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| 1. Hazard Management Details – General | | | |
| **Plant/Equipment Item: Electric Arc Welder** | **Make/Model No.:** | | **Serial No.:** |
| **School / Work Location:** | **Region:** | | |
| **Name of Person(s) Conducting Activity:** | | | **Date Conducted:** |
| Electric Arc Welder  http://www.geniusgenerators.co.uk/lg_images/Draper_230_400v_Arc_Welder_Turbo_200_Amp_43944.jpg | | **Description of Use:**  An ARC welder is a machine used to join two or more metals together.  It works by drawing upon a high voltage electrical power source to create an arc between an electrode and the base of a substance (e.g. wrought iron or aluminum).  This arc creates enough sustained high heat temperatures to melt the metal at the point of the arc allowing the metals to fuse and create a weld.  Electrodes come in two different types. They are either consumable or non-consumable depending on if the electrode is actually used up in the welding process or is able to be reused. | **Summary of Key Risks:**  **(refer to appropriate subsections)**     * Impact and cutting * Radiation * Radiation * Slips/trips/falls * Fire and explosion * Temperature * Other (gases and fumes) |

Plant and Equipment Risk Management Form

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| 2. Documentation | | |
| **Relevant Legislation/Standards** | **Y / N** | **Comments** |
| **Is plant required to be registered?** | Y  N |  |
| **Is a user license required?** | Y  N |  |
| **Key Reference material** |  | AS 1674.1 Safety in welding and allied processes - Fire precautions  AS 1674.2 Safety in welding and allied processes - Electrical  AS 4024.1 Safety of machinery  AS/NZS 3760: In service safety inspection and testing of electrical equipment  AS 60974.1 Arc welding equipment – Welding power sources  AS 60974.11 Arc welding equipment – Electrode holders |
| **Plant Documentation** | **Y / N** | **Comments** |
| **Are operator’s manuals accessible?** | Y  N |  |
| **Is this a restricted use item?** | Y  N |  |
| **Does this item require safe use documents/test?** | Y  N | Safe use documents/test |

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| 3. Hazard Identification | |  | | | | |
| **Hazards Inspected** | | **Risk Assessment** | | | **Description of Risk** | **Control Measures** |
|  | | **Cons** | **Like** | **Risk**  **Level** |  |  |
| **ENTANGLEMENT**  Can anyone’s hair, clothing, gloves, cleaning brushes, tools, rags or other materials become entangled with moving parts of the plant or materials? | Y  N |  |  |  |  |  |

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| Hazards Inspected | | Risk Assessment | | | Description of Risk | Control Measures |
|  | | **Cons** | **Like** | **Risk**  **Level** |  |  |
| **IMPACT AND CUTTING**  Can anyone be crushed/cut/struck etc. due to: |  |  |  |  | Spitting metal may cause burns/eye injury to operator/bystanders.  Unexpected movement of the plant (i.e. hoses getting caught on an object) may cause misdirection of torch. | Ensure appropriate screening is in place to protect the surrounding workspace.  Ensure inappropriate material is not used in the welding process.  Ensure equipment is correctly installed and regularly serviced as per manufacturer’s service and schedule instructions.  Ensure operator has been trained in safe work practices and appropriate PPE (e.g. eye protection/welding mask, gloves, apron is worn during operation). |
| * Material falling off the plant? | Y  N |  |  |  |
| * Uncontrolled/unexpected movement of plant/load? | Y  N |  |  |  |
| * Lack of capacity to slow, stop or immobilise plant? | Y  N |  |  |  |
| * The plant tipping or rolling over? | Y  N |  |  |  |
| * Parts of the plant disintegrating or collapsing? | Y  N |  |  |  |
| * Contact with moving parts during testing, inspection, operation, maintenance, cleaning or repair? | Y  N | Moderate | Possible | High |
| * Being thrown off or under the plant? | Y  N |  |  |  |
| * Contact with sharp or flying objects? (e.g. work pieces being ejected) | Y  N | Moderate | Possible | Medium |
| * The mobility of the plant? | Y  N |  |  |  |
| * Inappropriate parts and accessories being used? | Y  N |  |  |  |
| * Other | Y  N |  |  |  |

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| Hazards Inspected | | Risk Assessment | | | | Description of Risk | Control Measures |
|  | | **Cons** | **Like** | **Risk**  **Level** |  | |  |
| **SHEARING**  Can anyone’s body parts be sheared between two parts of plant, or between a part of the plant and a work piece or structure? | Y  N |  |  |  |  | |  |
| **PRESSURISED CONTENT**  Can anyone come into contact with fluids or gases under high pressure, due to plant failure or misuse of the plant? | Y  N |  |  |  |  | |  |
| **ELECTRICITY**  Can anyone be injured or burnt due to: |  |  |  |  | Potential for the welder to receive a shock by simultaneously touching the electrode and work piece poses an electrical hazard.  Damaged or frayed electrical leads pose an electrical hazard.  Electrical leads that have not been tested and tagged as specified in AS 3760 pose an electrical hazard.  An electrode holder that is not fully insulated (damaged or worn) poses an electrical hazard. | | Operator to wear appropriate clothing and PPE while welding.  Ensure welder is be set to an appropriate voltage.  Where possible provide rubber insulating matting.  Operator to check for damaged electrical cords prior to use. Avoid welding in wet areas or welding in wet or damp clothing  Ensure equipment is regularly serviced, tested and tagged and appropriate isolation procedures (e.g. lock out tags) are in place.  Operator to check for wear or damage to electrode holder prior to use. |
| * Live electrical conductors? (*e.g.* exposed wires) | Y  N | Major | Unlikely | Medium |
| * Working in close proximity to electrical conductors? | Y  N | Major | Unlikely | Medium |
| * Access to electricity? | Y  N | Major | Unlikely | Medium |
| * Damaged or poorly maintained electrical leads, cables or switches? | Y  N | Major | Unlikely | Medium |
| * Water near electrical equipment? | Y  N |  |  |  |
| * Lack of isolation procedures? | Y  N |  |  |  |
| * Other | Y  N |  |  |  |

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| Hazards Inspected | | Risk Assessment | | | Description of Risk | Control Measures |
|  | | **Cons** | **Like** | **Risk**  **Level** |  |  |
| **ERGONOMICS**  Can anyone be injured due to: |  |  |  |  |  |  |
| * Poorly designed workstation? | Y  N |  |  |  |
| * Repetitive body movement? | Y  N |  |  |  |
| * Constrained body posture or the need for excessive effort? | Y  N |  |  |  |
| * Design deficiency causing psychological stress? | Y  N |  |  |  |
| * Inadequate or poorly placed lighting? | Y  N |  |  |  |
| * Does the plant impact on the surrounding workplace and create potential hazards? (Consider potential impact on the design and layout of the workplace) | Y  N |  |  |  |
| * Is the location of the plant inappropriate? (Consider potential effects due to environmental conditions and terrain) | Y  N |  |  |  |
| * Other | Y  N |  |  |  |

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| Hazards Inspected | | Risk Assessment | | | Description of Risk | Control Measures |
|  | | **Cons** | **Like** | **Risk Level** |  |  |
| **RADIATION**  Can anyone using the plant, or in the vicinity of the plant suffer injury or illness due to exposure to radiation in the form of any of the following:   * infra-red radiation * ultra violet light * microwaves | Y  N | Moderate | Possible | Medium | UV light generated by the welding process can cause inflammation of the cornea otherwise known as ‘welders flash’. | Ensure operator/observers are wearing appropriate eye wear (e.g. welders mask). Include in safe work procedures.  Ensure appropriate screening is in place to protect the surrounding work areas. Include in safe work procedures. |
| **NOISE**  Can anyone using the plant, or in the vicinity of the plant, suffer injury due to exposure to noise? | Y  N |  |  |  |  |  |
| **VIBRATION**  Can anyone be injured or suffer ill health from exposure to vibration? | Y  N |  |  |  |  |  |
| **FRICTION**  Can anyone be burnt due to contact with moving parts, materials or surfaces of the plant? | Y  N |  |  |  |  |  |
| **SUFFOCATION**  Can anyone be suffocated due to lack of oxygen, or atmospheric contamination? | Y  N |  |  |  |  |  |
| **CONDITION**  Is a hazard likely due to the age and condition of the plant? (*Consider how hard the machine has been worked, and whether it is used constantly or rarely).* | Y  N |  |  |  |  |  |
| Can anyone be injured as a result of the plant not serviced appropriately and/or maintained in line with manufacturer’s recommendations? | Y  N |  |  |  |

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| Hazards Inspected | | Risk Assessment | | | Description of Risk | Control Measures |
|  | | **Cons** | **Like** | **Risk**  **Level** |  |  |
| **SLIPS/TRIPS/FALLS**  Can anyone using the plant, or in the vicinity of the plant, slip, trip or fall due to: |  |  |  |  | Poor housekeeping practices allowing the build-up of waste materials or failure to immediately clean up spills could result in a slip hazard.  Inappropriate placement of objects (e.g. spare materials, electric cords, bags etc.) in the immediate vicinity of the plant equipment may result in a trip hazard. | Ensure appropriate cleaning and housekeeping practices are maintained to minimise the risk of a slip, trip or fall. |
| * Uneven, slippery or steep work surfaces? | Y  N |  |  |  |
| * Poor housekeeping, e.g. spillage in the vicinity? | Y  N | Minor | Possible | Medium |
| * Obstacles being placed in the vicinity of the plant? | Y  N | Minor | Possible | Medium |
| * Inappropriate or poorly maintained floor or walking surfaces (i.e. lack of a slip-resistant surface, unprotected holes, penetrations or gaps?) | Y  N |  |  |  |
| If operating or maintaining plant at height can anyone slip, trip or fall due to: |  |  |  |  |
| * Use of work platforms, stairs or ladders? | Y  N |  |  |  |
| * Lack of guardrails or other suitable edge protection? | Y  N |  |  |  |
| * Other | Y  N |  |  |  |

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| Hazards Inspected | | Risk Assessment | | | | Description of Risk | | Control Measures |
|  | | **Cons** | | **Like** | **Risk**  **Level** |  | |  |
| **FIRE AND EXPLOSION**  Can anyone be injured by fire? | Y  N | Moderate | | Possible | Medium | Electrodes, hot metal, spitting metal and sparks may become an ignition source if flammable material is in the immediate vicinity (e.g. wood dust, rags etc.). | | Ensure good housekeeping practices are maintained around the arc welder.  Allow hot metal to cool prior to handling.  Provide a fire spotter when work is being carried out.  Ensure appropriate fire extinguishers are available and accessible at all times. Provide instruction to employees and students on how to use fire equipment. |
| * Can anyone be injured by explosion of gases, vapours, liquids, dusts, or other substances? | Y  N |  | |  |  |
| **TEMPERATURE/MOISTURE**  Can anyone come into contact with objects athigh or low temperatures? | Y  N | Moderate | | Possible | Medium | Hot electrodes, hot metal, spitting metal and sparks may come into contact with a person. | | Ensure appropriate PPE (e.g. gloves, apron and welding mask) is worn whilst operating the arc welder.  Allow hot metal to cool prior to handling.  Ensure appropriate firefighting equipment/systems are in place.  Ensure work area is appropriately ventilated when in operation (e.g. exhaust extraction). |
| * Can anyone suffer ill-health due to exposure to high or low temperatures? | Y  N |  | |  |  |
| * Can anyone be injured or suffer ill health due to exposure to moisture? | Y  N |  | |  |  |
| **OTHER** Can anyone be injured or suffer ill health from exposure to: |  |  | |  |  | Fumes and gases produce during arc welding may be hazardous to health. | | Ensure work area is appropriately ventilated when in operation (e.g. exhaust extraction). |
| * Chemicals? | Y  N |  | |  |  |
| * Toxic gases or vapours? | Y  N | Moderate | | Possible | Medium |
| * Fumes / Dusts? | Y  N | Moderate | | Possible | Medium |
| * Other? (please specify) | Y  N |  | |  |  |
| **4. Risk Assessment Signoff** | | | | | | | | |
| Authorised By: | | | Signature: | | | | Date: | |

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| Consequence - Evaluate the consequences of a risk occurring according to the ratings in the top row  |  |  |  | | --- | --- | --- | | Descriptor | Level | Definition | | **Insignificant** | **1** | No injury | | **Minor** | **2** | Injury/ ill health requiring first aid | | **Moderate** | **3** | Injury/ill health requiring medical attention | | **Major** | **4** | Injury/ill health requiring hospital admission | | **Severe** | **5** | Fatality |   3. Risk level - Calculate the level of risk by finding the intersection between the likelihood and the consequences   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Likelihood | Consequence | | | | | | **Insignificant** | **Minor** | **Moderate** | **Major** | **Severe** | | **Almost Certain** | Medium | High | Extreme | Extreme | Extreme | | **Likely** | Medium | Medium | High | Extreme | Extreme | | **Possible** | Low | Medium | Medium | High | Extreme | | **Unlikely** | Low | Low | Medium | Medium | High | | **Rare** | Low | Low | Low | Medium | Medium | | Likelihood - Evaluate the likelihood of an incident occurring according to the ratings in the left hand column  |  |  |  | | --- | --- | --- | | Descriptor | Level | Definition | | **Rare** | **1** | May occur somewhere, sometime (“once in a life time / once in a hundred years”) | | **Unlikely** | **2** | May occur somewhere within the Department over an extended period of time | | **Possible** | **3** | May occur several times across the Department or a region over a period of time | | **Likely** | **4** | May be anticipated multiple times over a period of time  May occur once every few repetitions of the activity or event | | **Almost Certain** | **5** | Prone to occur regularly  It is anticipated for each repetition of the activity of event |   4. Risk Level/Rating and Actions   |  |  | | --- | --- | | Descriptor | Definition | | **Extreme:** | Notify **Workplace Manager and/or Management OHS Nominee** immediately. Corrective actions should be taken immediately. Cease associated activity. | | **High:** | Notify **Workplace Manager and/or Management OHS Nominee** immediately. Corrective actions should be taken within 48 hours of notification. | | **Medium:** | Notify **Nominated employee, HSR / OHS Committee**. Nominated employee, OHS Representative / OHS Committee is to follow up that corrective action is taken within 7 days. | | **Low** | Notify **Nominated employee, HSR / OHS Committee**. Nominated employee, HSR / OHS Committee is to follow up that corrective action is taken within a reasonable time. | |