

Equipment or work process being assessed					
Location at site		Date of assessment		Due date for review	
Risk Assessment Team					
Name	Position	Signature		Name	Position

1. *Pinch points and crush injuries*

A Are there any exposed or unguarded moving parts (such as gears, drive shafts, rollers, chains, sprockets, wheels) which may catch clothing or body parts?

No Yes (If yes, fill in the details below)

Tasks where exposure may occur	Risk rating	Current safety controls in place	Residual risk rating	Recommended new controls

B Can anyone be crushed due to:

- falling material, unexpected movement of the equipment or its load, or the equipment tipping over?
- being thrown off or under the equipment, or being trapped between the equipment and other structures?
- any other factors?

No Yes
 No Yes
 No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

2. *Cuts, punctures or strikes*

A Can anyone be cut, punctured or struck from:

- coming into contact with sharp objects or surfaces or moving parts?
- work pieces or materials being ejected, or parts of the equipment disintegrating?
- any other factors?

No Yes
 No Yes
 No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

3. *Hydraulic or pneumatic leaks*

A Can anyone come into contact with hydraulic fluid or compressed air due to equipment failure or misuse?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

4. *Electrical*

A Can anyone suffer electric shock from:

- exposed live contacts or conductors, or the presence of water or other conducting material?
- overloading of electrical circuits (including the inappropriate use of power boards or double adaptors)?
- damaged or poorly maintained electrical leads, cables, switches, plugs or power points?
- any other factors?

No Yes

No Yes

No Yes

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

5. *Manual handling and ergonomics*

A Will anyone be exposed to the possibility of muscle strain, sprain or back injury from actions that involve:

- bending forwards, bending sideways or twisting, especially if these movements are combined
- sudden or jerky movements, or lifting loads unevenly or to one side of the body?
- lifting, pushing, pulling or dragging heavy loads?

No Yes

No Yes

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

B Will anyone be exposed to the possibility of muscle strain, sprain or back injury from processes that involve:

- handling objects that are too heavy without having help available or working to deadlines without help?
- working in cramped spaces, difficult locations or on uneven ground or slippery floors?
- reaching above shoulder height or below knee level

No Yes

No Yes

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

C Will anyone be exposed to the possibility of muscle strain, sprain or back injury from activities that involve:

- vibration or jarring? No Yes
- moving materials over a long distance or handling loads that can't be held close to the body? No Yes
- staying in one position, especially bent, or carrying out repetitive actions, for a long period or at high speed? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

D Any other risk factors?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

6. Controls and isolation

A Are all the controls clearly marked, appropriately colour coded and within easy reach of operators?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

B Can the equipment be isolated from all sources of energy (such as through tagging out or locking out)?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

C Any other factors?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

7. Slips and falls

A Can anyone fall from a height (such as from a lack of guardrails, fallback cages or toe boards)?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

B Can anyone be exposed to trip or slip hazards from parts, fittings, surfaces, floors or substances?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

C Any other factors?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

8. Personal protective equipment

A Does the equipment lack an appropriate dust extraction system, or generate dust levels that may require the use of a dust mask? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

B Does the equipment operate in a high noise area or at a noise level that may require the use of hearing protection? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

C Will anyone be exposed to flying particles that may require the use of eye protection? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

D Do operators need any other items of PPE (such as gloves, hard hats, leather aprons or high visibility vests)? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

9. Lighting

A Is there sufficient lighting provided to all operational parts of the equipment?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

A Is there sufficient lighting around general work areas and thoroughfares?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

B Any other factors?

No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

10. Fatigue management and traffic control

A Is fatigue likely to be a factor in the operator's ability to concentrate and work safely (such as through working long hours, unpredictable hours or variable shift rosters)? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

B Are there likely to be other vehicles or pedestrians in the work area or thoroughfares while the operator is working? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

C Any other factors? No Yes

Tasks where exposure may occur	Risk rating	Current safety controls in place	Res. rating	Recommended new controls

Recommendations

Timeframe and responsibilities for recommended new controls				
Recommended controls	Timeframe	Personnel responsible	Signed	Date completed

Recommended controls requiring management approval (including controls requiring capital expenditure)