

# CONTRACT RISK CATEGORIES

## LOW

Typically:

- + Not interacting with operations or other contractors
- + Doesn't involve high risk work as defined in "High" column
- + Simple task of short duration (< day)
- + Work only involving visual inspections
- + Could be one off or ongoing contract.
- + Using hand tools or simple equipment only
- + Delivery of materials to designated loading/ lay down areas

### TYPICALLY REQUIRES:

- ☑ Prequalification
- ☑ Induction
- ☑ Sign in/Check in process
- ☑ Work under client HSMS for general requirements (e.g. emergency response, traffic management, incident reporting etc)
- ☑ Verbal risk assessment although may require simple JSA/SWMS
- ☑ Limited monitoring – general observation and feedback
- ☑ Informal H&S review periodically for ongoing engagement
- ☑ Generally informal regular communication between PCBUs

## MEDIUM

Typically:

- + Limited interaction with operations or other contractors
- + Doesn't involve high risk work as defined in "High" column
- + Could be one off or ongoing contract
- + Use of hazardous substances other than household type products in similar quantities
- + Work involving mobile plant and equipment
- + Work generally day/s duration

### TYPICALLY REQUIRES:

- ☑ Prequalification
- ☑ Induction
- ☑ Sign in/Check in Process
- ☑ Prestart brief
- ☑ Risk assessment via JSA/SWMS
- ☑ May require simple H&S Plan for more complex risks or interactions (Plan primarily risk focused)
- ☑ Work under client HSMS for general requirements
- ☑ Less formal but regular monitoring via general observation and feedback
- ☑ Ongoing comms agreed as required
- ☑ H&S review (semi-formal) for ongoing engagements

## HIGH

Typically:

- + Any facilities and maintenance or project work involving critical risk work activity e.g. Work at Height, confined Space Entry, Isolations / Live high voltage, Excavation, Cranage (other than Hiab), Asbestos, Major earthworks, Notifiable Work, significantly hazardous substances etc.
- + Significant interaction with Operations and/ or other Contractors/PCBUs
- + Significant facilities and maintenance or Operating Contract (running part of operations) - work weeks/months + duration

### TYPICALLY REQUIRES:

- ☑ Prequalification
- ☑ Induction
- ☑ Formal precommencement meeting
- ☑ Sign in/Check in Process
- ☑ Daily prestart brief
- ☑ Permit to work and work authorisation process
- ☑ Risk assessment via JSA/SWMS for less complex risks or interactions
- ☑ H&S Plan for more complex facilities and maintenance or project activity
- ☑ Work under client HSMS for general requirements
- ☑ Formal inspection/audit processes
- ☑ Formal H&S review at work completion and/ or 6 monthly

## MAJOR PROJECT

Typically:

- + Standalone build on a greenfield site
- + Ring fenced build on an operating site
- + Significant build (or similar activity) in a live operations area.
- + Multiple contractors and subcontractors
- + Multiple project stages
- + Significant financial investment
- + High media profile
- + Significant resource consenting
- + Timeframe typically months +

### TYPICALLY REQUIRES:

- ☑ Follow formal Project lifecycle process e.g. main contractor involved in Safety in Design at preconstruction phase
- ☑ Prequalification
- ☑ Induction
- ☑ Formal precommencement meeting
- ☑ Sign in/Check in Process
- ☑ Project H&S Framework (defines how Client & other PCBU HSMS work/interact within the project)
- ☑ Main Contractor H&S Plan
- ☑ Formal inspection and audit plan
- ☑ Formal project communication plan
- ☑ Formal Project review plan