

# Hazard & Risk Management

		Severity				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Likelihood	Almost Certain 5	5	10	15	20	25
	Likely 4	4	8	12	16	20
	Possible 3	3	6	9	12	15
	Unlikely 2	2	4	6	8	10
	Very Rare 1	1	2	3	4	5

Last reviewed 1/4/24  
Next review 1/4/25  
Charley Spark

## Severity

### • Insignificant

No Injuries, low financial loss

### • Minor

First aid required, on site release  
immediately contained, medium financial loss

### • Moderate

medical treatment required, on site release  
contained with outside assistance,  
high financial loss

### • Major

Extensive injuries, loss of production  
capabilities, Off site major release but no  
detrimental consequences, major financial loss

### • Catastrophic

Death, toxic release off -site, huge financial loss

## Likelihood

### • Almost certain

The event is expected to occur in most  
circumstances

### • Likely

The event will probably occur at some time

### • Possible

The event is possible but not probable

### • Unlikely

The event could occur but is unlikely

### • Very rare

The event is unlikely to occur but is theoretically  
possible

### Low Risk (1-4)

avoid injury through continuous improvement

### Medium Risk (5-9)

manage by method statements / operations control  
/ management intervention / supervision  
/ monitoring

### High Risk (10-25)

Management control at all levels is a high priority.  
Manage by HS&E professional standards / HARM  
register / method statement / specialist knowledge /  
planning / supervision / monitoring

Hazard	Risk	IR A	Control methods	RR A	Training required	Review Date
Confined Space		16	<b>Isolate</b> - Falls controlled <b>Isolate</b> - Lockout / tagout <b>Eliminate</b> - Remove work from confined space <b>Isolate</b> - Energy / mechanical sources controlled <b>Minimise</b> - All confined spaces known and marked <b>Minimise</b> - Competent persons only <b>Minimise</b> - Permit to work system in place <b>Minimise</b> - Atmosphere tested and known <b>Minimise</b> - Rescue Plan <b>Minimise</b> - Adequate ventilation	3	<ul style="list-style-type: none"> <li>Hazard Identification</li> <li>License DG</li> <li>Staff Induction</li> <li>Traffic Controller</li> <li>Confined space certificate</li> <li>Appropriate tools</li> </ul>	1/4/26
Drugs and Alcohol		12	<b>Eliminate</b> - Send staff home when suspected of being under the influence <b>Minimise</b> - Strictly enforce a zero tolerance policy for drugs and alcohol <b>Minimise</b> - Management to complete an investigation if it is suspected that an employee is under the influence <b>Minimise</b> - Remedial or disciplinary action taken	3		1/4/26
Dust, Airborne Matter		9	<b>Eliminate</b> - Wear the appropriate PPE provide <b>Minimise</b> - Use fan ducting systems <b>Minimise</b> - Work in well ventilated areas	2	<ul style="list-style-type: none"> <li>Emergency First Aid</li> <li>Hazard Identification</li> <li>License DG</li> </ul>	1/4/26

Earthmoving		12	<p><b>Isolate</b> - Protective structure fitted</p> <p><b>Isolate</b> - No unauthorised entry into working area of machine</p> <p><b>Minimise</b> - Use right machine for job</p> <p><b>Minimise</b> - Competant operators</p> <p><b>Minimise</b> - Ensure proper site and ground assessment of soil, and stability for machine used</p> <p><b>Minimise</b> - Hi viz, safety footwear and hearing protection to be worn</p> <p><b>Minimise</b> - Ensure machine is adequately maintained</p> <p><b>Minimise</b> - Locate existing services prior to commencing</p>	2	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> </ul>	1/4/26
Environmental Hazards		12	<p><b>Min imise</b> - Cover up - hat, sunglasses, long sleeve shirt, long pants</p> <p><b>Eliminate</b> - Only work when weather permits</p> <p><b>Minimise</b> - Minimise work during 11 - 4pm over summer months.</p> <p><b>Minimise</b> - Apply sunblock</p> <p><b>Minimise</b> - Self monitor body effects</p> <p><b>Minimise</b> - Drink plenty of fluids</p> <p><b>Minimise</b> - Wear appropriate clothing</p> <p><b>Minimise</b> - Wear appropriate footwear</p> <p><b>Minimise</b> - Monitor weather</p> <p><b>Minimise</b> - Recieve weather faxes</p>	4	<ul style="list-style-type: none"> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> </ul>	1/4/26
Falling Material		12	<p><b>Isolate</b> - Stay out of fall zone</p> <p><b>Isolate</b> - Toe boards on platforms</p> <p><b>Eliminate</b> - Only work when weather permits</p> <p><b>Isolate</b> - Secure materials</p> <p><b>Isolate</b> - Safety netting and screens</p> <p><b>Minimise</b> - Hard hats to be worn</p>	4	<ul style="list-style-type: none"> <li>• Emergency First Aid</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> </ul>	1/4/26

Fatigue		12	<b>Minimise</b> - Keep hydrated <b>Minimise</b> - Regular driving breaks <b>Minimise</b> - Monitor working hours and rest breaks	4	<ul style="list-style-type: none"> <li>• Emergency First Aid</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> </ul>	1/4/26
Fire and Explosion		16	<b>Minimise</b> - Complete a 'Hot Work Permit' before starting hot work <b>Minimise</b> - Complete an evacuation plan for the whole site <b>Minimise</b> - Notify visitors of the evacuation plan <b>Minimise</b> - Have fire extinguishers available on site <b>Minimise</b> - Hot work, wear fire resistant clothing <b>Minimise</b> - Escape routes clear <b>Minimise</b> - No smoking on work sites <b>Minimise</b> - Monitor waste levels <b>Minimise</b> - Emergency procedures and plans <b>Minimise</b> - Trained fire wardens and first aiders	4	<ul style="list-style-type: none"> <li>• Emergency First Aid</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> </ul>	1/4/26
Health		12	<b>Isolate</b> - Approved container <b>Isolate</b> - Clean sheds, toilets and washing facilities <b>Minimise</b> - First aid training and kit <b>Minimise</b> - Safety Data Sheets for hazardous substances <b>Minimise</b> - Proper labelling <b>Minimise</b> - Good personal hygiene	4	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> </ul>	1/4/26

<p>Lifting Concrete Panels</p>		<p><b>12</b></p> <p><b>Isolate</b> - Keep work area and access clear at all times</p> <p><b>Minimise</b> - Wear the appropriate PPE <b>Minimise</b> - Complete a Task Analysis before starting work</p> <p><b>Minimise</b> - Check the lifting equipment that to be used</p> <p><b>Minimise</b> - Have the appropriate propping system</p>	<p><b>4</b></p> <ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover</li> </ul> <p>Ponds</p> <ul style="list-style-type: none"> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> </ul>	<p>1/4/26</p>
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Manual Handling		<b>16</b>	<p><b>Minimise</b> - Use manual handling aids</p> <p><b>Minimise</b> - Break loads down</p> <p><b>Minimise</b> - Regular housekeeping</p> <p><b>Minimise</b> - Keep load as close to body as possible</p> <p><b>Minimise</b> - Plan the activity before beginning</p> <p><b>Minimise</b> - Stretch and warm up</p> <p><b>Minimise</b> - Take regular rest breaks and don't work to exhaustion</p> <p><b>Minimise</b> - Lift in accordance with COP</p>	<b>4</b>	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> </ul>	1/4/26
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					<ul style="list-style-type: none"> <li>• Staff Induction</li> </ul>	
Mobile Plant		<b>20</b>	<p><b>Isolate</b> - Where possible segregate worker from machinery</p> <p><b>Isolate</b> - Designated site roadways</p> <p><b>Minimise</b> - Vehicles maintained in good condition</p> <p><b>Minimise</b> - Audio reverse warning installed</p> <p><b>Minimise</b> - Speed limited observed</p> <p><b>Minimise</b> - Competent operators</p>	<b>4</b>	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover</li> </ul> <p>Ponds</p> <ul style="list-style-type: none"> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> <li>• Traffic Controller</li> <li>• Dont leave plant in gear</li> </ul>	1/4/26
Noise		<b>12</b>	<p><b>Minimise</b> - Wear the appropriate hearing protection</p> <p><b>Minimise</b> - Keep radios below 85dB</p> <p><b>Minimise</b> - Move away from loud noises</p> <p><b>Minimise</b> - Test noise levels</p>	<b>4</b>		1/4/26

Other people in the place of work		12	<p><b>Eliminate</b> - Children and animals not permitted on site</p> <p><b>Minimise</b> - Warning signage</p> <p><b>Minimise</b> - Illumination of hazard areas</p> <p><b>Minimise</b> - High visibility clothing and hard hats if required</p>	4	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> <li>• Traffic Controller</li> </ul>	1/4/26
Public Protection		20	<p><b>Isolate</b> - Sufficient hoarding</p> <p><b>Isolate</b> - Fencing and barricades</p> <p><b>Isolate</b> - Construction separated from occupied area of projects</p> <p><b>Minimise</b> - Safe pedestrian access past site traffic management for loading and delivery</p> <p><b>Minimise</b> - Site Safe signage</p>	4	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> <li>• Traffic Controller</li> </ul>	1/4/26
Site Visits		16	<p><b>Minimise</b> - Undertake site induction</p> <p><b>Minimise</b> - Wear appropriate protective equipment</p> <p><b>Minimise</b> - Read hazardboard prior to entry</p> <p><b>Minimise</b> - Report to site supervisor or site office</p>	4	<ul style="list-style-type: none"> <li>• Seminar training</li> <li>• Staff Induction</li> </ul>	1/4/26

Slips and trips		12	<b>Eliminate</b> - Wipe up all spills <b>Isolate</b> - Guardrails <b>Minimise</b> - Put signage in place as required <b>Minimise</b> - Tidy workplace	4	<ul style="list-style-type: none"> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Seminar training</li> <li>• Staff Induction</li> </ul>	1/4/26
Vehicle Safety		12	<b>Eliminate</b> - All drivers and passengers are to wear seat belts <b>Eliminate</b> - Mesh screens to be installed in vans to protect the driver <b>Eliminate</b> - Use of hands free cell phone kit while driving <b>M: PPE Controls</b> - Chocks <b>Minimise</b> - Drivers are to rotate the driving duties for long distance driving	3	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> <li>• Traffic Controller</li> <li>• Dont leave plant in gear</li> </ul>	1/4/26
Vehicle Use		16	<b>Eliminate</b> - Avoid fatigue <b>Eliminate</b> - No distractions in vehicles <b>Isolate</b> - Secured loads <b>Isolate</b> - Use seat belts <b>M: Administrative</b> - Awareness of external factors (People and property) <b>Minimise</b> - Licensed drivers only <b>Minimise</b> - Daily check before use <b>Minimise</b> - Regular maintenance	4	<ul style="list-style-type: none"> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• License Forklift F</li> <li>• License Forklift Osh</li> <li>• License Wheels, Tracks and Rollers</li> <li>• Seminar training</li> <li>• Dont leave plant in gear</li> </ul>	1/4/26

Water Blaster		12	<b>Eliminate</b> - Check oil levels and correct fuel is used <b>Minimise</b> - Wearing hearing protection <b>Minimise</b> - Wear suitable safety glasses <b>Minimise</b> - Complete a competency assessment form <b>Minimise</b> - Contain contaminates from the water blasting, environmental risk.	4	<ul style="list-style-type: none"> <li>• Hazard Identification</li> <li>• Staff Induction</li> </ul>	1/4/26
Weather Conditions		12	<b>Eliminate</b> - Listen to weather forecast <b>Eliminate</b> - Receive weather faxes <b>Eliminate</b> - Observe weather conditions during the days activities	4	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Hazard Identification</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Staff Induction</li> </ul>	1/4/26
Work Sites		12	<b>Minimise</b> - Complete a 'Site Hazard Assessment' before commencing work <b>Minimise</b> - Complete 'Task Analysis' before up coming tasks are preformed <b>Minimise</b> - Routinely hold Tool Box Meeting to review hazards	4	<ul style="list-style-type: none"> <li>• Hazard Identification</li> <li>• Seminar training</li> <li>• Staff Induction</li> </ul>	1/4/26



Working on Roads and Footpaths		12	<p><b>Minimise</b> - Report incidents that effect your working safety on roads</p> <p><b>Minimise</b> - Arrange a Traffic Management Plan (TMP)</p> <p><b>Minimise</b> - Barricade construction area if possible</p> <p><b>Minimise</b> - Appropriate PPE to be worn at all times</p> <p><b>Minimise</b> - Road signage in be install and managed has per TMP</p> <p><b>Minimise</b> - 'TC' are to manage the 'TMP' on behalf of the STMS</p>	4	<ul style="list-style-type: none"> <li>• Advanced Driving</li> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Induction at Shotover Ponds</li> <li>• License car,</li> <li>• License Class Five</li> <li>• License Class Four</li> <li>• License Class Three</li> <li>• License Class Two</li> <li>• License DG</li> <li>• Site Traffic Manageme nt Supervisor</li> <li>• Staff Induction</li> <li>• Traffic Controller</li> </ul>	1/4/26
Working Outside		12	<p><b>Minimise</b> - Wear hat with wide brim or cap with neck flap</p> <p><b>Minimise</b> - Put sunscreen on skin not covered by clothing</p> <p><b>Minimise</b> - Use a sunscreen with SP30+ broad-spectrum sunscreen</p> <p><b>Minimise</b> - Drink plenty of liquids i.e. water <b>Minimise</b> - Drink 6-8 glasses of water per day is recommended</p>	4	<ul style="list-style-type: none"> <li>• Emergency First Aid</li> <li>• Hazard Identification</li> <li>• Seminar training</li> </ul>	1/4/26
Workstation pain & discomfort		12	<p><b>Minimise</b> - Micro breaks from work station <b>Minimise</b> - Set up in accordance with COP. <b>Minimise</b> - Mix tasks according to comfort level</p>	4	<ul style="list-style-type: none"> <li>• Hazard Identification</li> </ul>	1/4/26

Last reviewed: 1/4/25  
Next review date: 1/4/26  
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