**Appendix A**

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| **SAFETY REVIEW PRE-WORK FORM (Template)** |

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| **Location/Area/Facility** |  |
| **Activity(s) to be specifically reviewed (if applicable)** |  |
| **Supervisor for area (Print name)** |  |

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| **Hazards**  Indicate below all of the hazards of this area/facility/activity and answer the questions where relevant | | | | | |
| **Type of Hazards** | **Are these hazards present?**  **Y / N** | **Is a risk assessment required?**  **Y / N** | **Is there a current risk assessment?**  **Y / N** | **Are the hazards being managed in accordance with the HSW Handbook?**  **Y / N / ? (not sure)** | **Do you need advice on the management of this hazard?**  **Y / N** |
| **Animal Handling** |  |  |  |  |  |
| **Biological** |  |  |  |  |  |
| **Confined space entry** |  |  |  |  |  |
| **Hazardous chemical**  **(see** [**definitions**](#Definitions)**)** |  |  |  |  |  |
| **Hazardous Manual Tasks (see** [**definitions**](#Definitions)**)** |  |  |  |  |  |
| **Hazardous Plant/ Equipment (see** [**definitions**](#Definitions)**)** |  |  |  |  |  |
| **Hot work** |  |  |  |  |  |
| **Noise/Sound** |  |  |  |  |  |
| **Radiation** |  |  |  |  |  |
| **Work at Height** |  |  |  |  |  |
| **Other** |  |  |  |  |  |
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| **Information, instruction and training** | | | |
| Is appropriate information provided to the workers? | Yes | No | I need advice |
| Are any proficiencies required related to work undertaken? | Yes | No | I need advice |
| Is any training required related to work undertaken? | Yes | No | I need advice |

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| **Signed by Supervisor** |  | **Date:** |

**Return the completed form to [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_] i.e. person who will be conducting the safety review**

**on or before / / .**