# Work Risks and Control Plan

| **Site and client** |  |
| --- | --- |
| **Address** |  |
| **Date** |  |
| **Team** |  |
| **Notes** | [Common landscaping hazards and control measures have been provided, delete those that don’t apply and add new rows for other relevant hazards. Alternatively, delete the contents for the table and print it to fill out in pen on the worksite.] |

| **Hazard\*** | **Potential harm** | **Likelihood** | **Control measures** | **Monitoring/actions** | **Responsability** |
| --- | --- | --- | --- | --- | --- |
| Hot weather | Sunburn |  | * Wear full brimmed hat and sunglasses, apply sunblock regularly |  |  |
| Hot weather | Dehydration |  | * Take water breaks every hour or more as needed * Add electrolyte tablets to water bottles when refilling |  |  |
| Stringlines, pegs, and set-out profiles | Sprains, strains and broken arms from tripping |  | * Tape off working area and advise family to stay out * Drop stringlines when not in use * Mark hard-to-see pegs and profiles with fluro paint |  |  |
| Hand tools | Broken bones from mallet missed swings, or standing on rakes etc. |  | * Store all hand tools together when not in use * Store rakes, shovels etc. face/prongs down * Get into the correct working position before using tools * Use correct tool techniques * Ensure all required PPE is worn * Do not hold equipment for another person while it is being hammered |  |  |
| Power tools (drill, drive, drop saw, tile saw, chainsaw) | Severe cuts or amputation |  | * Ensure that only trained workers use power tools, or untrained staff are under direct supervision * Require that hire centre staff provide induction training to workers on the use of the hired power tools * Ensure all safety features are working correctly before use * Ensure all required PPE is worn * Ensure all other people are far away when using power tools |  |  |
| Temporary power cords for power tools | Electric shock or electrocution from severing cables or use of tools during rain |  | * Do not use power tools in the rain * Ensure an RCD is used and tested before use * Position power tools so that cords do not need to cross other working areas * Where power cords need to cross main paths use cord ramps * Replace corded electric chainsaw with battery saw |  |  |
| Buried power cables | Electric shock or electrocution from striking underground cables |  | * Have the working are scanned for underground services before carrying out any earthworks * Ensure all workers know the locations of underground services * Double check location of ground spikes before hammering * Use fibreglass handled mallet when hammering in ground spikes |  |  |
| Fine particles | Silicosis |  | * Wear N95 mask or respirator with particulate filter when brushing in pavelock sand |  |  |
| Bacteria in soil, compost, etc. | Legionnaires' Disease |  | * Wear N95 mask and gloves when opening and spreading bags of potting mix |  |  |
| Moving heavy materials | Back injury |  | * Follow safe working practices for loading, moving, and unloading wheelbarrows * Use correct lifting techniques * Work to own level of fitness and ask for help when needed * Wear gloves when handling pavers * Wear safety boots |  |  |

\* Remember to consider hazards from/caused by: 1. the surrounding environment, 2. the worksite, 3. the work you are going to do, 4. people.