



**QUICKFILL**  
**AUSTRALIAN WATER TOWERS**  
**TASK HAZARD ANALYSIS**

**DATE:** \_\_\_\_\_ **PLANT :** Quickfill Water Tower **ACN 113 861 457**  
**JOB DESCRIPTION:** Installation and Set-up of Quickfill water tower

STEP NO	JOB STEP List the steps required to perform the task in the sequence they are carried out.	POTENTIAL HAZARD Against each step list the potential hazards that could cause injury/damage when the task step is performed.	RISK RANK before	REQUIRED HAZARD CONTROL For each hazard identified list the control measures required to eliminate or minimise the risk of injury.	RISK RANK after	RESPONSIBLE PERSON
1.	Training and competency.	Serious Injury can occur if procedure for handling and use of <b>Quickfill</b> water towers is not followed.	H	Complete training package and online competency assessment.	L	All Personnel installing <b>Quickfill</b> Water Tower.
2.	Pad for mobilisation of Quickfill water tower.	Tip or fall over. Water damage to pad. Contact with trucks.	H	Follow Quickfill water tower procedure for earth pad.	L	All Personnel installing <b>Quickfill</b> Water Tower.
3.	Unloading and Positioning.	Correct lifting points not used. Lifting equipment not accredited and out of date. Operators not competent.	H	Follow Quickfill water tower procedure. Correct lifting points must be used for loading and unloading. Inspect all machinery and lifting equipment prior to use. Ensure operators are competent.	L	All Personnel installing <b>Quickfill</b> Water Tower.



**QUICKFILL**  
**AUSTRALIAN WATER TOWERS**  
**TASK HAZARD ANALYSIS**

<b>STEP NO</b>	<b>JOB STEP</b> List the steps required to perform the task in the sequence they are carried out.	<b>POTENTIAL HAZARD</b> Against each step list the potential hazards that could cause injury/damage when the task step is performed.	<b>RISK RANK before</b>	<b>REQUIRED HAZARD CONTROL</b> For each hazard identified list the control measures required to eliminate or minimise the risk of injury.	<b>RISK RANK after</b>	<b>RESPONSIBLE PERSON</b>
4	Preparing Quickfill water tower (Attaching Truck Fill Pipe and support stays.)	Nip and pinch points. Tool slippage. Heavy lift.	M	Follow Quickfill water tower procedure. Wear gloves. Use correct tools for the task. Use correct manual lifting techniques.	L	All Personnel installing <b>Quickfill</b> Water Tower.
5	Standing Quickfill water tower into position.	Correct lifting points not used. Lifting equipment not accredited and out of date. Operators not competent.	H	Follow Quickfill water tower procedure. Correct lifting points must be used for loading and unloading. Inspect all machinery and lifting equipment prior to use. Ensure operators are competent.	L	All Personnel installing <b>Quickfill</b> Water Tower.
6	Securing Quickfill water tower with stabiliser arms and jacks.	Nip and pinch points. Tip or fall over. Filling of water tower. Locking pins not used	H	Follow Quickfill water tower procedure. Wear gloves. Ensure all locking pins are used and secure.  <b><u>DO NOT LEAVE QUICKFILL TOWER UNATTENDED AT THIS STAGE.</u></b>	L	All Personnel installing <b>Quickfill</b> Water Tower.



**QUICKFILL**  
**AUSTRALIAN WATER TOWERS**  
**TASK HAZARD ANALYSIS**

<b>STEP NO</b>	<b>JOB STEP</b> List the steps required to perform the task in the sequence they are carried out.	<b>POTENTIAL HAZARD</b> Against each step list the potential hazards that could cause injury/damage when the task step is performed.	<b>RISK RANK before</b>	<b>REQUIRED HAZARD CONTROL</b> For each hazard identified list the control measures required to eliminate or minimise the risk of injury.	<b>RISK RANK after</b>	<b>RESPONSIBLE PERSON</b>
7	Plumbing Quickfill Water Tower.	Nip and pinch points. Tool slippage. Heavy lift.	M	Follow Quickfill water tower procedure. Wear gloves. Use correct tools for the task. Use correct manual lifting techniques.	L	All Personnel installing <b>Quickfill</b> Water Tower.
8	Quickfill Water Tower Ready for use.	Mobile Plant contacting Quickfill water tower Ground surfaces and erosion	H	Ensure Quickfill water tower access is kept clear Daily inspections of pad area	L	All Personnel using <b>Quickfill</b> Water Tower.
9	Preparing and Lowering Quickfill Water Tower for Transport	Plumbing still connected Water tower still full	M	Follow Quickfill water tower procedure. Ensure Feed water is isolated before disconnecting Empty Quickfill water tower		All Personnel installing <b>Quickfill</b> Water Tower.
10	Raise Jacks and secure arms back to Quickfill water tower.	Nip and pinch points. Tip or fall over. Filling of water tower. Locking pins not used	M	Follow Quickfill water tower procedure. Wear gloves. Ensure all locking pins are used and secure.	L	All Personnel installing <b>Quickfill</b> Water Tower.



**QUICKFILL**  
**AUSTRALIAN WATER TOWERS**  
**TASK HAZARD ANALYSIS**

<b>STEP NO</b>	<b>JOB STEP</b> List the steps required to perform the task in the sequence they are carried out.	<b>POTENTIAL HAZARD</b> Against each step list the potential hazards that could cause injury/damage when the task step is performed.	<b>RISK RANK before</b>	<b>REQUIRED HAZARD CONTROL</b> For each hazard identified list the control measures required to eliminate or minimise the risk of injury.	<b>RISK RANK after</b>	<b>RESPONSIBLE PERSON</b>
11	Lowering Quickfill water tower.	Correct lifting points not used. Lifting equipment not accredited and out of date. Operators not competent.	H	Follow Quickfill water tower procedure. Correct lifting points must be used for loading and unloading. Inspect all machinery and lifting equipment prior to use. Ensure operators are competent.	L	All Personnel installing <b>Quickfill</b> Water Tower.
12	Ready for Transport	Arms and travel chains not secured correctly lifting equipment not secured locks not fitted	M	Ensure all locks chains, locking pins and tools are in correct position before transport.	L	All Personnel installing <b>Quickfill</b> Water Tower.

APPENDIX A:

**RISK ANALYSIS REFERENCE TABLES**

TABLE 1

Likelihood	Probability	Description
Almost Certain	Common or repeating occurrence	More than once per month
Likely to occur	Known to occur (it has happened)	Less than once per month but more than once per year
Moderate	Could occur	Less than once per year but more than once per five years
Unlikely	Not likely to occur	Less than once per five years
Rare	Practically impossible	Unlikely ever to occur

TABLE 2

Consequence	Examples		
	Injury	Environmental	Financial
<b>Very Low</b>	Minor injury	Zero impact to environment	No effect on work schedule (<\$1000)
<b>Minor</b>	Medically treated injury	Minor impact (containment)	Minimal effect (\$1000 to \$10,000)
<b>Moderate</b>	Lost time injury (<2 weeks)	Impact localised	Significant effect (\$10,000 to \$50,000)
<b>Major</b>	Lost time injury (>2 weeks)	Off-site impact	Major effect (\$50,000 to \$100,000)
<b>Catastrophic</b>	Fatality or permanent disability	Major impact (long term)	Project halted (>\$100,000)

TABLE 3

LIKELIHOOD	CONSEQUENCE					RISK RANKING
	Very Low	Minor	Moderate	Major	Catastrophic	
Almost Certain	L	S	S	H	H	H = High S = Significant M = Moderate L = Low
Likely to occur	L	M	S	H	H	
Moderate	L	M	S	S	H	
Unlikely	L	L	M	S	H	
Rare	L	L	M	S	H	