Working on Roads			
Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

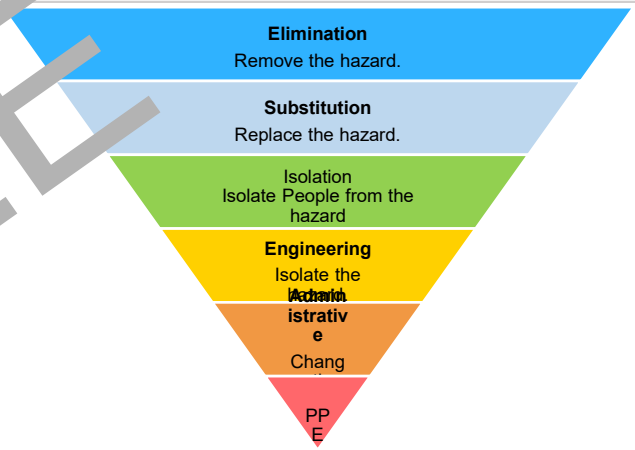
THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE PROJECT		
Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.		
Full Name:		
Signature:	Title:	Date:

CLIENT OR PRINCIPAL CONTRACTOR DETAILS	
Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date Risk Assessment supplied to Project Manager:	

RISK MATRIX

LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE		
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Rev before work
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACU	2M MO RATE	Ensure control measures in place.
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 H	1L LOW	Monitor and keep records.

HIERARCHY OF CONTROLS



Risk Rating & Required Action:

4A	Stop work. The risk is intolerable. E inate the hazar redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or hi er-level authorisati is required.
3H	Review and approve additional c rols b ask arts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in ace and effe ive. Proceed with caution; monitor conditions.
1L	Proceed, following standard operating procedures Monitor and keep records.

Consequence Scale:

Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
Catastrophic	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
Major	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
Moderate	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
Minor	First-aid only, no lost time	negligible delay	Isolated non-conformance
Insignificant	No injury	no schedule impact	Deviation caught and corrected on site

Notes on Hierarchy of Controls:
Remember to apply controls in the preferred order shown by the coloured pyramid:

1. **Eliminate**
2. Substitute
3. Isolate
4. Engineering
5. Administrative
6. PPE

Always document **why** a lower-order control is accepted if elimination or substitution is not reasonably practicable.

aligned with Safe Work Australia's Managing the risk of fatigue at work *(2023) and ISO 45001:2018 clauses 6–8.*

JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. WHS Governance, Legal Compliance and PCBU Due Diligence	• Inadequate understanding by officers and senior management of WHS Act 2011 duties relating to road work activities and traffic interfaces • Absence of a documented WHS management system specifically addressing work on or adjacent to roads • Failure to monitor and review compliance with relevant road authority requirements, Australian Standards and Codes of Practice for temporary traffic management • Insufficient allocation of resources (people, time, budget) to implement and maintain WHS obligations for road work • Poor integration of contractor and subcontractor WHS arrangements into the organisation's WHS governance framework • Lack of clear WHS objectives, KPIs and reporting related to working on roads	High	• Establish and maintain a documented WHS management system aligned with the WHS Act 2011, WHS Regulation and relevant codes, with a dedicated section covering working on or near public roads • Define WHS roles, responsibilities and accountabilities for officers, managers, supervisors and workers engaged in road work activities, and communicate these in position descriptions and induction material • Provide officer due diligence training for senior leaders, including legal obligations for road work and traffic management, supported by regular legal/compliance briefings from a competent WHS professional • Implement a compliance register identifying applicable legislation, standards, road authority manuals and permits relating to temporary traffic management and road occupancy • Establish WHS performance indicators specific to road work (e.g. near-misses with live traffic, traffic management non-conformances, site audit scores) and include them in regular management review meetings • Require all contractors and subcontractors performing work on roads to submit and have approved their WHS management arrangements, including alignment to the principal contractor's systems and legal requirements • Schedule periodic independent WHS audits of road work activities, including verification of traffic management, consultation processes and supervision effectiveness, with findings tracked in a corrective action system	Medium
2. Planning, Design and Risk Management Processes	• Inadequate project planning that does not fully consider interaction between workers, plant and public traffic • Failure to conduct formal, documented risk assessments for working on roads at the concept and design stages • Poor integration of safety in design principles, resulting in work methodologies that expose workers unnecessarily to live traffic • Insufficient consideration of alternative work methods (e.g. off-peak or road closure options) during planning to minimise exposure • Lack of early engagement with road authorities, local councils and utilities to coordinate road occupations, detours and permits	High	• Implement a formal project planning procedure requiring early WHS input for all works on or near roads, including mandatory risk workshops at scoping and design stages • Adopt a documented safety in design process that requires designers and planners to consider elimination or minimisation of exposure to live traffic (e.g. prefabrication, off-site works, full or partial road closures) • Require a documented, site-specific WHS risk assessment for road work systems and management controls prior to commencement, including interface with third parties and live traffic conditions • Mandate consultation with relevant road authorities, councils and utility owners during planning stages to coordinate traffic staging, detours, speed restrictions and approvals • Standardise planning templates that explicitly address traffic volumes, road classification, sight distances, speed environment, weather impacts and public transport interfaces • Incorporate the needs of pedestrians, cyclists and mobility-impaired persons into planning by requiring specific access and egress strategies and reviewing plans against applicable access standards • Ensure all project programs and staging plans schedule sufficient time and resources for safe set-up, modification and removal of traffic management systems rather than compressing timeframes	Medium

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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
	• Inadequate planning for vulnerable road users (pedestrians, cyclists, people with disability) during road work activities			
3. Procurement of Plant, Vehicles, Traffic Control Devices and Contractors	• Engagement of contractors for road work without verification of their WHS competence and traffic management capability • Procurement of vehicles and plant that lack appropriate safety features for operation within live traffic environments • Use of non-compliant traffic control devices, signs, cones, barriers and lighting that do not meet road authority or Australian Standard requirements • Inadequate supplier vetting leading to inconsistent maintenance and inspection regimes for hired plant and traffic management equipment • Commercial procurement decisions prioritising lowest cost over safety performance and system capability	High	• Implement a prequalification system for contractors and traffic management providers that includes assessment of WHS performance, licences, training records, insurances and audit history specific to working on roads • Develop procurement specifications for plant and vehicles that require safety features suitable for road work, such as reversing cameras, proximity alarms, rotating beacons, speed limiters and appropriate signage • Specify that all traffic control devices and temporary traffic management equipment must comply with current road authority manuals and relevant Australian Standards, with evidence of compliance provided at procurement • Include WHS performance, demonstrated traffic management competence and previous audit outcomes as weighted criteria in tender evaluations rather than relying solely on cost • Require hire companies and suppliers to provide documented maintenance histories, pre-hire inspection reports and certification for plant and devices used in road environments • Maintain an approved supplier list for road work equipment and traffic management providers, reviewed periodically based on incident data, audit findings and performance reviews • Embed contractual clauses requiring contractors and suppliers to comply with the principal contractor's WHS requirements and allowing for audits and removal from site if standards are not met	Medium
4. Traffic Management Systems and Road Interface Controls	• Inadequate traffic management planning for interactions between moving vehicles, plant, workers and the public • Use of generic, non-site-specific traffic management plans (TMPs) that do not address actual road geometry, speed limits and traffic volumes • Lack of governance over development, approval, implementation and review of TMPs and traffic guidance schemes • Inconsistent application of speed reductions, lane closures, buffer zones and physical separations, increasing collision risk • Poor communication and coordination between traffic controllers, plant operators and supervisors • Temporary traffic arrangements creating confusion or unexpected	High	[redacted]	Medium

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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
	manoeuvres for motorists and vulnerable road users		[redacted]	
5. Worker Competency, Licensing and Training Systems	• Insufficient verification of licences, qualifications and competencies for workers involved in road work and traffic control • Lack of structured training on hazards associated with working in and around live traffic environments • Inadequate supervision of new or inexperienced workers deployed to road work sites • Training records not maintained or reviewed, resulting in expired endorsements or outdated knowledge of traffic management practices • No formalised assessment of competency for key roles such as traffic controllers, spotters, plant operators and site supervisors	High	[redacted]	Medium
6. Induction, Site-Specific Onboarding and Communication	• Generic inductions that do not adequately address the specific risks of working on particular road sections or under different traffic conditions • Workers and contractors commencing work without understanding site rules, traffic arrangements, exclusion zones and communication methods • Poor communication of changes to TMPs, work staging or access arrangements to workers, subcontractors and visitors • Language, literacy or cultural barriers preventing effective understanding of instructions and safety information	Medium	[redacted]	Low

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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
	• Inconsistent briefing of night shift or weekend crews leading to different practices from day operations		[redacted]	
7. Supervision, Monitoring and Enforcement of Safe Systems of Work	• Inadequate supervision of workers and contractors on road work sites, leading to uncontrolled deviations from approved systems • Supervisors lacking specific competence in traffic management and roadside WHS requirements • Failure to monitor compliance with TMPs, PPE requirements and safe access routes • Tolerance of unsafe behaviours or shortcuts driven by tim[illegible]re or productivity targets • Inconsistent enfo[illegible]ement of[illegible] between different su[illegible]rs or shi[illegible]	High	[redacted]	Medium
8. Journey Management and Scheduling of Road Work	• Poor journey management resulting in excessive travel to and from road work sites, leading to fatigue and increased crash risk • Scheduling of work during peak traffic periods when safer alternatives (e.g. night works or off-peak windows) are feasible • Inadequate planning for crew travel routes, parking, set-down areas and site access in high-traffic environments	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
	• Unrealistic programs and deadlines that encourage speeding, rushing or working beyond planned hours • Failure to coordinate with other projects or events that affect traffic volumes and patterns around the work area		[redacted]	
9. Fatigue, Welfare and Remote or Isolated Work Management	• Workers operating in or near traffic while fatigued, increasing likelihood of error, poor situational awareness and slow reaction times • Long shifts, night work or rotating shifts without adequate rest and recovery • Insufficient arrangements for welfare facilities (toilets, hydration, shelter) leading to reduced concentration and risk-taking • Inadequate systems for communicati and monitoring of workers in remote o isolated roadside locations • Failure to consider cumulative fatigue from commuting, hea physical labour and environmental nditions (heat, cold, noise, weath	High	[redacted]	Medium
10. Plant, Vehicle and Equipment Management Systems	• Plant and vehicles used in road w k not maintained to manufa ure specifications, increasing risk of breakdowns or loss of control near live traffic • Lack of systematic inspection and defect reporting for vehicles operating within work zones and traffic interfaces • Inadequate controls over reversing, manoeuvring and parking of plant near traffic and pedestrian paths • Non-standardised fit-out of fleet vehicles (lighting, signage, warning devices) leading to confusion and inconsistent visibility	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
	• Poor integration of vehicle telematics or GPS data into WHS monitoring for road work		[redacted]	
11. Contractor, Subcontractor and Third-Party Interface Management	• Multiple contractors working on the same road corridor without clear coordination of WHS responsibilities • Inconsistent standards of traffic management and PPE between different contractors and subcontractors • Failure to communicate changes in staging, TMPs or work scope between principal contractor, subcontractors and service authorities • Conflicting instructions from different supervisory personnel or organisations on site • Limited oversight of third-party activities (utilities, emergency services, adjacent projects) impacting traffic and worker safety	High	[redacted]	Medium
12. Incident, Near-Miss and Hazard Reporting and Investigation	• Under-reporting of near misses involving vehicles, plant and road users due to fear of blame or perceived normalisation of risk • Failure to investigate incidents systematically and identify underlying system and management causes • Lack of trend analysis across multiple road work sites, leading to repeated patterns of similar incidents • Slow implementation or poor tracking of corrective actions arising from investigations and audits	Medium	[redacted]	Low

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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
	• Inadequate arrangements for notifiable incident reporting to regulators under the WHS Act 2011		[redacted]	
13. Emergency Preparedness and Response for Road Work Environments	• Insufficient planning for vehicle collisions, plant strikes or public road incidents affecting the work area • Lack of clear emergency access and egress routes for emergency services to reach workers and members of the public within or near work zones • Workers not trained or drilled in emergency response specific to roadside environments (e.g. secondary impact risks, traffic diversion) • Inadequate communication systems for summoning assistance or coordinating site evacuation in noisy or dispersed work areas • Failure to integrate emergency plans with road authorities, emergency services and adjacent businesses or residents	High	[redacted]	Medium
14. Health, Environmental and Psychosocial Risk Management	• Exposure to noise, vibration, dust and exhaust emissions from traffic and plant without adequate systems • Heat stress or cold stress risks for workers operating for extended periods in open roadside environments • Psychosocial risks arising from aggressive or non-compliant road users, public complaints and high-pressure work environments • Insufficient systems to manage manual handling, repetitive movements and awkward postures associated with traffic devices and signage • Environmental impacts (e.g. spills, erosion, vegetation damage) leading to	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
	secondary safety risks and regulatory breaches		[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 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