

Last Minute Risk Assessment and Workers Register (TOOLBOX TALK)



Notes: Form must be completed at the worksite by Authorised Person and/or Competent Person responsible for activity and Work team. This will also serve as revalidation of PTW conditions maintained for extension of PTW.

Site: knr

Date: 2025-03-27

Time: 18:59

What task is being performed today?

tsk

I hereby declare that Safety Document No. 12345.....has been shown to all workers registered below for this work.

RISK ASSESSMENT: Use this Hazard Checklist, and PTW, Method Statements and/or Safe Work Procedures to supplement the hazards and risk identification process.

Hazards		New Control measures to address hazards/risk
	Electrical Condition of Apparatus changed. ☒	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghhytt gg hhhyyyy ddfcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgj bnhjjjkk bbvbbvg hhhhh ssseerrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhgghhh jhhghh vfhh
	Proximity(near System touch/step potential) controlled. ☒	
	Barricade /Barriers effective and in place. ☐	
	Isolate,LOTO, Test & Earthas per PTW. ☐	
	Mechanical Isolation /LOTO / Try & Test effective as per PTW. ☒	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghhytt gg hhhyyyy ddfcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgj bnhjjjkk bbvbbvg hhhhh ssseerrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhgghhh jhhghh vfhh
	Draining/ Bleeding/ Venting confirmed. ☐	
	Working from heights Scaffold and Structure stability verified. ☒	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghhytt gg hhhyyyy ddfcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgj bnhjjjkk bbvbbvg hhhhh ssseerrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhgghhh jhhghh vfhh
	Aerial device / Ladders condition verified. ☐	
	Slip, trips & falls Slippery / Uneven surfaces observed. ☒	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghhytt gg hhhyyyy ddfcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgj bnhjjjkk bbvbbvg hhhhh ssseerrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhgghhh jhhghh vfhh
	Trench covers in place. ☐	
	Walkways, excavation identified. ☐	

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	Weather conditions Rain / Wind / Hot / Cold concerns. ☒ Sandstorm High humidity observed. ☐	qqqqwwwwweeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgjj bnhjjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Animals Insects Dogs, Wild animals in vicinity. ☒ Insects (bees / snakes / spiders) observed. ☐	qqqqwwwwweeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgjj bnhjjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Fire Hazards Combustible material removed. ☒ Flammable substances present. ☐ Gases, fumes, smoke present. ☐	qqqqwwwwweeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgjj bnhjjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Pollution ...Ground observed. ☒ ...Water observed. ☐ ...Air observed. ☐	qqqqwwwwweeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgjj bnhjjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Vegetation Tree felling / cutting controlled. ☒ Trees or vegetation posing risk to operations. ☐	qqqqwwwwweeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgjj bnhjjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Occupational Hygiene Noise impact on safe operation. ☒ Lighting impact on safe operation. ☐ Ventilation impact on safe operation. ☐ Hazardous chemical dust impact. ☐	qqqqwwwwweeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggffdd bbhhiijjjhhgggf hghgf bhyhbgvf cgugcf ghh hjhghiggiiv hcufufuff hvuvuvuv jvvvvuvuvu hccuvuuyyygg hjhjhjgjj bnhjjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh

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	Lifting machines Lifting of material controls available. ☒ Lifting Equipment condition checked. ☐ Rigging, Slings planned. ☐	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggfdd bbhhiijjhhgggf hghgf bhyhbgvf cgugcf ghg hjghiggiiv hcufufuff hvuvuvuv jvvuvuvuvu hccuvuvuyyygg hjhhhgjj bnhjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Vehicle & Driver safety Abnormalities with vehicles / machines observed. ☒ Physical / mental state of drivers checked. ☐ Terrain abnormalities observed. ☐	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggfdd bbhhiijjhhgggf hghgf bhyhbgvf cgugcf ghg hjghiggiiv hcufufuff hvuvuvuv jvvuvuvuvu hccuvuvuyyygg hjhhhgjj bnhjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Roadside work Excavations demarcated. ☒ Barricading in place. ☐ Notices & Signs in place. ☐ Traffic control implemented. ☐	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggfdd bbhhiijjhhgggf hghgf bhyhbgvf cgugcf ghg hjghiggiiv hcufufuff hvuvuvuv jvvuvuvuvu hccuvuvuyyygg hjhhhgjj bnhjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Behavior Safety Mental / physical state of members. ☒ Members of public intervention or exposed to work site hazards. ☐	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggfdd bbhhiijjhhgggf hghgf bhyhbgvf cgugcf ghg hjghiggiiv hcufufuff hvuvuvuv jvvuvuvuvu hccuvuvuyyygg hjhhhgjj bnhjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh
	Supervision Level of supervision required for safe execution. ☒	qqqqwwweeeerrrrttt yy. uiuiui opl kjh gfd ggghyytt gg hhhyyy dffcc. gyg hyt hhggfdd bbhhiijjhhgggf hghgf bhyhbgvf cgugcf ghg hjghiggiiv hcufufuff hvuvuvuv jvvuvuvuvu hccuvuvuyyygg hjhhhgjj bnhjjkk bbvbbvg hhhhh ssseerrrtt hhggffh hjghhhh jjhhggh ggfdggh hhgg hhggghh jhhghh vfhh

Overallacid or normal	☒	Pants	☒	Top	☒	Dust coat	☒	Apron	☒	Hard hat	☐
Gumboots	☐	Safetyshoes	☐	Safety glasses	☐	Face shield	☐	Welding helmet	☐	Dust mask	☐
Respirator	☐	Ear protector	☐	Fall Arrest System	☐	Gloves	☐	Operating clothing	☐	Reflective Vest	☐
Voltage rated gloves	☐	Arc Flash suits	☐	Arc rated face shield	☐						

Name: Admin Company No.: RayInternational Signed: 

Sign On / Working			Sign Off / Working		
Name	U/No./ID No.	Signature	Name	U/No./ID No.	Signature
Employee-16	Emp-16		Employee-16	Emp-16	

Name	Admin	Signature	Date	Time
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