

Client / Principal Contractor:		Subcontractor name:	
Site address:		Subcontractor contact:	
Project / Job name:		EWMS developer:	
Project / Job No:		Date EWMS developed:	

Risk Assessment Matrix

A risk is a likelihood or chance that a hazard will cause harm, injury, or illness to a person. A hazard is something that could harm a person or the environment.

Below is the Risk Assessment Matrix used to derive a **Risk Indicator (RI)** which must be used to quantitatively assess the risk of an incident occurring.

Note: The RI is a combination of consequence and likelihood as per the table below i.e. rare likelihood and negligible consequence = 1.

Consequence			Likelihood					Hierarchy of Controls
Rating	Health & Safety	Environment	1 Rare Less than once in 10 years	2 Unlikely At least once in 5 years	3 Possible At least once in 3 years	4 Likely At least once a year	5 Almost certain Likely to occur once a month	
5 Catastrophic	Death/permanent disability/amputation/long term/terminal illness.	Long term damage > 5 years. Widespread release to the environment. Notify regulator.	5	10	15	20	25	1. Eliminate risks 2. Substitute the hazard with a safer alternative 3. Isolate the hazard from people 4. Reduce the risks through engineering controls 5. Reduce exposure to the hazard using administrative controls 6. Use personal protective equipment (PPE)
4 Major	Disabling injury/illness, < 1 month away from normal duties.	Long Term Impact < 5 years. Major onsite release. Notify regulator.	4	8	12	16	20	
3 Moderate	Medical treatment, > 1 week away from duties. Near Miss relating to high-risk activity.	Temporary impact < 1 year. On-site release/controlled site impact. Notify regulator.	3	6	9	12	15	
2 Minor	First Aid Injury/Illness, < 1 week away from normal duties.	Short term impact < 1 month. On-site release immediately contained.	2	4	6	9	10	
1 Negligible	Near miss event. No injury or illness.	No impact contained substance with no damage.	1	2	3	4	5	

Sequence of job steps	Potential hazards &/ risks	RI before control measures	Control measures	RI after control measures	Responsibility
Risk Identifiers (RI) are calculated following the risk assessment matrix. RI after control measures to be monitored as per the Monitoring Period Table.					
1. Setup / Provision of Works / Clean Up	Chemical Storage – Spills and Leaks	6	- Materials will be delivered and stored where arranged ensuring there is no risk to spill to drains. - Where volumes are larger of chemicals, bunded areas to be maintained - Maintain Spill Kits as required	4	All workers
	Improper Waste Disposal	9	- Ensure any chemical drums are removed from site and disposed of in alignment with Council requirements	4	All workers
	Air Emissions	12	- Use on tool dust extraction, filters (ensure rated as per requirements for individual materials) - Seal work area to ensure surrounding areas are not impacted	9	All workers
	Noise Pollution	12	- Work to approved work hours - Where possible set up noisy activities such as cutting away from areas of impact	9	All workers
	Waste Water	10	- Prevent discharge of contaminated water, use water-efficient processes, wastewater treatment systems	8	All workers
	Biodiversity Impact	8	- Review area before work to avoid disturbing nesting animals or protected vegetation during grounds maintenance. - Park on hardstands or approved areas	4	All workers
	Energy Inefficiency	6	- Ensure that equipment is not left running unnecessarily.	4	All workers
	Soil Contamination	2	- Ensure any oil, fuel, or chemical leaks near service areas or plant rooms are contained via spill kits or bunding or barriers.	2	All workers
	Waste Generation	12	- Separate waste into metals, plastics, wood for recycling prior to collection / deposit into onsite recycling bins - Segregate building materials waste and remove from site or dispose of in approved waste receptacles	4	All workers
	Asbestos or Hazardous Materials Exposure	12	- Review site hazardous material register if applicable - If encountered, do not disturb, engage appropriate resources to manage.	4	All workers
	Stormwater Pollution	9	- Prevent discharge of contaminated water, use water-efficient processes, wastewater treatment systems - Sandbags to be placed around stormwater gates, trap and divert all runoff - Erect silt fencing where required to stop sediment	4	All workers

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Note: Control measures are what will be done to control the risk and must be aligned with relevant legislation, regulations and codes of practices i.e. specific PPE required by legislation would need to be specified in the control measures for the identified hazard if it is relevant to the work being undertaken.

Monitoring Period Table

Risk rating		Action	Monitor frequency	Record
16 - 20	Extreme	Work not to commence, review control measures immediately.	N/A work does not progress	N/A
10 - 15	High	Senior supervisory management to ensure all controls are in place before work commences. Strict monitoring of control measures. Work shall be conducted with Supervision and / or co-worker i.e. person involved with activity must not work alone.	Daily	SWMS review checklist Site Inspection
5 - 9	Medium	Responsibilities must be defined and understood by those involved before commencing work. Minimal Supervision required.	Weekly	SWMS review checklist Site Inspection
1 - 4	Low	Control by routine procedures	Monthly	SWMS review checklist Site Inspection

People consulted during review process of EWMS	Date of review	No change	Minor change	Workers to be consulted	Major change
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐
		☐	☐	☐	☐

Worker declaration

I have had an opportunity to contribute to, read and understand the contents of this Environmental Work Method Statement. I agree to implement and follow the guidelines in the abovementioned control measures in a safe and expeditious manner.

Name	Company	Signature	Date

Note: the persons listed above have attended a toolbox talk on the risk assessment and have had input and made additions (as required, listed below) to make this a workable and safe operation.

Additions workers made to make this a workable and safe operation

Contact List

Emergency	Call 000
Non-life-threatening incident	Notify the project manager and attend closest medical centre
Austen Building Group	1300 206 141