



BRENDAN MCKENNA
EARTHMOVING

“Take 5”

Personal Risk Assessment Booklet

(COVER)

Stop, Step Back and Think			
Name:		Date:	
Task:			
		NO	YES
1	Is there a procedure for this task?	☐	☐
2	Am I familiar with the procedure?	☐	☐
3	Am I authorised and/or deemed competent to complete the task?	☐	☐
4	Do I have the correct tools and equipment?	☐	☐
5	Am I aware of all hazards, including any manual handling risks in my work area and associated controls?	☐	☐
6	Will the controls protect me and my workmates from harm?	☐	☐
7	Have I communicated identified hazards to surrounding workmates?	☐	☐
8	Can I complete the task without deviating from the procedure or JHA?	☐	☐
If any RED BOX ☐ is checked, DO NOT commence the task, and contact your supervisor immediately.			

Signature:

What actions taken do I take if answered 'No'

Details of any section answered 'No'

Why 'No':

Action taken:

Employee Signature:

Supervisors Signature:

Email to dockets@mckgroup.com.au once in service.

Conducting a personal Mysafe Hazard Identification

- Complete details of the task, date and time.
- Complete the personal checks. If all answers are **YES** proceed with the task
- Complete the personal checks. If any answers are **NO** contact your supervisor.
- Enter all details of the actions taken by you and your Manager/Supervisor to enable the completion of the task.
- Questions that have been answered **NO** may require training/assessment in the relevant SOP or a formal risk assessment to be conducted.
- **email a copy to dockets@mckgroup.com.au once you are in a better signal service area.**
- All MySafe Personal Hazard Identifications are handed to the person's immediate supervisor and forwarded to the site safety personnel. This allows trends to be identified and communicated back to the crews at toolbox talks.

(Inside cover)