Transformer

Visitor Risk Assessment and Control Plan

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Edition - Final EIS

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DARKLAB

ipm consulting services

Risk Assessment Calculator

Risk Analysis	
Consequence (C) of Result	**Description of Consequence**
1 Minor	First aid treatment; no lost time
2 Moderate	Medical treatment required; lost time injury; less than four weeks off work
3 Major	Hospitalisation; Extensive or multiple injuries; major back, neck, arm, leg, face or internal injury; lost time over one month
4 Severe	Permanent or severe health effects for one or more employees
5 Catastrophic	Fatality
Likelihood (L) of Occurence	**Description of Likelihood**
1 Rare	The event may occur only in exceptional circumstances; rare exposure to risk E.g. between once in 10-100 years
2 Unlikely	The event could occur at some time; infrequent exposure to risk; little or no history at this site. E.g. between once in 1-10 years
3 Possible	The event should occur at some time; regular or occasional exposure to risk E.g. between once in 6 months - 1 year
4 Likely	The event will probably occur in most circumstances; frequent exposure to risk; some history of occurrence. E.g. within 6 months
5 Almost certain	The event is expected to occur in most circumstances; constant exposure to risk; clear history of occurrence. E.g. within 6 week.

Risk Level Matrix					
Likelihood	**Consequence**				
	1 1 Minor	2 2 Moderate	3 3 Major	4 4 Severe	5 5 Catastrophic
1 Rare	L	L	L	M	S
2 Unlikely	L	L	M	M	S
3 Possible	L	M	M	S	H
4 Likely	L	M	S	S	H
5 Almost certain	M	M	S	H	H

L = Low	acceptable risk perhaps, manage by routine procedures
M = Moderate	attend to in medium term, allocate management responsibility
S = Significant	attend to in short term, senior management attention required
H = High	immediate action, detailed research & management planning necessary at senior levels

DarkLab - Transformer Project **Visitor Risk Assessment and Control Plan** **19-Sep-23**

Hazard Description	Causes (modify and delete as applicable)	History, Data, Comments	Controls	Current C	Current L	Current R	Responsible Person	Support / Action	Due Date	Status
Gravitational type hazards	Falling Objects (From roof of Transformer e.g. mobile phone, backpack, water bottle etc)	Code of Practice for managing the risk of falls at the workplace. Extract from CoP for Managing the risk of falls: Design permanent guardrails or other forms of edge protection, like parapet walls for permanent fall prevention on roofs.	**Elimination:** 1. Physical barrier 2. Design no access access to roof top **Administrative:** 3. Signage 4. Visitor information	3	1	L	**DarkLab Site Managemet**			
	Falling from height (By members of the public on roof of Artwork)	Code of Practice for managing the risk of falls at the workplace. Use safe design principles https://www.safeworkaustralia.gov.au/safe-design	**Elimination:** 1. Physical barrier 2. Design no access access to roof top **Administrative:** 3. Signage 4. Visitor information	4	1	M	**DarkLab Site Managemet**			
	Falling from height (By members of the public from end of Artwork)	Use safe design principles: https://www.safeworkaustralia.gov.au/safe-design	**Engineering:** Designed <1m drop **Administrative:** 1. Signage 2. Visitor information 3. Emergency response/rescue	2	2	L	**DarkLab**			
	Tree Limbs		**Engineering:** 1. Remove dead limbs/trees as per Arborist report 2. Weather station (wind speed) 3. Routing the path away from trees where possible **Administrative:** 3. Regular Arborist site assessment 4. Procedure to close site based on wind speed	4	1	M	**DarkLab Site Managemet**			
	Projectiles from heritage buildings (external - from buildings outside of the area controlled by DarkLab)		**Engineering:** 1. Weather station (wind speed) 2. Buildings access restricted - locked **Administrative:** 3. Monitoring program 4. Seek maintenance program (from Parks) 5. Consultation (parks - Landlord) 6. Procedure for daily weather checks, and to close site based on wind speed	4	1	L	**Parks and Wildlife Service**	Site Management to monitor onsite conditions		
Electrical Hazards	Poorly maintained electrical fixtures (e.g. Indoor or external lighting, hand dryer)	Code of Practice for managing electrical risks in the workplace.	**Isolation:** 1. Isolate and remove from service any damaged/unsafe electrical fixtures/plant. **Administrative:** 2. Testing and Tagging schedule 3. Workplace Inspections 4. Electrical equipment built to meet electrical Aust Stds. 5. Licenced electrical professionals used	4	1	M	**Site Management**			

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Hazard Description	Causes (modify and delete as applicable)	History, Data, Comments	Controls	Current			Responsible Person	Support / Action	Due Date	Status
				C	L	R				
Mobile Plant	Traffic / pedestrian interaction (Buses, Vehicles, Golf Buggy) inc. carpark and pathway	Safe Work Australia - Traffic Management	**Isolation:** 1. Designated pedestrian pathways in car park **Engineering:** 2. Bollards/vegetation preventing vehicular access on to pathways 3. First Aid Kit 4. AED **Administrative:** 6. Traffic Management Plan, speed limits 7. Signage 8. Safe use of Gold Buggy SOP 9. Training of staff on safe use of golf buggy 10. First Aid Training 11. Emergency Management Plan (EMP)	3	3	M	**DarkLab Site Managemet**			
	Driving Incident (golf buggy accident or car in car park)	Safe Work Australia - Emergency Plans and procedures	**Engineering:** 1. First Aid Kit 2. AED 3. Comms equipment **Administrative:** 5. Emergency Management Plan (EMP) 6. First Aid Training	2	3	M	**Site Management**			
	Wildlife on roads (when travelling to and from site)	P&W Tahune-airwalk	**Administrative:** 1. Opening hours to be during daylight only 2. Visitor information (e.g.: *Where possible, avoid driving at night, Vehicles sharing the roads with native wildlife, so take it slow and watch out for animals on the road. Similar info provided to visitors as Tahune Airwalk.)*	1	3	L	**DarkLab Site Managemet**			
Biological Hazards	Legionella / bacteria / viruses (e.g. food borne illness, E.coli, fungi)		**Engineering:** 1. Regular cleaning schedule for site/buildings 2. Preventative maintenance of visitor centre 3. UV sterilisation and filtering on rain water 4. Correct storage for food/drink and waste **Administrative:** 5. Food handling permit and staff training	2	3	M	**DarkLab Site Managemet**			
	Insects / animals / plants		**Engineering:** 1. First Aid Kit 2. AED 3. Rubbish bins secured to prevent wildlife accessing it **Administrative:** 5. Morning/Evening walkthrough of site 6. Signage warning of snakes/wildlife 7. First Aid Trained Staff (particularly for anaphylaxis and snake bite) 8. Snake Handler contact details if snake is found inside buildings or artwork 9. Emergency Management Plan (EMP) *Note: EMP identifies nearest medical facilities.*	3	3	M	**Site Management**			
	Bodily fluids - Blood borne diseases		**Engineering:** 1. Sanitary disposal units 2. Sanitary waste contractor.	3	1	L	**Site Management**			

Hazard Description	Causes (modify and delete as applicable)	History, Data, Comments	Controls	Current			Responsible Person	Support / Action	Due Date	Status
				C	L	R				
	Sharps e.g. needles/syringes not disposed of properly	Sharps information (NSW)	**Engineering:** 1. Provision of sharps container in bathroom. **Administrative**: 2. Procedure **PPE:** 3. PPE for disposal	3	1	L	**Site Management**			
	Infectious diseases (COVID-19)	Safe Work Australia - Information for workplaces on COVID-19	**Administrative:** 1. COVID-Safety Plan (covers hand hygiene 2. Heightening cleaning, Contact tracing, Physical distancing, COVID-19 health screening monitoring). 2. EMP and scenario testing. 3. Hand sanitising stations	3	3	M	**DarkLab Site Managemet**			
Chemical Hazards	Storage - inadequate (e.g. cleaning products, gases, fuel etc)	Chemical Manifest Template	**Engineering:** 1. Secure storage and segregation 2. Bunding of chemicals on site 3. Spill kit **Administrative:** 4. Signage 5. Chemical inventory on site 6. Spill kit training **PPE:** 7. Gloves 8. Eye protection	2	1	L	**DarkLab Site Managemet**			
	Handling and use of Hazardous chemicals (e.g. cleaning products, gases, fuel etc)	Code of Practice for Managing the risks of Hazardous Chemicals in the workplace.	**Administrative:** 1. Signage 2. Chemical inventory on site 3. Spill kit training 4. Handling and use of hazardous chemicals SOP 5. Safe use of gas heaters SOP **PPE:** 6. Gloves 7. Eye protection	2	2	L	**Site Management**			
	Unlabelled containers (e.g. cleaning products, gases, fuel etc)	Code of Practice for Managing the risks of Hazardous Chemicals in the workplace.	**Engineering:** 1. Label decanted hazardous chemicals according to GHS labelling and Code of Practice for labelling hazardous Chemicals. **Administrative:** 2. Handling and use of hazardous chemicals SOP	2	1	L	**Site Management**			
	General visitor safety - poor information	P&W Tahune-airwalk	**Administrative:** 1. Visitor information 2. Signage *(e.g. covering what to wear, sun sense, water, stay on tracks, supervise children, grade of walk, site plan, mobile signal, toilets, parking.)*	1	3	L	**DarkLab**			
	Person with disability		**Engineering:** 1. Maintenance of gravel pathways 2. Provide disability assessible bathroom facilities, ramps etc 3. DDA approval (carpark/visitors centre) **Administrative:** 4. Disability Assistance Induction for staff	2	2	L	**DarkLab Site Managemet**			
	Restricted work area (e.g. visitor centre kitchen, buildings that are unauthorised to Public)		**Engineering:** 1.Secure buildings/storage areas **Administrative:** 2.Signage *(e.g. "No Unauthorised Access". "Staff only")*	2	2	L	**DarkLab Site Managemet**			

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				C	L	R				
General Hazards	Slip and trip hazards (e.g. pathways, railway tracks, rocks, uneven surfaces, food/drink spills in visitor centre etc)		**Engineering:** 1. Textured surfaces (to be confirmed as non-slip with Artist) 2. Grounds keeping to maintain clear areas and limit trip hazards 3. Maintenance of gravel pathways **Administrative:** 4. Signage 5. Cleaning schedule for site 6. Regular workplace inspections/walkthrough	2	3	M	**DarkLab Site Managemet**			
	Housekeeping (around pathways, car park, buildings)		**Engineering:** 1. Regular workplace inspections 2. Regular clean-ups	2	2	L	**Site Management**			
	Lighting/visibility - poor (e.g. winter/dusk/after hours)		**Engineering:** 1. External lighting (visitors centre/ carpark) 2. Maintenance **Administration:** 3. Site open daylight hours only 4. Regular workplace inspections	2	2	L	**DarkLab Site Managemet**			
	Site security - incident afterhours		**Engineering:** 1. Movement sensor 2. Alarms 3. Security cameras **Administrative:** 4. Staff training on reporting and managing incidents 5. Incident Reporting Procedure 6. Evacuation Plan 7. Regular drills	3	2	M	**DarkLab Site Managemet**			
	Site security - cash onsite / theft		**Elimination:** 1. Cashless site	1	1	L	**DarkLab Site Managemet**			
Psychological Hazards	Personal threat (e.g. Personal threat from intrusion, assault, person at risk (drugs/alcohol or mental illness), inappropriate behaviour etc.		**Engineering:** 1. Security cameras **Administrative:** 2. Training for staff on responsible serving of alcohol 3. De-escalation training 4. Staff do not work alone 5. Emergency Management Plan	2	2	L	**DarkLab Site Managemet**			
	Natural Disasters (e.g. bushfire)		**Engineering:** 1. Emergency equipment 2. Preventative maintenance of gravel paths/carpark **Administrative:** 3. Bushfire Emergency Plan 4. Evacuation Plan 5. Emergency Response Plan 6. Emergency wardens	5	2	S	**DarkLab Site Managemet**			
	Lost / missing person		**Engineering:** 1. Emergency Equipment **Administrative:** 3. Visitor information about site safety: (e.g. "keep to paths", " Supervise children at all times". 4. Emergency Management Plan (EMP) 5. Emergency response training 6. Morning and afternoon inspections/sweeps	3	2	M	**DarkLab Site Managemet**			

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				C	L	R				
Emergency hazards	Health condition e.g. fitness, medical condition, anaphylaxis, hypothermia, heat exhaustion		**Engineering:** 1. First Aid kit 2. AED 3. water available **Administration:** 4. Emergency Response Plan 5. First Aid Training 6. Visitor information 7. Walk Grading	3	3	M	**DarkLab Site Managemet**			
	Severe Weather events (wind, rain, snow, lightning, extreme heat)		**Engineering:** 1.Emergency equipment (e.g. fire extinguishers, alarms, sprinklers) 2. Preventative Maintenance of buildings 3. Lightning protection **Administrative:** 4. Weather station and BOM monitoring protocol. 5. Evacuation Plan 6. Emergency Response Plan 7. Arborist assessment 8. Emergency wardens 9. Regular workplace inspections	3	2	M	**DarkLab Site Managemet**			
	Bomb threat / Terrorism - Chemical, biological or radiological threat, suspicious package / lone gunman etc		**Engineering:** 1. Comms equipment 2. Alarms **Administrative:** 3. Emergency Management Plan / Crisis Management Plan 4. Emergency Wardens	4	1	M	**DarkLab Site Managemet**			
	Power failure (inc. communications)		**Engineering:** 1. Back up generator and fuel 2. Battery powered Torches **Administrative:** 3. Emergency Management Plan 4. Safe use of Generator SOP 5. Staff training 6. Preventative maintenance 7. Check communication towers	3	1	L	**DarkLab Site Managemet**			
	Fire/Explosion - Flammable materials (e.g. smoking, leaf litter), rubbish fire, gas leak, electrical fire	Safe Work Australia - Emergency Plans and procedures	**Engineering:** 1. Emergency response equipment (e.g. fire extinguishers, fire / smoke alarms) 2. RCD's **Administrative:** 3. Evacuation Plan 4. Emergency Response Plan 5. Arborist tree assessment 6. Emergency wardens 7. Housekeeping / Grounds-keeping program 8. Suitable rubbish storage and regular collection	3	1	L	**DarkLab Site Managemet**			
	Communication - poor / Network failures	Safe Work Australia - Emergency Plans and procedures	**Engineering:** 1. Communication equipment **Administrative:** 2. Emergency Management Plan (EMP) 3. Evacuation plan 4. Regular drills and debrief	3	2	M	**DarkLab Site Managemet**			
Emergency	Emergency plant and equipment - inadequate or poorly maintained	SWA - Emergency Plans and procedures	**Engineering:** 1. Maintenance of emergency equipment e.g. fire extinguishers, smoke detectors and alarms **Administrative:** 2. Regular inspection and testing of emergency equipment 3. Regular drills and debrief	4	1	M	**Site Management**	**DarkLab**		

Hazard Description	Causes (modify and delete as applicable)	History, Data, Comments	Controls	Current			Responsible Person	Support / Action	Due Date	Status
				C	L	R				
Response	First aid facilities	SWA - first-aid	**Engineering:** 1. First aid kit 2. AED **Administrative:** 3. Regular inspection of first aid kit 4. Maintain first aid training competency	3	2	M	**Site Management**	**DarkLab**		
	Incident response - poor	SWA - Incident-reporting	**Administrative:** 1. Site management - Staff training on reporting and managing incidents 2. Incident Reporting Procedure 3. Evacuation plan kept up to date, including rescue plan 4. Regular drills and debrief.	4	1	M	**DarkLab** **Site Managemet**			