

TARGETED RISK ASSESSMENT [TRA]



Event / Venue			Type of Work Build/dismantle of Butlers Events Scaffold Decking.
Area / Location			
Date			
What can go wrong?			Notes
<ul style="list-style-type: none"> Injuries. Collapse. Housekeeping. Dangerous Materials. Electrical. Fire. 			<ul style="list-style-type: none"> Access/Egress. Unsafe work practices. Equipment malfunction. Work design. Plant. <p>Working at heights, handling of suspended metal members, pins, handheld tools etc. Working outdoors. Carrying out works requiring continuous attention and focus. Working near mobile plant e.g. FLT.</p>
Risk Treatments			Levels of Control Methods
<ul style="list-style-type: none"> Avoid: Don't do the activity Treat: Reduce by use of controls Accept: If low or if consequences can be tolerated. 			<ul style="list-style-type: none"> Eliminate ← Try to start here Substitute Isolate Reduce by physical controls Reduce by admin warning and rules Use PPE ← Last resort

HAZPAK				
How severely could it hurt someone (employees or public)? or How ill could it make someone?	How likely is it to happen?			
	Very likely	Likely	Unlikely	Very unlikely
Kill or cause permanent disability/ ill health	1	1	2	3
Long term illness or serious injury	1	2	3	4
Medical attention + several days off work	2	3	4	5
First aid needed	3	4	5	6
The numbers show you how important it is to do something:	1. Top priority: Do something immediately 6. Low priority: Do something when possible			
Safety Briefings				
Who checked and instructed or did staff safety briefings?	Name:			
	Signed:		Date:	
Who checked the person responsible for the safety briefings?	Name:			
	Signed:		Date:	

IDENTIFIED RISKS							
Risks	Likelihood (Desc Words)	Severity (Desc Words)	Risk Score	Controls / Treatment What has been done about it?	Who Implements?	Who Checks?	Who was notified? & their signature
1. Scaffold/substructure collapse due to inadequate: ground surface load-bearing capacity.	Unlikely.	Kill/Cause Permanent Disability.	2	Administrative: BE consult with venue and BE-engaged engineers to consider ground surface load-bearing capacity. BE document consultation and findings. BE adhere to Australian Standards series related to build of scaffolding. BE crew chief monitor build to ensure that the correct procedures are followed.	Butlers Events (BE).	BE Crew Chief/BH Management/ BH-engaged structural engineers.	
2. Structure collapse due to overload - 'live load' exceeding load bearing capacity of the structure.	Unlikely.	Kill/Cause Permanent Disability.	2	Administrative: BE facilitate and partake in consultation with BE-engaged engineers and Event Production Manager to determine live load and ensure that the structure is capable of supporting the production load. BE document consultation and findings. BE distribute engineering certificates as required. BE crew chief monitor build to ensure that the correct production load is introduced to the structure.	Butlers Events (BE).	BE Crew Chief/BH Management/ BH-engaged structural engineers.	
3. Structure displacement, tilt, or tip over due to wind actions.	Unlikely.	Kill/Cause Permanent Disability.	2	Administrative: BE to follow "Operations Management Wind Policy. BE obtain and distribute engineering certificates as required.	Butlers Events (BE).	BE Crew Chief/BH Management/ BH-engaged structural engineers.	

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4. Worker hitting his/her head on scaffolding bracers, ledgers or standards.	Likely.	Medical Attention/ Several Days Off Work.	3	Isolate: BE crew chief use safety tape and isolate and hazardous areas. Administrative: BE assess sequential build and avoid building structural members that may pose a hit hazard. BE SWMS to note scaffolding stillage layout and a work practice for workers to collect different members from separately placed stillage thus avoiding the risk of worker being hit on the head by another shoulder-carrying a member. PPE: All workers to wear helmets and high visibility workwear (day and night use rated to Australian Standard) at all times during build and dismantle.	Butlers Events (BE).	BE Crew Chief/BH Management	
5. Worker fall from height associated with: inadequate work practices, inadequate use of PPE - Personal Protective Equipment (work positioning, ascent/descent); No handrails on stage scaffold deck platform.	Likely.	Kill/Cause Permanent Disability.	1	Administrative: BE develop SWMS covering the basic safety rules when building a scaffolding - working from fully decked bays, accessing via appropriate steps, install handrails on decked bays as soon as practicable etc. BE engage engineer/s to test, assess and certify selected attachment points on scaffolding system members that crew can use to connect with working-at-height PPE. BE consider enrolling selected crew members for tower climbing, rescue training and certification course. BE review availability of specialised PPE for working at height and develop procedures for PPE inspection. BE ensure a trained and competent crew chief oversees all works at height and checks on appropriate use of PPE as well as prohibiting inexperienced workers form working aloft. BE consider stage deck design and provide for as much handrails (ledgers) to be installed. BE crew chief ensure temporary handrails are installed as much as practicable. PPE: All workers to wear helmets at all times during build and dismantle.	Butlers Events (BE).	BE Crew Chief/BH Management	
6. Cuts and bruises to shins of workers while working aloft and using legs to lock-in onto scaffolding.	Very Likely.	First Aid.	3	Administrative: BE crew chief discourage the old practice - appropriate PPE to be used for progression and work positioning as well as fall arrest. BE advise that Tetanus immunisation is carried out for all crew that would work with metal members that may be rusty. PPE: Workers who still, by habit, use the 'knee-lock' shall wear shin guards.	Butlers Events (BE).	BE Crew Chief/BH Management	
7. Cuts due to handling scaffolding members.	Very Likely.	First Aid.	3	Administrative: BE check that SWMS notes the hazard. BE advise that Tetanus immunisation is carried out for all crew that would work with metal members that may be rusty. PPE: Workers to wear gloves and uniform covering as much body surface.	Butlers Events (BE).	BE Crew Chief/BH Management	

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8. Slip and fall due to wet surfaces in inclement weather.	Likely.	Medical Attention/ Several Days Off Work.	3	Administrative: BE check current deck boards paint properties and consider improvement by applying non-slip paint. BE crew chief to monitor works environment - no works in heavy rain. BE crew chief to apply BE SWMS and cessation of works in case of rain.	Butlers Events (BE).	BE Crew Chief/BH Management	
9. Trip and fall over a tool or other item left on deck.	Very Likely.	First Aid.	3	Administrative: BE provide training to workers for correct work practices while assembling/disassembling BE structures - SWMS for housekeeping/trip and slip hazards during works. BE consult over SWMS with workforce and document consultation. BE ensure SWMS are sign off by workers and workers have been introduced by the BE Crew Chief to the requirements of the SWMS during mandatory Toolbox Talks before commencement of work on each shift.	Butlers Events (BE).	BE Crew Chief/BH Management	
10. Sunburn, eye damage if working in hot and clear days	Likely.	Medical Attention/ Several Days Off Work.	3	Administrative: BE consult over SWMS with workforce and document consultation. BH ensure SWMS are sign off by workers and workers have been introduced by the BE Crew Chief to the requirements of the SWMS during mandatory Toolbox Talks before commencement of work on each shift. BE consider rostering and duty rotations so that workers exposure is minimised. PPE: All workers to wear occupational high visibility workwear and accessories with adequate UV protection factor. Sunscreen of appropriate rating to be provided by BE by default for every job.	Butlers Events (BE).	BE Crew Chief/BH Management	
11. Cold, hypothermia if working in wet and cold conditions.	Likely.	Medical Attention/ Several Days Off Work.	3	Administrative: BE consult over SWMS with workforce and document consultation. BE ensure SWMS are sign off by workers and workers have been introduced by the BE Crew Chief to the requirements of the SWMS during mandatory Toolbox Talks before commencement of work on each shift. BE consider rostering and duty rotations so that workers exposure is minimised. BE ensure rest areas are provided where workers can have breaks and dry clothes. PPE: All workers to wear occupational high visibility workwear and accessories with adequate water proof/repellent properties and body warmer properties.	Butlers Events (BE).	BE Crew Chief/BE Management	
12. Hearing damage - sudden and high-pitched noise produced by hammering scaffolding pins.	Unlikely.	Long Term Illness/ Serious Injury.	3	Administrative: BE consult over SWMS with workforce and document consultation. BE ensure SWMS are sign off by workers and workers have been introduced by the BE Crew Chief to the requirements of the SWMS during mandatory Toolbox Talks before commencement of work on each shift. BE consider rostering and duty rotations so that workers exposure is minimised. PPE: All workers to wear occupational hearing protection.	Butlers Events (BE).	BE Crew Chief/BH Management	

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13. Manual Handling (MH) injuries while handling 'skins'-sheeting.	Likely.	Long Term Illness/ Serious Injury.	2	Administrative: Butlers to consult over SWMS with workforce and document consultation. Butlers ensure SWMS are sign off by workers and workers have been introduced by the Butlers Crew Chief to the requirements of the SWMS during mandatory Toolbox Talks before commencement of work on each shift. Butlers Crew Chief monitor and ensure that crew work mechanical aids provided, FLT's are used as much as practicable to bring elements closer to where they are needed etc. PPE: All workers to wear helmets, protective footwear and gloves, high visibility workwear (day and night use rated to Australian Standard) at all times during build and dismantle.	Butlers Events (BE).	BE Crew Chief/BH Management	
14. Brace Jumping from location hole due to insufficient installation.	Likely.	Long Term Illness/ Serious Injury	2	Administrative: Butlers to ensure crew are sufficiently trained and qualified - scaffolding tickets.	Butlers Events (BE).	BE Crew Chief/BH Management	
15. Falling from scaffold structure while decking an undecked platform.	Likely.	Long Term Illness/ Serious Injury.	2	Administrative: Only trained personnel to undertake operation. Check light beams & No. 3's for correct installation. Work from lower level until 1 st deck installed. Access to deck above only via appropriate steps and installation of handrails/ledgers asap. Handballing form underneath to be done as high as practicable so scaffolder on deck does not have to reach low or close to edges.	Butlers Events (BE).	BE Crew Chief/BH Management	
16. Electrical Hazard from use of power tools	Unlikely.	Long Term Illness/ Serious Injury.	3	Administrative/Eliminate: Use 110 volt supply only or battery operated power tools.	Butlers Events (BE).	BE Crew Chief/BH Management	
17. Scaffolding becoming energised due to contact with underground or other services.	Unlikely.	Kill/Cause Permanent Disability.	2	Administrative: BE facilitate and partake in consultation with event Venue and Event Production Manager to determine local risk profile and ensure where required structure is relocated and/or power services are appropriately de-energised, locked out and tagged out.	Butlers Events (BE).	BE Crew Chief/BH Management/ BH-engaged structural engineers.	

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CONSULTATION REGISTER:				
Name	Position	Experience / Credentials	Signature	Date
Tony Butler	Managing Director	30 years experience, scaffolder & rigging ticket. Registered Building Practitioner		
Greg Burton	Scaffold Project Manager	Scaffolder & Rigging Ticket.		
Momtchil (Momo) Vassilev	Risk Manager- Assure Event Safety Consultants	Master Licence: 404776913 ASIAL Member: 003749 RTO: 90024		

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