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| **Company:** | **ABN:** | **Prepared by:** | **Sign Off:** | |
| **Principal Contractor: Oscon (AUST) Pty Ltd** | **Project Address:** | | | **Date:** |
| **Task / Work Activity:** | | **Plant, equipment:** | | |
| **Training/Certification: □** SAT Card □ Site Induction Other: | | | | |
| **Permit to work: □**Hot Work □Confined Space □Excavation | | **Documentation: □**MSDS □Drawing | | |
| **PPE:** √Hard hat √Safety boots √Hi-viz □Earplugs □Eyewear □ Rigging Gloves □PVC Gloves □Dust Mask □Respiratory Mask □Face Shield □Harness | | | | |
| **Relevant OHS Act & Regs:**  OHS Act 1984  OHS Regs 1996 | **Other Relevant Standards, Codes, Guidance Notes:** | | | |

Measure of consequence or impact Measure of Likelihood

|  |  |  |
| --- | --- | --- |
| **Level** | **Descriptor** | **Example Detail Description** |
| 1 | Insignificant | No injuries, low financial loss |
| 2 | Minor | First aid treatment, medium financial loss |
| 3 | Moderate | Medical treatment, high financial loss |
| 4 | Major | Loss time injury, major financial loss |
| 5 | Catastrophic | Fatality, huge financial loss |

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| **Level** | **Descriptor** | **Description** |
| A | Almost certain | Is expected to occur in most circumstances |
| B | Likely | Will probably occur in most circumstances |
| C | Possible | Might occur at some time |
| D | Unlikely | Could occur at some time |
| E | Rare | May occur in exceptional circumstances |

Risk analysis matrix Hierarchy of Controls

|  |  |  |  |  |  |
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| **Likelihood** | **Consequence** | | | | |
| **Insignificant**  **1** | **Minor**  **2** | **Moderate**  **3** | **Major**  **4** | **Catastrophic**  **5** |
| A (almost certain) | High | High | Extreme | Extreme | Extreme |
| B (likely) | Moderate | High | High | Extreme | Extreme |
| C (moderate) | Low | Moderate | High | Extreme | Extreme |
| D (unlikely) | Low | Low | Moderate | High | Extreme |
| E (rare) | Low | Low | Moderate | High | High |

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| 1. Eliminate  (get rid of) |
| 2. Substitute  (change) |
| 3. Isolate  (the hazard from the person) |
| 4. Engineer  (design change) |
| 5. Administrate  (instructions and signs) |
| 6. PPE  (gloves, goggles etc) |

Most Effective

Least Effective

| ITEM No | **JOB STEPS**  Break the job down into steps | **POTENTIAL HAZARDS**  Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | **RISK**  **RATING**  L,M, H, E | **CONTROLS**  Decide what actions are necessary to eliminate or minimize the hazards according to the hierarchy | | **PERSON RESPONSIBLE** | **RESIDUAL**  **RISK**  L,M,H,E |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |  |
| 7. |  |  |  |  |  |  |  |
| 8. |  |  |  |  |  |  |  |

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| ITEM No | **JOB STEPS**  Break the job down into steps | **POTENTIAL HAZARDS**  Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | **RISK**  **RATING**  L,M, H, E | **CONTROLS**  Decide what actions are necessary to eliminate or minimize the hazards according to the hierarchy | | **PERSON RESPONSIBLE** | **RESIDUAL**  **RISK**  L,M,H,E |
| 9. |  |  |  |  |  |  |  |
| 10. |  |  |  |  |  |  |  |
| 11. |  |  |  |  |  |  |  |
| 12. |  |  |  |  |  |  |  |
| 13. |  |  |  |  |  |  |  |

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| ITEM No | **JOB STEPS**  Break the job down into steps | **POTENTIAL HAZARDS**  Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | **RISK**  **RATING**  L,M, H, E | **CONTROLS**  Decide what actions are necessary to eliminate or minimize the hazards according to the hierarchy | | **PERSON RESPONSIBLE** | **RESIDUAL**  **RISK**  L,M,H,E |
| 14. |  |  |  |  |  |  |  |
| 15. |  |  |  |  |  |  |  |
| 16. |  |  |  |  |  |  |  |
| 17. |  |  |  |  |  |  |  |
| 18. |  |  |  |  |  |  |  |

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| **AMENDMENTS** | | | | | | | |
| ITEM No | **JOB STEPS**  Break the job down into steps | **POTENTIAL HAZARDS**  Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | **RISK**  **RATING**  L,M, H, E | **CONTROLS**  Decide what actions are necessary to eliminate or minimize the hazards according to the hierarchy | | **PERSON RESPONSIBLE** | **RESIDUAL**  **RISK**  L,M,H,E |
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| **This SWMS/JSA has been read and signed by employees involved in the task**  **(list all the employees and have them sign here in agreement to work to the SWMS/JSA)** | | | |
| NAME | SIGNATURE | CERTIFICATION | DATE |
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| Version No | No1 | No2 | No3 | No4 | No5 | No6 | No7 | No8 | No9 |
| Date |  |  |  |  |  |  |  |  |  |
| Signature |  |  |  |  |  |  |  |  |  |