

RISK ASSESSMENT AND CONTROL FORM

Entity Name:	Client:
Project:	Risk Assessment ID:
Address:	Date:
Prepared By:	BYDA Sequence No #:
Supervisor/Foreman:	

Guidelines:

Conduct thorough observations to identify workplace hazards present on-site that pose potential risks to workers safety.

1. Detail each identified hazard, accompanied by photographic evidence (if possible), and include additional comments from relevant personnel if deemed necessary.
2. Evaluate the level of risk associated with each hazard utilising the risk matrix provided below.
3. Determine appropriate control measures in accordance with the hierarchy of controls.
4. Finalise the risk assessment and ensure all pertinent personnel sign the requisite documentation.

Project activity & risk/hazard description:

PRIMARY RISK SCORE

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Risk assessment matrix to be used to determine risk score for project activity:

Likelihood	CONSEQUENCE				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Low (5)	Medium (10)	High (15)	High (20)	High (25)
Likely (4)	Low (4)	Medium (8)	Medium (12)	High (16)	High (20)
Possible (3)	Low (3)	Medium (6)	Medium (9)	Medium (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Medium (6)	Medium (8)	Medium (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)

Scores:

1 - 5 = Low
6 - 14 = Medium
15 - 25 = High

Score	Priority	Accountability
Low	3	Project Supervisor
Medium	2	Project Manager
High	1	Construction Manager

Risk Score = Likelihood x Consequence



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Identify Controls/Methodology for Project Activities:

RESIDUAL RISK SCORE

1. **What is the name of the author?**

Hierarchy of Controls



Project Manager Signature:	Date:
Sub-Contractor Signature:	Date:
IF RESIDUAL RISK SCORE IS " MEDIUM 12" AND ABOVE, CONSTRUCTION MANAGER OR HSE COORDINATOR / MANAGER SIGNATURE IS REQUIRED	
HSE Coordinator Signature:	Date:

THE RISK ASSESSMENT SHOULD CONSIDER:	YES	NO	N/A
Is an Asset owner spotter or qualified electrical spotter required?			
Qualifications, competency, skill and experience of the people doing the work.			
Are there any services that require NDD psi to be reduced as per the asset owner's requirements?			
Have underground services been located by vacuum truck / shovel? i.e. non mechanical means			
Are location markers in place and visible? (completed with relevant detail clearly displayed)			
Has the pit lid been lifted for inspection to verify no other assets other than what is documented in DBYD?			
Has the area been assessed for other identifying services markers?			
Has the project manager, supervisor and subcontractor assessed the works at hand?			
If working parallel to the live service, has it been located and proved? e.g. every 20-30 meters			
THE RISK ASSESSMENT SHOULD CONSIDER:	YES	NO	N/A



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If working in vicinity of private properties have all services been proved and protected?		
Are project drawings suitable for the task to be completed and are they the current drawings?		
Is suppression required for LV underground service?		
Are ground support controls required? (Shields, hydraulic shoring system)		

THE TYPE OF PLANT AND MACHINERY:	YES	NO	N/A
Are operators & spotters aware of the reach capabilities of plant?			
Is the plant being used suitable for the task?			
Can plant or work method be substituted			

SUBCONTRACTOR CHECKLIST:	YES	NO	N/A
Subcontractor SWMS – do they have their own approved SWMS by Winslow?			
Signed onto internal Permit to Works? (ALL APPLICABLE PERMITS)			
Signed onto applicable Winslow SWMS and their own SWMS where required?			
Tickets to complete the task – Do they have these?			
Asset Protection Plan (APP) -does the subcontractor have a copy of the APP and know where all existing services are located?			
Are all Heights/ Depths known for services?			

ATTENDEES: