely lower or secure a failed hoist or jack during an emergency Delayed emergency response due to poor communication systems in pits or remote bays Failure to capture and learn from lifting-related incidents and near misses 		[REDACTED]	
15. Contractor and Visitor Management in Lifting and Pit Areas	<ul style="list-style-type: none"> Contractors operating lifting equipment or working in pits without understanding site-specific procedures Visitors and non-essential personnel entering hoist bays or pit areas during lifts Conflicting safety expectations where contractors follow their own procedures rather than site standards Inadequate verification of contractors lifting equipment, certifications and maintenance records Language or literacy barriers leading to misunderstanding of lifting hazards 	3H	[REDACTED]	2M
16. Monitoring, Audit, Consultation and Continuous Improvement of Lifting Systems	<ul style="list-style-type: none"> Drift from safe systems due to complacency or production pressures Lack of systematic monitoring of lifting-related performance indicators Worker feedback on jacking, hoisting and pit hazards not being captured or acted upon Infrequent or superficial safety inspections of lifting equipment and underbody work practices No structured review after significant changes to vehicles, workloads or workshop layout 	3H	[REDACTED]	1L

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			[REDACTED]	
			[REDACTED]	

SAMPLE

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>

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>

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-codes-of-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>

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011
 Work Health and Safety (National Uniform Legislation) Regulation 2011
 Legislation NT: <https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws>
 Codes of Practice NT: <https://worksafe.nt.gov.au/laws-and-compliance/codes-of-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>

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>

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

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.