

Hazard	Potential Harm	Risk Rating 1	Eliminate/ Minimise	Control of Hazard	Risk Rating 2	Trained Operator Only	Last Review Date	Hazard Location
Angle Grinder	Loss of sight, amputation and hearing loss	E	M	Eye and ear protection to be worn at all times. Correct PPE. Check wheels are not cracked or broken. Use correct discs. Check cables. Trained operator only.	H	Y	13.11.17	Workshop
Asbestos	Ill health if exposure	E	E	All staff should be trained to recognise asbestos, the risks associated with it. Check ACC Risk Cards. Upon finding a material that you may believe to be asbestos, do not touch and inform management. Trained handler only.	M	Y	13.11.17	External Worksites
Augering holes/ Underground Services	Injury to self/ others	E	M	Ensure others remain totally clear. Signage/ barricades if required. Monitor this at all times. Services identified-Before U Dig. Trained operator only.	L	Y	13.11.17	External Worksites
Bench Grinder	Eye damage, damage to hearing and abrasions. Jamming, burning.	E	M	Check grinding wheels are in good working condition. Always wear eye protection and ear muffs. Refer to Safe Operating Procedures. Trained operator only.	H	Y	13.11.17	Workshop
Birds hitting windscreen	Injury to self/ others. Damage to vehicle.	H	M	Don't swerve to avoid as could endanger others on road. Licenced drivers only.	L	Y	13.11.17	External Worksites
Birds nesting in machine	Fire	H	E	When doing pre-start, check engines regularly/ twice daily in nesting season, and remove. Trained operator only.	L	N	13.11.17	External Worksites/ Machines & Vehicles
Cell phones	Death or injury through inattention	E	E	People to watch where they are going at all times. Do not operate machinery/vehicles while on cellphone, as outlined in staff handbook. Personal calls to be made during break times only.	M	Y	13.11.17	Workshop/ External Worksites
Chainsaw	Injury/death to self/others	E	M	Any tree felling required to be notified to management as permit required. Wear correct PPE. Ensure guards used. Trained persons only.	H	Y	13.11.17	External Worksites
Chemicals & Cleaning Fluids	Damage to eyes and skin. Breathing difficulties. Poor storage. Burns	H	M	Gloves, Face & Breathing Protection over clothes protection if required. Use the correct PPE, and do not use if the correct PPE is not available. Training of staff. Refer to SDS in office or Ute Manual. Keep hazardous substances stored in original or clearly marked container. Should there be any concerns refer Management.	M	Y	13.11.17	Workshop/ External Worksites

Hazard	Potential Harm	Risk Rating 1	Eliminate/ Minimise	Control of Hazard	Risk Rating 2	Trained Operator Only	Last Review Date	Hazard Location
Cherry nets/ low wires	Brake wire. Injury to others/ machine damage	H	M	Awareness of surroundings. Task Analysis completed before start. Use spotter if possible. Trained persons only.	M	Y	13.11.17	External Worksites
Client's workers	Injury to themselves	E	M	Ensure Task Analysis/Hazard ID completed before start, and they have read & signed for awareness of hazards. They must wear full PPE, including hard hat if working near machine (supply them with this if necessary). Notify supervisor if assistants fail to have correct gear	M	Y	13.11.17	External Worksites
Climbing on and off machinery	Slips causing broken limbs and back injuries	E	M	Correct footwear. Use extreme caution. 3 points of contact	M	N	13.11.17	Workshop/ External Worksites
Cold Weather	Hypothermia/ Chilling	H	M	Wear suitable warm clothing, gloves, hats and footwear. No work if conditions are unsuitable. Take breaks to warm up if necessary. Give an example of what warm clothing should be worn. Inform staff the day before, when rough weather is forecasted. Instruct staff to bring layers, jackets and wet weather gear to work every day, in case of changes in the weather.	L	N	13.11.17	Environment
Company Cars and other Work Vehicles	Serious injuries to yourself and others including death	E	M	Do not exceed speed limits. Drive to the conditions. Licenced persons only.	M	Y	13.11.17	External Worksites/ Machines & Vehicles
Compressed Air and Compressor/ Pressurised Lines	Eye and ear damage. Damage to skin. Potential death. Extreme injury	E	M	Eye and ear protection to be worn at all times. Do not point air tool or guns at anybody. Check all fittings are secure. Trained operator only. Ensure compressor turned off after use. Turn off before inspecting, open cowlings, let air through/ trained person only to check.	H	Y	08.11.17	Workshop
Demolition of buildings/ sheds	Injury to self/others. Gas. Electrocution. Sharp objects. Asbestos	E	M	Ensure Task Analysis/Hazard ID completed before start. Ensure all services have been disconnected & appropriate persons notified. Wear PPE. If asbestos discovered, do not touch/ or proceed, notify management immediately	M	Y	13.11.17	External Worksites
Diesel/ oil	Slipping, Spillage, Skin & Eye irritation.	H	M	Drain Bucket placed underneath to stop oil leaking onto the ground. Check SDS on site	L	Y	13.11.17	Workshop/ External Worksites

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Domett 3-axle tipping trailer	Slipping, tipping, falls, damaged backs, limbs	H	M	Out of Action/ At workshop. Do not use until further notice	H	Y	11.10.17	Machines & Vehicles
Drill Press	Serious eye, face, body and hand injuries. Damage to ears	E	M	Eye and ear protection to be worn. Do not wear loose clothing. Trained operator only.	H	Y	13.11.17	Workshop
Drills & Dyna Drill	Serious injuries including electrocution. Eye and ear damage, burns. Damage to hands and fingers	H	M	Always wear eye and ear protection. Check that areas to be drilled are free from electric cables, steam pipes etc. Do not wear loose clothing or jewellery. Use caution at all times. Trained operator only	M	Y	13.11.17	Workshop
Drugs and Alcohol	Serious injuries and death to yourself and others	E	E	No person is to operate any machinery or any vehicle whilst under the influence of Drug or Alcohol, unless prescribed by a licensed medical practitioner. Any person who finds themselves in this position should report it to management without delay. Follow company policy.	L	N	13.11.17	Workshop/ External Worksites
Dust	Eye injury/ long term injury to lungs	H	M	Remain inside machine as much as possible. Wear dust mask as required. Use dust preventative.	M	Y	13.11.17	Workshop/ External Worksites/ Environment
Earthquake	Damage to buildings, liquefaction, landslides, mudslides, avalanches, ground displacement, flooding, drowning, fire, injury, death.	H	M	Buildings built to earthquake standards, emergency procedure in place. Safe places in all areas to drop cover and hold. Clear and well sign posted exits that can be opened from the inside without a key.	M	Y	13.11.17	Environment
Electricity	Burns, shock electrocution, fires and explosions. Working with unknown plant or equipment	E	M	Use Safe Practice Guidelines around Electricity. Keep 4m clear. Complete Overhead Line Close Approach request where required. Use guarding and insulators such as glass, mica, rubber or plastic to stop or reduce flow of current. Never use unsafe practices, equipment or installation. Ensure all equipment well maintained , & tagged as certified. Trained operator only	H	Y	13.11.17	Workshop/ External Worksites
Extension cords	Electrocution. Tripping broken limbs	H	M	Safety switches and leads used. Any broken plugs or exposed wires to be reported immediately and not used until fixed. RCD's to be used. Roll up after use. Annual checked and tagged as certified by qualified person. Remove or get fixed if damaged. Trained operator only	M	Y	13.11.17	Workshop

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External Worksites	Serious injuries because of hazards unknown	H	M	Always check for hazards before commencement of any work. Comply with worksite procedures. Complete Site Safety Plan prior to work commencement. Talk with all on site pre-start and make aware of hazards.	M	Y	13.11.17	External Worksites
Falling branches/trees	Injury to self/ others	E	M	Ensure trained persons only. Use a spotter. Keep a safe distance. Ensure Task Analysis/Hazard ID completed before start. PPE/ hard hat	H	Y	13.11.17	External Worksites
Falling debris/ rock from higher ledges	Injury to self/ others.	E	M	Hard hat to be worn. Safe zone. Remain in machine as possible/ depending on task.	M	Y	13.11.17	External Worksites
Fatigue	Serious accidents causing death	E	M	Always report fatigue to management. Never operate any company vehicle under these conditions. Follow company policy & good practice guidelines.	L	N	13.11.17	Workshop/ External Worksites
Faulty Personal Protective Clothing	Faulty PPE can cause injury, fume inhalation, vision and/or hearing loss.	H	M	Properly maintained PPE which is replaced when required. Ensure PPE is appropriate for job and fulfils its purpose. Follow company policy	M	Y	13.11.17	Environment
Fermentation Fumes	Possible breathing difficulties. Eye irritation	M	M	Wear face mask, eye protection. Work in pairs, don't stay in area if affected	L	N	07.03.17	External Worksites
Fire	Burns, gas inhalation, smoke inhalation, vision and/or hearing loss.	E	M	Fire extinguishers in workshop/ machines/ trucks and utes. Emergency evacuation plan, exits clearly marked. Staff trained in fire prevention. Induction includes fire emergency processes and ongoing training. Designated smoking areas. Rules and signs in place to turn off gas.	M	Y	21.08.17	Workshop/ Environment

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Floors	Slipping. Back Injuries. Broken limbs	H	M	Always wear the correct footwear for the surface you are working on. Tidy up after each job.	L	N	13.11.17	Workshop
Footwear & Slipping	Tripping, Falls, Serious injuries including back injuries	H	M	Always wear the correct footwear. Steel cap, lace up. Ask management if unsure. Never wear leather soles on concrete or slippery surfaces.	L	N	13.11.17	Workshop
Forklifts	Serious head injuries, crushing and death may occur	E	M	Only fully trained operators with correct licence. Make sure loads are secure. No passengers. Operator to keep others well clear at all times. Adhere to manufacturers guidelines.	M	Y	13.11.17	Workshop/ Machines & Vehicles
Gabion basket assembly	Wire cut from sharp edges. Falling rocks on filling causing injury to self/ others	H	M	Wear gloves. Ensure Safe Operating Procedure followed for assembly. Hard hat/PPE while filling	M	Y	13.11.17	External Worksites
Gas bottles	Death, injury, explosions, burns	E	M	All bottles certified, only handled and connected to fittings by authorised personnel. Refer SDS as required	M	Y	13.11.17	Workshop
Gas Cutting	Serious burns. Loss of eyesight and respiratory problems.	E	M	Flashback arrestors must be fitted. Full eye protection must be worn. Gloves to be worn. Area must be well ventilated. Complete safety check to be carried out before starting work. Ensure gas turned off after use. Trained operator only.	H	Y	13.11.17	Workshop
Gas Cylinders falling over	Injury to self, others. Explosion	H	M	Properly secure using restraints.	L	N	13.11.17	Workshop
Gas Welding	Serious burns to skin and eyes. Hand damage and breathing difficulties	E	M	Trained and competent person only. Correct PPE (eye and head protection) must be worn at all times. Precheck equipment, ensure hoses are in good condition. Precheck area for flammable materials, ensure 3m clear zone. Consider all risks before using equipment. Ensure gas turned off after use.	H	Y	11.04.17	Workshop
Grit on road (skidding)	Crash/ injury to self/ others	H	M	Slow right down when road heavily gritted. Drive to the conditions. Trained driver only.	M	N	13.11.17	External Worksites

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Hand tools	Hand or eye injury	H	M	Use appropriate tool for the job. Ensure know how to use correctly. Wear appropriate PPE	L	Y	13.11.17	Workshop
Heavy Duty Electric Drill	Twisting causing injury to hands, wrists. Debris causing eye damage. Clothing becoming caught	H	M	Always maintain a strong grip on Drill. Eye protection must be worn at all times. Do not wear loose clothing. Trained perspn only.	L	N	13.11.17	Workshop
High winds	Flying loose objects causing injury. Crushing from falling shelter trees.	H	M	Take extra care. Keep alert. Tie down/secure loose materials. Hard hat	L	N	13.11.17	Environment
Hire Equipment	All types of injuries	E	M	Always make sure that the Hire Company provides you with all the relevant safety information pertaining to the equipment you are hiring. Complete Pre-Check on all hire gear	M	Y	13.11.17	External Worksites
Hitachi Loader	Roll over. Death. Injuries to public	E	M	Only trained operators. Be familiar with Safe Operating Procedures.	M	Y	11.10.17	Machines & Vehicles
Hoses to gas appliances	Death, injury, explosions, burns	E	M	Thorough maintenance annually by certified technician. Trained person only.	L	Y	13.11.17	Workshop
Hot fires/burn piles/ stumps rolling off	Burns/ injury to self/ others	E	M	Keep a safe distance. Monitor burn pile at all times. Permit requested and complied with/ held on site. Don't work too close to pile (in fall area). Ensure guard on.	L	Y	13.11.17	External Worksites
Hot Weather	Dehydration/ sunstroke/ sunburn/ fatigue	H	M	Ensure liquid intake is sufficient to avoid dehydration, wear sunhats, sunglasses, sunscreen & layered clothing. No work in extreme heat conditions. All staff must take their breaks when due to avoid fatigue.	L	N	13.11.17	Environment
Hot work	Serious Burns may cause death	E	M	Check for combustible materials on worksite. Area must be gas free at all times. Protective clothing must be worn. Keep others away from worksite. 3m safe zone. 30 min safety buffer (following work). Firefighting equipment to be on hand at all times.	L	Y	13.11.17	Workshop
House Keeping	Serious injuries to limbs and backs	H	M	Always clean up work shop. Do not leave cords or cables on ground if not in use. If work materials and tools required on ground make sure they can be clearly seen. Regular assessment of house keeping.	M	N	13.11.17	Workshop
Hydraulic Jacks	Crushing. Loss of life. Broken limb	H	M	Extreme caution. Make sure blocks are used. Trained operator only.	M	Y	13.11.17	External Worksites
Hydraulic Press	Serious injury to body and limbs	E	M	Keep hands well clear. Always wear correct footwear. Correct PPE. Use extreme caution at all times. Trained operator only.	H	Y	13.11.17	Workshop
Jacked vehicles	Crushing. Death	E	M	Always use blocks in conjunction. Trained person only.	M	Y	13.11.17	Workshop
Jewellery	Strangulation. De-gloving of finger	H	E	Remove all jewellery	L	N	13.11.17	Workshop/ External worksites

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Jig saw	Serious eye damage, loss of limb	E	M	Eye protection to be worn at all times. Never wear loose clothing near machine. Keep other staff away when operating. Trained operator only.	H	Y	13.11.17	Workshop
Komatsu PC138 digger	Roll over. Death. Injuries to public	E	M	Only trained operators. Be familiar with Safe Operating Procedures for machine and adhere to load bearing guide. Ensure pre-checks completed daily	M	Y	11.10.17	Machines & Vehicles
Kubota 6T digger	Roll over. Death. Injuries to public	E	M	Only trained operators. Be familiar with Safe Operating Procedures for machine and adhere to load bearing guide. Ensure pre-checks completed daily	M	Y	11.10.17	Machines & Vehicles
Kubota U17 & U27 digger	Roll over. Death. Injuries to public	E	M	Only trained operators. Be familiar with Safe Operating Procedures for machine and adhere to load bearing guide. Ensure pre-checks completed daily	M	Y	11.10.17	Machines & Vehicles
Ladders	Falls causing broken limbs, back injuries. May even cause death	E	M	Ladders must be in good working condition and regular maintenance checks carried out and notify any damage. Ensure stays are connected and safety catches in place. Never use on unstable surfaces. Seek assistance of work mate to stabilise. Do not use at unsafe angle. Ladders should not be used as a work platform, except for minor repair work for short duration (minutes). Read S.O.P "Don't overload, don't over reach, don't rest tools-carry on tool belt, stop at 3rd step from top, 3 points of contact, must comply with AS/NZS 1892 standard."	M	Y	13.11.17	Workshop/ External Worksites
Lifting chains/ strops/ throwing chains over trailer	Injury to self and others	E	M	If lifting gear required, check it is certified for the weight required. If in doubt check with management. Trained rigging & slinging	M	Y	13.11.17	Workshop/ External Worksites
Long hair	Serious head injuries	E	E	Ties hair back if there is any danger of it being caught in any machine you are using	M	Y	13.11.17	Workshop
Loose clothing	Serious injuries including death if caught in machinery	E	M	Always make sure clothing is well fitting. Use extreme caution. Do personal safety checks before operating machinery.	M	Y	13.11.17	Workshop/ External worksites
Machinery attachments	Personal injury. Injury to others.	E	M	Trained operator only. Pre-start check completed prior to use. Ensure safety pin in place. Use PPE. Leave on ground when not in use. Use correct lifting equipment	L	Y	13.11.17	Machines & Vehicles
Manual Lifting	Spinal injuries. Muscle injuries	H	M	Always seek help if weight over 20kg, or not comfortable. Use correct lifting technique & lifting equipment where possible. Keep back straight. Follow good practice guidelines.	M	Y	13.11.17	Workshop/ External Worksites
Medical Conditions	May cause serious harm	H	E	Any person who suffers from a medical condition that may impair their ability to work in a SAFE manner must report this to management.	L	N	13.11.17	Workshop/ External Worksites
Metal Cut-Off Saw	Serious eye, hand, face injuries may occur. Loss of limbs. Ear damage. Serious cuts and abrasions	E	M	Eye and ear protection to be worn at all times. Work should be clamped correctly. Keep hands well clear and keep others away while operating. No loose clothing. Trained operator only.	H	Y	13.11.17	Workshop
New compactor (Big big blue)	Fire/ Injury to self due to diesel spillage	H	M	Use correct funnel to refuel. Ensure correct PPE used. Follow Safe Operating Procedures. Trained persons only	M	Y	13.11.17	Machines & Vehicles

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No Guards on Machinery	Serious injuries. Loss of limbs. May cause death	E	E	Trained persons only. A safety pre-check must be carried out before using any machines. Check guard on if fitted. If in doubt consult management.	M	Y	13.11.17	Workshop/ External worksites
No phone services	Unable to contact for help if needed	H	M	Investigating Personal Locator Beacon for a worker to take when/ if situation where no phone signal and working alone. Refer working alone policy	M	N	13.11.17	External Worksites
Noise	Noise induced hearing loss	H	M	Wear appropriate ear protection. Ensure others do also. Advise if going to make loud noise. Follow good practice guidelines	M	Y	13.11.17	Workshop
Office	Tripping, stress, posture, injuries, eye strain, old/poor conditioned equipment	H	M	Staff trained on correct work station set-up. Regular stretch intervals. Adequate lighting/shade. Malfunctioning equipment to be repaired or discarded and replaced.	L	Y	13.11.17	Workshop
On ute fuel tank	Explosions pollution etc Death	E	M	Only Trained operator extreme caution. Knowledge /SOP and emergency procedures. SDS & spill kit available	M	Y	11.10.17	External Worksites/ Machines & Vehicles
Open trenches	Engulfment/ injury to self/ others	E	M	Trained operator only. Use safe operating procedure/ best practice guidelines for trenching. Use benches/ batters/ shore if required. Eliminate others from trench where possible. Cover, fence or fill in if left unattended.	H	Y	21.08.17	External Worksites
Overhead lines	Electrocution. Injury to self/others	E	M	Trained operators only. Keep 4m distance away. Notify management if require closer than this-permit required. Eliminate if possible (get power turned off). Spotter required. Check twice. Follow SOP	H	Y	13.11.17	External Worksites
Petrol	Explosion, Fire, Burn, Death, Spillage, Skin & eye irritation. Serious burns if ignited. Poisoning if ingestion or inhalation.	E	M	Locked storage facilities, signage, and approved fire extinguisher close by. Care exercised when refuelling vehicles to prevent fires & spillage. If liquid splashing does occur on skin or clothing, wash well with plenty of soap and water. Remove contaminated clothing. Prevent run offs into drain or waterways. Keep ignition sources away from fuel. SDS on site. Don't expose to naked flame. Cover eyes. Do not siphon with mouth. If ingested seek urgent medical attention. Always use and decant in a well-ventilated area. Keep fire extinguisher readily available.	H	Y	13.11.17	Workshop/ External Worksites
Petrol Containers	Fire risk, burns, eye injury, fume inhalation	H	M	Utilized by authorised personnel only. Containers to be kept in designated storage area. Approved fire extinguisher close by.	M	Y	13.11.17	Workshop
Plant & Tools Fault (Refer to Machinery & Vehicle Register for all vehicles)	Electrocution causing serious injury and even loss of life	E	M	Always do pre-check on plant/ tools you are using. Report anything unusual to management, if broken have repaired or replace before use. Correct PPE. Use all guards as appropriate. Trained operator only.	H	Y	21.08.17	Workshop/ External Worksites
Portable Grinder	Serious eye and face injuries. Electrocution	E	M	Always check wheel is in good order and guards are always in place. Eye and face protection to be worn. Check electric cables. Wear earmuffs. Hold firmly with both hands. Trained operator only.	H	Y	13.11.17	Workshop
Possible mine shafts	Ground cave in. Injury to self.	E	M	Before U Dig/ ground survey done. Keep clear access. Local knowledge of area. Dig with caution.	M	N	13.11.17	External Worksites

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Post-Driving/Noise	Damage to hearing. Injury due to falling materials/moving parts	H	M	Use PPE (ear protection/hard hat) correctly. Safety pin used. Wedge/manual lock on quick hitch.	L	Y	09.05.17	External Worksites
Rabbit holes/ Ruts in ground/ Open footings	Slip, trip, fall. Injury to self/ others	M	M	Eyes on path at all times. Ensure others are aware of hazard. Use cones	L	Y	13.11.17	External Worksites
Reversing vehicle into objects	Cause injury to self/others/gear	E	M	Ensure trained in operating particular vehicle. Look around/plan route prior to moving. Use mirrors. Reverse park if possible. Use reversing camera if fitted-don't rely on. Spotter if able, ensure safe distance.	L	Y	13.11.17	Workshop / External Worksites
Sewerage Pipes	Harmful/ toxic to self/ others	H	E	Trained person (drain-layer) to work with sewerage pipes only. Keep safe distance. Don't touch.	L	N	09.05.17	External Worksites
Skill Saws	Loss of limb. Eye damage. Serious cuts and abrasions.	E	M	Eye and ear protection to be worn. Do not wear loose clothing. Trained operator only.	H	Y	13.11.17	Workshop
Snow/Winter conditions/Ice	Crash / Slipping / Disorientation / Vision Compromised / Hypothermia / Frostbite / Damage to vehicle	H	M	Check weather forecast, don't ask staff to come to work if unsafe, or if they may not be able to get home safely, or if conditions are such that they can't do their job. Processes in place to inform staff if conditions are dangerous. Check and drive to road conditions. Reduce speed. Defrost vehicles prior to use. 3 points of contact when checking oil etc on machines	M	Y	13.11.17	Environment
Soak Pit Cave/fall in	Injury to self/ others	H	M	Batter/shore off one side to allow safe access on one side. Notifiable if depth is 1.5m or greater	M	Y	07.02.17	External Worksites
Solvents & Thinners	Breathing problems. Loss of eye sight, skin burns	H	M	Good practice to wear eye protection and face & mouth cover. Refer SDS	M	Y	13.11.17	Workshop
Splinters	Blood poisoning if left unattended	M	M	Wear appropriate PPE (gloves) when using wooden tools, or handling wooden objects.	L	N	09.05.17	External Worksites
Staffroom	Tripping & Burns	H	M	Staff instructed to keep area tidy. Extreme care taken with ZIP	M	N	13.11.17	Workshop
Steep terrain	Roll over, death, injury to self/ others	E	M	Trained persons only to operate machinery. Machines with rollover protection. Keep safe distance from edge. Wear seat belt.	M	Y	13.11.17	External Worksites
Stones/branches flicking up when root-raking	Hit by object. Injury to self/ others	H	M	Ensure safe zone clear. Any workers on ground wear hard hat/PPE and are aware. Trained operator only. Remove objects gently from ground.	L	Y	13.11.17	External Worksites
Incorrect Storage	Things not put away-may cause injury to self	H	M	Put things away after use to keep walkways and corridors clear, to avoid slips, trip and falls.	M	Y	13.11.17	Workshop
Stress	Physical, mental, emotional harm, headaches, elevated blood pressure, chest pain, fatigue	H	M	Identify causes of stress, ensure adequate breaks are taken, as per company policy/ induction training.	M	Y	13.11.17	Workshop
Sumitomo 12T digger	Roll over. Death. Injuries to public.	E	M	Only trained operators. Be familiar with Safe Operating Procedures. No anti-drop mechanism so used for specific tasks only. Check with Manager on task.	H	Y	13.11.17	Machines & Vehicles
Sumitomo SH130 digger	Roll over. Death. Injuries to public	H	M	Only trained operators Be familiar with Safe Operating Procedures.	H	Y	11.10.17	Machines & Vehicles

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Sun Strike	Crash/ injury to self/ others	H	M	Slow right down when sun strike occurs. Drive to the conditions. Wear sunglasses and use visor	M	N	13.11.17	Environment/ External Worksites
Threading Machine	Damage to eyes, splinters, strains, cuts	E	M	Eye protection to be worn at all times. Never wear loose clothing near machine. Keep others away when lathe operating. Trained operator only.	H	Y	13.11.17	Workshop
Trainees / Apprentices	Serious injury to self and others due to inexperience	E	M	Trainees and Apprentices should not carry out any activity that they do not feel comfortable with or they think is beyond them. They should seek guidance from their supervisor/trainer. Must be closely monitored until trained and or deemed capable and competent by a nominated competent person If the supervisor/trainer requests them to carry out an activity that they do not feel comfortable with they should not proceed and report to their manager.	H	Y	13.11.17	Workshop/ External Worksites
Trucks (all company)	Accidents causing injury and death.	H	M	Licensed operators only. Unless supervised for training. Be aware of other on road at all times. Drive to the conditions/ slower than speed limit in certain high risk areas.	M	Y	11.10.17	Machines & Vehicles
Trucks/vechicles/machinery moving on site	Serious injuries. May cause death	E	M	Eyes open. Wear high vis/ PPE. Be aware of reserving alarms and make sure you have be seen by driver/ operator before entering. Do not approach moving vehicles. Stay in safety zone/ coned area.	M	Y	13.11.17	Workshop
Vehicles and Loads	Slips and falls, back injuries	H	M	All loads must be secure and checked by senior staff member. Refer to Staff information on Back Injuries etc.	M	Y	13.11.17	External Worksites
Visitors/ Public	Death or injury. Not aware of hazards	E	M	Visitors to report to staff on entry. Must remain in office or staff rest areas only. Children to be accompanied by adult at all times. Always check for any others on or near worksite. It is your duty to warn and to provide warning signs if required. Always be in control.	M	Y	13.11.17	Workshop/ External Worksites
Water cart	Injury to self due to high pressure hose	M	M	Ensure trained in using. Ensure pressure released or securely held before releasing pipe/water. Use caution and PPE	M	Y	08.02.17	Machines & Vehicles
Water hole intake for ponds	Falling into them, sprains, bruises, drowning	M	M	Staff working in area made aware of hazard. Communicate regularly/working alone policy	L	N	09.05.17	External Worksites
Water races	Falling into them, sprains, bruises, drowning	H	M	Staff working in area made aware of hazard. Communicate regularly/working alone policy. Eyes on path	L	N	09.05.17	External Worksites
Winch	Amputation. Cuts etc. Eye injury	H	M	Use extreme caution. Only trained operators	M	Y	13.11.17	Workshop
Working alone	An injury of increased severity due to working alone	H	M	Always make sure someone knows where you are, and job completion time. Complete Site Safety Plan prior to work commencement to identify hazards and check in at regular agreed intervals. Refer working alone policy	H	Y	13.11.17	External Worksites
Working at Heights	Falls, serious injuries. Broken limbs. May cause death	E	M	Handrails to help prevent, slips and falls. Good lighting. Ladders should not be used as a work platform, except for minor repair work for short duration (minutes only). Follow Safe Operating Procedures.	M	Y	13.11.17	Workshop/ External Worksites
Working in Confined Spaces	Serious injuries including death	E	M	Stop Work. Use certified person only	L	Y	09.05.17	External Worksites

Hazard	Potential Harm	Risk Rating 1	Eliminate/ Minimise	Control of Hazard	Risk Rating 2	Trained Operator Only	Last Review Date	Hazard Location
Working on side roads	Serious injury. Death	H	M	Hi-Vis to be worn at all times. Use extreme caution & signage. TMP where applicable	M	Y	09.05.17	External Worksites
Working on truck decks	Slipping. Back injuries. Falls. Broken limbs	H	M	Correct footwear. Keep decks tidy. Don't lift heavy weights. Eyes on path.	M	N	13.11.17	Workshop/ External Worksites
Workplace/ buildings	Trapped, Death, Injury, Burns	E	M	Clear and well sign posted exits allowing for prompt escape routes. Tidy floor areas with signage around equipment. Fire extinguishers in all workplace buildings. All exits are able to be opened from the inside without a key. Emergency drills at least 6 monthly.	M	Y	13.11.17	Workshop
Young persons'/ untrained worker operating machinery	Serious injury to self and others due to lack of experience. Death	E	M	No person under the age of 16 years to operate plant or machinery. Young persons' to be kept away from working plant or machinery. Trainees must be closely supervised. Know your limits.	M	Y	13.11.17	Workshop/ External Worksites/ Machines & Vehicles