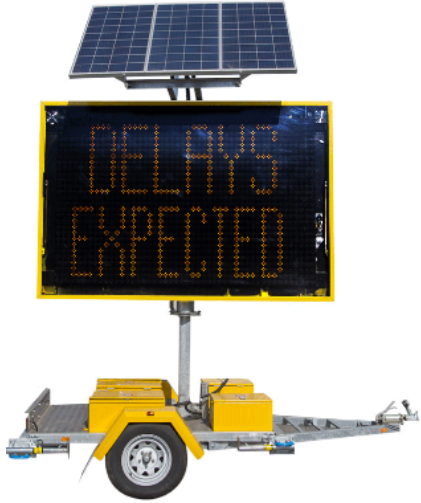
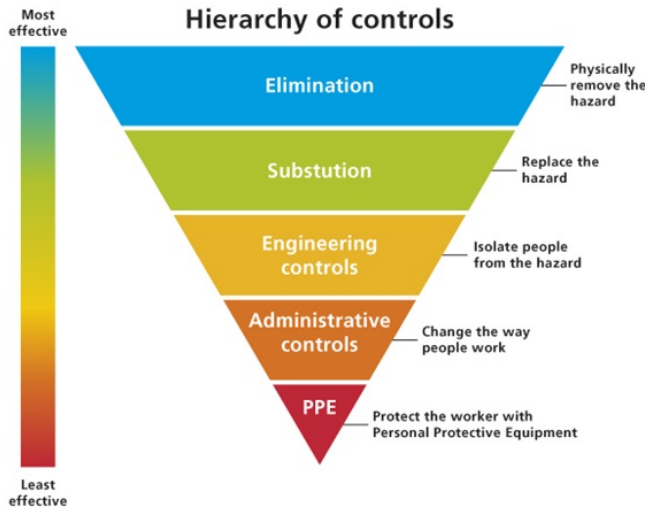


Hazard Management Details – General			Documentation
Plant / Equipment Item: Variable Message SIGN (VMS)	Make / Model No.: Classic / Essential	Serial No.: N/A	Relevant Legislation / Standards
Work Location: Pakenham / Customers	Factory Location: Saferoads – Pakenham		Is plant required to be registered? Yes – Governing Road Authority
Name of Person (s) Conducting Assessment: Brendan Price	Date First Conducted: August 2020		Is a user license required? N/A
	<p>Description</p> <p>A variable message sign, often abbreviated VMS is an electronic traffic sign often used on roadways to give travellers information about special events, such as warning of traffic congestion, direction, accidents or incidents.</p> <p>They may be used to take alternative routes, limit travel speed, warn of duration and location of the incidents, or just inform of the traffic conditions.</p>		<p>Key reference material:</p> <ul style="list-style-type: none">AS 31000 Risk Management StandardCode of Practice – Managing the risk of Plant in the WorkplaceAS 4852.2-2009 Variable message signs – Portable signsWork Health and Safety Regulation 2011Work Health and Safety Act 2011Applicable Codes of Practice <p>Plant Documentation</p> <ul style="list-style-type: none">Policy 019-5 Personal Protective Equipment PolicyPolicy 001-6 - Safety PolicyVMS Assembly SOPS – MASOP021 – MASOP027

LIKELIHOOD DESCRIPTION					
LIKELIHOOD	The event may occur only in exceptional circumstances.	Not expected but the event may occur at some time.	The event could occur at some time.	The event will probably occur in most circumstances.	The event is expected to occur or has occurred and is continuing to impact.
FREQUENCY	Less than once in 10 years.	At least once between 5 and 10 years.	At least once between 1 and 5 years.	Once per year.	More than once per year.
PROBABILITY	<10%	10% - <35%	35% - <65%	65% - <90%	>90%

IMPACTS		Likelihood Level					
Environment	Health and Safety		A. Rare	B. Unlikely	C. Possible	D. Likely	E. Almost Certain
Permanent environmental damage to an extensive area outside of campus	Fatality Permanent Total Disability	1. Critical	Medium	High	High	Extreme	Extreme
Long term environmental damage extending to a large area requiring high level of intervention	Significant/extensive injury or illness. Permanent Partial Disability	2. Major	Low	Medium	High	High	Extreme
Short term environmental damage requiring some intervention	Serious injury or illness. Lost time injury >10 days	3. Moderate	Low	Medium	Medium	High	High
Short term environmental damage affecting a small area, easily remediated	Injury or illness requiring medical treatment Lost time injury <10 days	4. Minor	Low	Low	Medium	Medium	High
Minimal environmental damage affecting a very small area, immediately remediated	Injury or illness requiring First Aid treatment No lost time injury days	5. Insignificant	Low	Low	Low	Low	Medium

Reference Title Item 1	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Entanglement <u>Title</u> Operators Customers Contractors	<ul style="list-style-type: none">Can anyone's hair, clothing, gloves, necktie, jewellery, cleaning brushes, rags or other materials become entangled with moving parts of the plant, or materials in motion?	Unlikely Moderate MEDIUM	<ul style="list-style-type: none">AS/NZS 4602:1999 - High visibility safety garmentsAS/NZS 2210.2:1994 - Occupational protective footwearSafework Australia – General Guide for Workplace Traffic ManagementRoad Safety Act 1986 VictoriaRoad Safety (Traffic Management) Regulations 2009 VictoriaAS 1742.3—2009 - Manual of uniform traffic control devices - Part 3: Traffic control for works on RoadsCompliance Code - Plant	<ul style="list-style-type: none">Policy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Ensure the appropriate PPE is worn.Ensure all operators are fully trained on the use of the equipment	<ul style="list-style-type: none">Ensure that no jewelry is wornEnsure that all pinch points are identified to all operators	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 2	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Crushing <u>Title</u> Operators Customers Contractors	<ul style="list-style-type: none">Can anyone be crushed due to:<ul style="list-style-type: none">Material falling off the plant?Uncontrolled or unexpected movement of the plant or its load?Lack of capacity for the plant to be slowed, stopped or immobilized?The plant tipping or rolling over?Parts of the plant collapsing?Coming in contact with moving parts of the plant during testing, inspection, use, maintenance, cleaning or repair?Being thrown off or under the plant?Being trapped between the plant and materials or fixed structures?Other factors?	Unlikely Moderate MEDIUM	<ul style="list-style-type: none">AS/NZS 4602:1999 - High visibility safety garmentsAS/NZS 2210.2:1994 - Occupational protective footwearSafework Australia – General Guide for Workplace Traffic ManagementRoad Safety Act 1986 VictoriaRoad Safety (Traffic Management) Regulations 2009 VictoriaAS 1742.3—2009 - Manual of uniform traffic control devices - Part 3: Traffic control for works on RoadsCompliance Code – PlantState body Main Roads Compliance requirements for towing	<ul style="list-style-type: none">Policy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective EquipmentSHESOP028-1 - LEUZ	<ul style="list-style-type: none">Follow manufacturers' instructionsObey all warning decalsEnsure travel of moving plant / vehicle (forward or reversing) is clear of all personnelUse spotter in restricted areasEnsure all plant and attachments are tied down securely before movingEnsure trailer is securely coupled to towing vehicle	<ul style="list-style-type: none">Wear appropriate footwearEnsure exclusion zone in and around vehicle while coupling to towing vehicle	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 3	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Cutting, Stabbing and Puncturing <u>Title</u> Operators Customers Contractors	Can anyone be cut, stabbed or punctured due to? <ul style="list-style-type: none">Coming in contact with sharp or flying objects?Coming in contact with moving parts of the plant during testing, inspection, operation, maintenance, cleaning or repair of the plant?Plant, parts of the plant or work pieces disintegrating?Work pieces being ejected?The mobility of the plant?Uncontrolled or unexpected movement of the plant?	Unlikely Moderate MEDIUM	<ul style="list-style-type: none">AS/NZS 4602:1999 - High visibility safety garmentsCompliance Code – PlantSafework Australia – General Guide for Workplace Traffic ManagementRoad Safety Act 1986 VictoriaRoad Safety (Traffic Management) Regulations 2009 Victoria	<ul style="list-style-type: none">Policy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Follow manufacturers' instructionsObey all warning decalsEnsure trailer is coupled / uncoupled on level ground	<ul style="list-style-type: none">Ensure appropriate PPE is used (e.g. eye protection, hearing and footwear)When not in use apply / use chocks if necessary	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 4	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Shearing <u>Title</u> Operators Customers Contractors	Can anyone's body parts be: <ul style="list-style-type: none">Sheared between two or more parts of the plant, or between a part of the plant and a work piece or structure?	Unlikely Moderate MEDIUM	<ul style="list-style-type: none">Compliance Code – Plant	<ul style="list-style-type: none">Policy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Follow manufacturers' instructionsObey all warning decalsEnsure trailer is coupled / uncoupled on level ground	<ul style="list-style-type: none">Ensure appropriate PPE is used (e.g. eye protection, hearing and footwear)When not in use apply / use chocks if necessary	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 5	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Striking <u>Title</u> Operators Customers Contractors	Can anyone be struck by moving objects due to: <ul style="list-style-type: none">Uncontrolled or unexpected movement of the plant or material handled by the plant?Plant, parts of the plant or work pieces disintegrating?Work pieces being ejected?Mobility of the plant?Other factors?	Unlikely Moderate MEDIUM	<ul style="list-style-type: none">Compliance Code – PlantSafework Australia – General Guide for Workplace Traffic ManagementRoad Safety Act 1986 VictoriaRoad Safety (Traffic Management) Regulations 2009 Victoria	<ul style="list-style-type: none">Policy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Follow manufacturers' instructionsObey all warning decalsUse appropriate prop/s to support elevated mechanisms when conducting inspection or maintenanceEnsure travel of moving plant/vehicle (forward or reversing) is free of all personnel	<ul style="list-style-type: none">Use spotter in restricted areasEnsure all loads are secured while transportingEnsure exclusion zone in and around vehicle while loaded using mechanical aids	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 6	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> High Pressure Fluid <u>Title</u> Operators Customers Contractors	Can anyone come into contact with? <ul style="list-style-type: none"> Fluids under high pressure in normal use, in the instance of plant failure? 	Unlikely Minor LOW	<ul style="list-style-type: none"> Compliance Code – Plant 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy Policy 019-7 - Personal Protective Equipment Policy SHESOP030-1 - Personal Protective Equipment 	<ul style="list-style-type: none"> Ensure Correct use of PPE, predominantly Safety Goggles when operating the machine 	<ul style="list-style-type: none"> Nil Identified 	<ul style="list-style-type: none"> No other items at this point 	Rare Minor LOW

Reference Title Item 7	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Electrical <u>Title</u> Operators Customers Contractors	Can anyone be injured by electrical shock or burnt due to: <ul style="list-style-type: none"> The plant contacting live electrical conductors? Plant working close to electrical conductors? Overload of electrical circuits? Damaged or poorly maintenance electrical leads or cables? Damaged electrical switches? Water near electrical equipment? Lack of isolation procedures? Other factors 	Possible Major HIGH	<ul style="list-style-type: none"> Compliance Code – Plant Safework Australia – General Guide for Workplace Traffic Management WorkSafe Vic - No go zones for overhead electrical power lines Code of Practice - Managing electrical risks in the workplace 	<ul style="list-style-type: none"> Policy 019-7 - Personal Protective Equipment Policy SHESOP018-1 - Electricity in the Workplace SHESOP030-1 - Personal Protective Equipment GN-017 - Electrical Risk in the Workplace 	<ul style="list-style-type: none"> Follow manufacturers’ instructions Obey all warning decals Ensure all overhead/underground wiring or other obstructions have been located prior to commencing work 	<ul style="list-style-type: none"> Have power disconnected where wiring may be contacted Only trained operators to access electrical equipment 	<ul style="list-style-type: none"> No other items at this point 	Unlikely Minor LOW

Reference Title Item 8	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Explosion <u>Title</u> Operators Customers Contractors	Can anyone be injured by fuels such as gases, vapors, liquids, dusts or other substances being ignited triggered by the operation of the plant or by materials handled by the plant?	Unlikely Minor LOW	<ul style="list-style-type: none"> Compliance Code – Plant 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy 	<ul style="list-style-type: none"> Ensure area is free of environmental hazards such as vegetation build up 	<ul style="list-style-type: none"> Operators trained on correct deployment site requirements 	<ul style="list-style-type: none"> No other items at this point 	Rare Minor LOW

Reference Title Item 9	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Slipping, Tripping and falls <u>Title</u> Operators Customers Contractors	Can anyone using the plant, or in the vicinity of the plant, slip, trip or fall due to: <ul style="list-style-type: none">• Uneven or slippery work surfaces?• Poor housekeeping, such as shavings in the vicinity of the plant, spillage not cleaned up?• Obstacles being placed in the vicinity of the plant?• Other factors?	Unlikely Minor LOW	<ul style="list-style-type: none">• Compliance Code – Plant• Safework Australia – Slips and Trips in the Workplace	<ul style="list-style-type: none">• Policy 001-6 - Safety Policy	<ul style="list-style-type: none">• Follow manufacturers' instructions• Obey all warning decals• Wear appropriate footwear• Use steps provided when getting in/on plant/vehicle• 	<ul style="list-style-type: none">• Always observe 'three points of contact' if need to get on/in plant/vehicle• Maintain cleanliness of plant / vehicle (inside and out)	<ul style="list-style-type: none">• No other items at this point	Rare Minor LOW

Reference Title Item 10	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Ergonomics <u>Title</u> Operators Customers Contractors	Can anyone be injured due to: <ul style="list-style-type: none">• Repetitive body movements?• Design deficiency causing physical or personal stress?• Lack of consideration given to human error or human behavior?• Mismatch of the plant with human traits and natural limitations?• Other factors?	Unlikely Minor LOW	<ul style="list-style-type: none">• Compliance code - Hazardous Manual Handling• Code of Practice – Hazardous Manual Tasks	<ul style="list-style-type: none">• SHESOP006-5 - Manual Handling• Policy 001-6 - Safety Policy	<ul style="list-style-type: none">• Follow manufacturers' instructions• Obey all warning decal• Do not operate beyond operator's personal capabilities• Use suitably designed and secured loading/unloading procedures including crane, hoist, ramps etc.• Two persons may be required ask for assistance when hitching, unhitching, and/or positioning the sign trailer, depending on individual capabilities.	<ul style="list-style-type: none">• Observe and use proper manual handling techniques• When manually loading/unloading battery's, follow correct manual handling procedures and use a two-man lift where required.• Ensure you use 2 people to move the portable Message board once detached from vehicle• Use jockey wheel to lift drawbar off hitch.	<ul style="list-style-type: none">• No other items at this point	Rare Minor LOW

Reference Title Item 11	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Transportation <u>Title</u> Operators Customers Contractors	Can anyone be injured by this equipment falling or driven off vehicle or trailer while loading, unloading or transportation?	Unlikely Moderate MEDIUM	<ul style="list-style-type: none">• Safework Australia – General Guide for Workplace Traffic Management• Road Safety Act 1986 Victoria• Road Safety (Traffic Management) Regulations 2009 Victoria	<ul style="list-style-type: none">• Policy 001-6 - Safety Policy• Policy 043-3 - Chain of Responsibility Policy	<ul style="list-style-type: none">• Follow manufacturers' instructions• Obey all warning decals• Ensure equipment, attachments and sundry items are securely tied down• Apply/use chocks if necessary• Ensure liquids are prevented from spillage• Ensure all trailer lights are connected and working properly• Maintain vehicle and/or equipment in good working order - report any malfunction or damage to your supervisor immediately and stop using plant/vehicle where it is reasonable to foresee further risk to persons or damage to plant/vehicle	<ul style="list-style-type: none">• Ensure trailer is coupled properly to towing vehicle correctly and all pins/clips and sign board are secure• Ensure tyre tread is good on all tyres• Ensure load is evenly and correctly positioned on trailer	<ul style="list-style-type: none">• No other items at this point	Unlikely Minor LOW

Reference Title Item 12	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Operational</u> <u>Title</u> Operators Customers Contractors	Can anyone be injured by this equipment?	Possible Moderate MEDIUM	<ul style="list-style-type: none">Compliance Code – Plant	<ul style="list-style-type: none">Saferoads VMS User's ManualPolicy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Follow manufacturers' instructionsObey all warning decalsEnsure plant/equipment is on stable ground and clear of obstructionsEnsure gears, levers, switches etc. are engaged/disengaged appropriatelyEnsure all guards and fixtures are in placeEnsure appropriate PPEs are used (e.g. eye protection, hearing and footwear)Ensure hold-to-run controls provided for machine are working properlyDo not operate on steep slope	<ul style="list-style-type: none">Ensure area is free of environmental hazards such as vegetation build up, snakes, spiders etc.Ensure handles and other adjustable parts are set right for the operatorEnsure guards cover the entire width of the rotating parts	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 13	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Other Hazards</u> <u>Title</u> Operators Customers Contractors	Can anyone be injured or suffer ill-health from exposure to: <ul style="list-style-type: none">Chemicals?Toxic gases or vapors?Fumes?Dust?Noise?Vibration?Radiation?Other Factors?	Unlikely Minor LOW	<ul style="list-style-type: none">Compliance Code – PlantSafework Australia – General Guide for Workplace Traffic ManagementWorkSafe Vic - No go zones for overhead electrical power linesCode of Practice - Managing electrical risks in the workplaceSafework Australia – General Guide for Workplace Traffic ManagementRoad Safety Act 1986 VictoriaRoad Safety (Traffic Management) Regulations 2009 Victoria	<ul style="list-style-type: none">Saferoads VMS User's ManualPolicy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Follow manufacturers' instructionsObey all warning decalsCheck for overhead/underground utilities (gas, water, electrical) before operationEnsure equipment is appropriately labeled and meet the relevant StateLegislative requirements	<ul style="list-style-type: none">Maintain plant/vehicle in good working order - report any malfunction or damage to your manager immediately and stop using plant/vehicle where it is reasonable to foresee further risk to persons or damage to equipment	<ul style="list-style-type: none">No other items at this point	Rare Minor LOW

Reference Title Item 14	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Fire</u> <u>Title</u> Operators Customers Contractors	Can a FIRE occur? <ul style="list-style-type: none">FrictionIngress of materials/fluidsBuild-up of materials / lubricantsFuels	Unlikely Minor LOW	<ul style="list-style-type: none">Compliance Code – PlantSafework Australia – General Guide for Workplace Traffic Management	<ul style="list-style-type: none">Policy 001-6 - Safety Policy	<ul style="list-style-type: none">Fire extinguisher(s) to AS 1841 must be present and fully functional and serviceable at all times. They must be readily accessible to the operator. Regular inspections must also be carried out in accordance with the manufacturer's requirements and AS 1851	<ul style="list-style-type: none">Ensure all vehicles which are deploying VMS are equipped with a 1kg Dry Chemical extinguisher	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 15	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Stability</u> <u>Title</u> Operators Customers Contractors	Can the plant become UNSTABLE during operation? <ul style="list-style-type: none">Working on uneven / unstable groundShifting loadLack of plant supportOutriggers	Unlikely Minor LOW	<ul style="list-style-type: none">Compliance Code – PlantSafework Australia – General Guide for Workplace Traffic Management	<ul style="list-style-type: none">Saferoads VMS User's ManualPolicy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective Equipment	<ul style="list-style-type: none">Isolate plant.A site specific risk assessment must be undertaken by client onsite to determine PPE and controlsBe aware of soft edges on the sides of roads and place vehicle and Message board clear of edges on firm ground.	<ul style="list-style-type: none">Ensure all operators are trained for the correct deployment methodEnsure handbrake is engaged at all times when plant is stationaryNever turn machine on a slopeTake caution when operating in wet conditions – avoid soft surface areasOperate on firm level ground within the design limitation of the Portable Message boardTake care when operating on rough or uneven ground	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW



Reference Title Item 16	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Training</u> <u>Title</u> Operators Customers Contractors	Operator Training / Qualifications? <ul style="list-style-type: none">Training requirementsQualification requirementsCompetency assessmentsDocumentationOperator's manualEquipment experienceProduct knowledge	Unlikely Minor LOW	<ul style="list-style-type: none">Compliance Code – Plant	<ul style="list-style-type: none">Policy 034-4 - Training Policy	<ul style="list-style-type: none">This equipment may only be moved and operated by persons who have been instructed in the proper use of plant and have proven their qualifications to the owner/contractor	<ul style="list-style-type: none">All operators must completely read and understand the Operator Manual prior to operating plant.	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 17	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Exposure</u> <u>Title</u> Customers Contractors	Exposure to extreme conditions Hot & Cold during deployment	Unlikely Minor LOW	<ul style="list-style-type: none">SafeWork Australia – Working OutsideWorkSafe Victoria – Working in the heatCompliance Code for Workplace amenities and work environmentWork Health and Safety Act 2011Work Health and Safety Regulation 2017	<ul style="list-style-type: none">Policy 001-6 - Safety PolicyPolicy 019-7 - Personal Protective Equipment PolicySHESOP030-1 - Personal Protective EquipmentSHESOP026-1 - Hot and Cold Environments	<u>Cold working environments</u> <ul style="list-style-type: none">Ensure the personal protective equipment issued is appropriateProvision of mobile facilities for re-warming and encourage the drinking of warm fluids such as soup or hot chocolateIntroduce more frequent rest breaks <u>Hot working environments</u> <ul style="list-style-type: none">Provide more frequent rest breaks and introduce shading to rest areasProvide free access to cool drinking waterEncourage the removal of personal protective equipment when resting to help encourage heat loss.	<u>Cold working environments</u> <ul style="list-style-type: none">For outdoors work, can the job be delayed and undertaken at warmer times of the year without compromising on safetyEducate workers about recognising the early symptoms of cold stress <u>Hot working environments</u> <ul style="list-style-type: none">Educate workers about recognizing the early symptoms of heat stressFor outdoors work, reschedule work to cooler times of the day andIntroduce shading in areas where the individuals are working	<ul style="list-style-type: none">No other items at this point	Unlikely Minor LOW

Reference Title Item 18	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Drugs & Alcohol <u>Title</u> Customers Contractors Assembly	Operating equipment while under the influence of drugs/alcohol	Possible Minor MEDIUM	<ul style="list-style-type: none"> Safework Australia – Fatigue Management – a worker’s guide Safework Australia – Guide for Managing Risk of Fatigue in the workplace Model Code of Practice – How to Manage work health and safety risks 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy Policy 002-9 - Alcohol and Other Drugs Policy - Questions 	<ul style="list-style-type: none"> Trained and competent operator Staff are fully aware of the obligations 	<ul style="list-style-type: none"> All staff are not to be under the influence of illegal drugs or alcohol while operating equipment Potential Alcohol Screening 	<ul style="list-style-type: none"> No other items at this point 	Unlikely Minor LOW

Reference Title Item 19	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Noise <u>Title</u> Assembly Operators	Exposure to high noise levels that exceed the legal threshold <ul style="list-style-type: none"> Loss of hearing 	Unlikely Minor LOW	<ul style="list-style-type: none"> WorkSafe Vic – Compliance Code – Noise Safework Australia – Managing Noise and preventing hearing loss 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy SHESOP022-1 - Noise 	<ul style="list-style-type: none"> Wear PPE hearing protection Noise level below legal threshold 	<ul style="list-style-type: none"> Hearing tests completed at employment medicals Every 2 years' staff to have their hearing tested 	<ul style="list-style-type: none"> No other items at this point 	Rare Minor LOW

Reference Title Item 20	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> Towing <u>Title</u> Assembly Operators	Equipment fish tailing and rolling over if towed too fast around bends <ul style="list-style-type: none"> Crushing other vehicles or people 	Possible Minor MEDIUM	<ul style="list-style-type: none"> State requirements for towing practices 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy 	<ul style="list-style-type: none"> Trained and competent operator Safety chains fitted Override brakes fitted 	<ul style="list-style-type: none"> When being towed, driver to tow machine according to road condition and never exceed manufactures' design speed limits 	<ul style="list-style-type: none"> Fit “MAXIMUM TOWING SPEED” sign to front of base frame in accordance with manufactures' design limits. 	Unlikely Minor LOW



	SAFEROADS PTY LTD - RISK ASSESSMENT	Form: RA-61	Risk Assessment – Plant & Equipment - VMS	Effective Date: 01/8/2025	Responsibility: General Manager	Revision: 2	
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Reference Title Item 21	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Roadworthy</u> <u>Title</u> Assembly Operators	Portable Message board is roadworthy / mechanical failure	Possible Minor MEDIUM	<ul style="list-style-type: none"> State Government regulations in regards to roadworthiness of vehicles 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy 	<ul style="list-style-type: none"> Before use inspect the relevant equipment. Complete the equipment Checklist before use Report faults to Management for repair. Do not use unsafe plant. Operators must tag unsafe plant with a “Do Not Operate Tag”. Always wear appropriate PPE when performing minor maintenance The Portable Message board must be checked for fitness for purpose before and after every job 	<ul style="list-style-type: none"> Carry out periodic scheduled servicing to back up battery pack and electrical system to manufacturers' specifications. Carry out Message tower mast frame & hoist system maintenance. 	<ul style="list-style-type: none"> No other items at this point 	Unlikely Minor LOW

Reference Title Item 22	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Collision</u> <u>Title</u> Assembly Operators	Driving into bystanders <ul style="list-style-type: none"> Serious injury or death 	Possible Major HIGH	<ul style="list-style-type: none"> Safework Australia – General Guide for Workplace Traffic Management Road Safety Act 1986 Victoria Road Safety (Traffic Management) Regulations 2009 Victoria 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy 	<ul style="list-style-type: none"> Driver to ensure pedestrians and general public are in vision of the driver and clear of vehicle before proceeding forward or reversing. Use of mobile phone via hands-free device only Licensed and competent operator Complete Risk Assessment (RA) or Hazard Assessment Works area to be fully cordoned off from public access Fit front & rear facing flashing beacon hazard lights and wire to operate automatically when mast is deployed. 	<ul style="list-style-type: none"> Fit tamper proof lockable parking brake system. Fit “Parking brake must be applied when parked”. Do not stand under elevated sign label 	<ul style="list-style-type: none"> No other items at this point 	Rare Moderate LOW

Reference Title Item 23	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Ventilation</u> <u>Title</u> Assembly Operators	Inadequate battery ventilation when recharging	Possible Minor MEDIUM	<ul style="list-style-type: none"> Compliance Code – Plant 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy 	<ul style="list-style-type: none"> Sealed type battery's used Trained and competent operator 	<ul style="list-style-type: none"> Fit warning decals to battery compartments. The Portable Message board is not to be used in confined or restricted areas without detailed risk assessments being carried out. Fit permanent ventilation to battery compartments 	<ul style="list-style-type: none"> No other items at this point 	Rare Moderate LOW

Reference Title Item 24	Description of Risk / Hazard	Uncontrolled Risk Rating Before Controls	Legislation Standards Industry Codes Work Place / Industry Body Guidance	Saferoads Policies / Procedures	Current Identified Controls	Proposed Controls	Actions Required and Dates	New Risk Rating Incorporating Controls
<u>Reference</u> <u>Board Lowering</u> <u>Title</u> Assembly Operators	Message board and mast assemblies collapsing when being set up and in use.	Possible Minor MEDIUM	<ul style="list-style-type: none"> Compliance Code – Plant 	<ul style="list-style-type: none"> Policy 001-6 - Safety Policy 	<ul style="list-style-type: none"> Ensure message board and mast assemblies correctly secured with locking pin for travelling 	<ul style="list-style-type: none"> Fit mast locking pin system for travelling. Do not fit the pin in the raised state. Batteries going flat, hydraulic leaks or power issues have prevented the removal of the safety pin and getting the mast lowered using the hydraulics release valve 	<ul style="list-style-type: none"> No other items at this point 	Rare Moderate LOW

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