






Common Injury Mechanisms Self-Assessment Tool

Use this self-assessment tool to ensure your workplace complies with legislation related to the Common Injury Mechanisms. This checklist contains questions like the ones on the audit tool used by our Inspectors when conducting site audits as part of the Construction Priority Harms Campaign.

Mobile Plant 	Compliant		Comments	Legislative Reference
Are exclusion zones established/set up?	Yes	No		Regs: 215
If a piece of plant is not being used, are you leaving it in a state that does not create a risk to the health or safety of any person?	Yes	No		Regs: 207, 315
Have you seen written evidence that your workers have the relevant high risk work license or documented competency for the use of plant?	Yes	No		Act: 43 Regs: 85
Have you kept a record of the written evidence for each worker?	Yes	No		Act: 43 Regs: 85
Is all plant being maintained / inspected in accordance with manufacturers specifications? <i>e.g Is the Log Book completed?</i>	Yes	No		Regs: 213
Are all warning devices operating as per manufacturer's specifications?	Yes	No		Regs: 212

<u>Access/Egress and Housekeeping</u> 	Compliant	Comments	Legislative Reference
Does the layout of your workplace allow persons to safely enter and exit and carry out work under normal working conditions and in an emergency?	Yes	No	Regs: 40, 314
Are hazards related to ground surfaces or housekeeping reported immediately?	Yes	No	Regs: 36
<u>Falling Objects</u> 	Compliant	Comments	Legislative Reference
Are you managing the risk of falling objects appropriately? <i>(using fall prevention, or if not practicable, a fall arrest system for objects)</i>	Yes	No	Regs: 54, 55, 314
Are materials and tools stored safely to prevent falling objects on site?	Yes	No	Regs: 54, 55, 314
<u>Are materials and tools stored safely to prevent falling objects on site?</u> 	Compliant	Comments	Legislative Reference
Are you managing the risk of falls by a worker that is likely to cause injury from one level to another? Are you using the following control measures (from least to most effective): <ul style="list-style-type: none"> » working on a solid construction instead of at height » using fall prevention » using a work positioning system » using a fall arrest system, including establishing and communicating emergency procedures and rescue plans (Regs 80) 	Yes	No	Regs: 78, 79, 80, 314

PPE 	Compliant		Comments	Legislative Reference
Are you and your workers using PPE, and is it suitable for the task?	Yes	No		Regs: 44
Are you covering the cost for all PPE?	Yes	No		Act: S 273 Regs: 44
Are your workers trained in the correct use of PPE for the task?	Yes	No		Regs: 44
Do you conduct regular checks to ensure PPE is in good condition and replaced when necessary?	Yes	No		Regs: 44
Do you enforce and monitor PPE usage on the construction site?	Yes	No		Regs: 45
Safe Work Method Statement (SWMS) 	Compliant		Comments	Legislative Reference
Are you conducting High Risk Construction Work?	Yes	No		Regs: 299
If yes, have you prepared a SWMS, in consultation with workers?	Yes	No		
Does your SWMS include adequate controls to eliminate or minimise the hazards and risks identified in your SWMS? <i>E.g. measures to manage the risk of falls from height, manage the use of powered mobile plant.</i>	Yes	No		Regs: 299, 300
Do you have a process in place to ensure workers are following the procedure as outlined in the SWMS?	Yes	No		
Have you provided training on the SWMS to all workers, considering language and knowledge barriers?	Yes	No		Regs: 299, 300, 302
Has the SWMS been given to the Principal Contractor? <i>(if applicable)</i>	Yes	No		Regs: 299, 300, 302

Body Stressing / Musculoskeletal injuries

These are often caused by hazardous manual tasks – tasks that involve: repetitive or sustained force; high or sudden force; repetitive movement; sustained and/or awkward postures; or vibration.

Compliant

Comments

Legislative Reference

Have you identified hazardous manual tasks that could lead to musculoskeletal injuries by:

- consulting with workers
- reviewing injury or claims data
- looking for trends
- observing hazardous manual tasks

Yes No

Regs: 34, 60

Have you put control measures in place to eliminate or minimise musculoskeletal injuries from hazardous manual tasks by considering:

- postures, movements, forces, or vibration
- duration and frequency of the task
- design of the work area and layout of the workplace
- systems of work
- nature, size, weight and number of things handled
- workplace environmental conditions

Yes No

Regs: 35, 60

Have you considered the hierarchy of controls when determining how to manage the risk?

- Given consideration of ways to eliminate, substitute, isolate, or engineer controls to manage the risk
- E.g Using mechanical lifting aids where possible
- If the above controls are not possible, consider the use of administrative controls or PPE to manage the risk.

Yes No

Regs: 60; 36

Note: Consider conducting a risk assessment to determine the severity of the risk.

Have you PCBU maintained and reviewed its existing controls?

Yes No

Regs: 37-38, 60

Have you consulted other duty holders (e.g., sub-contractors) to identify hazards, assess risks, and, to identify, implement and review control measures?

Yes No

Act: S 47

Have you provided workers with suitable and adequate information, training and instruction about hazards that could cause musculoskeletal disorders related to hazardous manual task?

Yes No

Reg 39

- *Lifting technique (how to lift) training is not suitable or adequate training.*

For more information:

- [Mobile Plant – SafeWork SA](#)
- [Slips, Trips and Falls – SafeWork SA](#)
- [Falling Objects – SafeWork SA](#)
- [Working at Heights – SafeWork SA](#)
- [Personal Protective Equipment \(PPE\) – SafeWork SA](#)
- [Safe Work Method Statements \(SWMS\) – SafeWork SA](#)
- [Hazardous Manual Tasks – SafeWork SA](#)
- [Hazardous Manual Tasks - Systems Self-Assessment tool – SafeWork SA](#)



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