

	Take 5	Doc ID: ATLK-WP-006-V8
		Amendment No:
		Issue Date: 21/11/2023
		Review Date: 20/11/2024

Name:	Date:	WorkOrder No:
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Task:	Location:
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1. STOP! THINK THROUGH THE TASK Yes No

1. Do I clearly understand what the task is?	<input type="button" value="Y"/>	STOP! See your supervisor
2. Do I have the required skills, training for the task?	<input type="button" value="Y"/>	
3. Have I checked the relevant SOP procedures and RA for the task?	<input type="button" value="Y"/>	
4. Is all my equipment and tools correct and in a good condition?	<input type="button" value="Y"/>	
5. Do I have the necessary permits for the task?	<input type="button" value="Y"/>	
6. Do I have the correct personal protective equipment?	<input type="button" value="Y"/>	

2. LOOK FOR HAZARDS

1. Atmospheric	Weather extremes, high winds, high temperatures, snow/ice.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
2. Chemical	Acids, solvents, vapour.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
3. Electrical	Electrocution, faulty wiring or equipment.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
4. Enviromental	Poor lighting, loud nosies, temperatures.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
5. Fire	Open flames, combustibile materials, electrical arching.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
6. Gravitational	Falls, slips and trips, falling objects.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
7. Manual handling	Lifting, pushing, pulling, twisting, awkward positions.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
8. Mechanical	Impacts, entanglments, stabbing, crushing.....	<input type="button" value="Y"/>	<input type="button" value="N"/>
9. Pressure	Air, water, oil, gas, high/low pressures.....	<input type="button" value="Y"/>	<input type="button" value="N"/>

3. ASSESS THE HAZARDS

1. Is the risk level high for the identified hazards?	<input type="button" value="Y"/>	<input type="button" value="N"/>
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IF YES, STOP! See your supervisor. Further action is required.

4. MAKE THE HAZARD SAFE

1. Have I removed the hazards and/or implemented effective controls?	<input type="button" value="Y"/>	<input type="button" value="N"/>
2. Can I complete the task safely?	<input type="button" value="Y"/>	<input type="button" value="N"/>

5. COMPLETE THE TASK SAFELY

IF NO, STOP! See your supervisor. Further action required.

Notes: