



MOTORCYCLE, QUAD-BIKES & SxSUVs



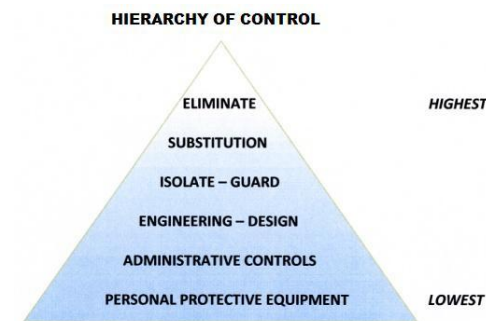
Business Name & Address: _____ **Property Name/PIC:** _____

Audit Team: _____ **Audit Date:** ____/____/____

Description: _____ **Make / Model:** _____ **Asset ID # (if applicable):** _____

RISK CALCULATOR	LIKELIHOOD – The likelihood of the exposure causing injury to a person given the frequency of exposure				
	ALMOST CERTAIN <i>Is expected to occur in most circumstances</i>	LIKELY <i>Will probably occur in most circumstances</i>	POSSIBLE <i>Might occur at sometime</i>	UNLIKELY <i>Could occur at sometime</i>	RARE <i>May occur in exceptional circumstances</i>
CATASTROPHIC <i>Death or permanent disability</i>	EXTREME	EXTREME	EXTREME	EXTREME	HIGH
MAJOR <i>Serious bodily injury</i>	EXTREME	EXTREME	EXTREME	HIGH	HIGH
MODERATE <i>Casualty Treatment</i>	EXTREME	HIGH	HIGH	MODERATE	MODERATE
MINOR <i>First aid only, no lost time</i>	HIGH	HIGH	MODERATE	LOW	LOW
INSIGNIFICANT <i>No injuries</i>	HIGH	MODERATE	LOW	LOW	LOW

RISK CLASS	ACTION REQUIRED
OK or Not Applicable	No Foreseeable Risk - OK for now; Review if any equipment/people/materials/work methods or procedures change. Or this particular inspection item is Not Applicable to this workplace
EXTREME	Extreme Risk - Act Now Do something about these risks immediately. Stop the task until the hazard is controlled and the risk managed.
HIGH	High Risk - Act As Soon As Possible. Do something to manage these risks as soon as possible. Consultant with Management
MODERATE	Moderate Risk - Develop a PLAN to manage these risks / note any suggestions on how the risk might be managed.
LOW	OK for now Review if any equipment/people/materials/work methods or procedures change.



IDENTIFIED HAZARDS		OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
GENERAL PRECAUTIONS and PROCEDURES						
1.	Is an operator’s manual available for each Motorcycles, Quad-Bike or SxSUVs?					
2.	Are operators of Motorcycles, Quad-Bikes and SxSUVs assessed to determine their riding and driving competency for the task to be undertaken?					
3.	Is rider / driver training provided where a risk assessment has identified the need?					
4.	Are operators who are under training, adequately supervised until such times as they are deemed competent to operate the relevant vehicles?					
5.	Are operators instructed to check for pedestrian traffic and children who may be present in the work area?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
6. Are riders of Motorcycles and Quad-Bikes suitably instructed in their safe use around livestock?					
7. Are helmets available for use on all Motorcycles / Quad-Bikes, and is there a policy regarding their use?					
8. Are riders of Motorcycles and Quad-bikes required to wear appropriate clothing and PPE? E.g. Long Sleeve Shirt and Trousers, Boots, Gloves, Eye Protection and an appropriate Helmet with shade (if required).					
9. Is there a documented policy that prohibits children from operating a Quad-Bike unless it is of an appropriate size for the age of the child?					
10. Is there a documented policy regarding maximum speed limits for Motorcycles, Quad-Bikes and SxSUVs on the property?					
11. Is there a documented policy regarding the maximum load capacity of a Quad-Bikes' front and rear carrier?					
12. Are riders of Motorcycles, Quad-Bikes and SxSUVs suitably instructed and deemed competent to operate the vehicle with loads and attachments'?					
13. Is a risk assessment carried out to determine if the loading of the Quad-Bike or SxSUV with spray tanks, tool boxes or other loads that may alter the safe riding characteristics of the machine?					
14. Are Quad-Bikes and SxSUVs that are fitted with chemical application tanks and spray equipment, serviced and washed down after the spray application is complete?					
15. Are chemical spray tanks removed from Quad-Bikes and SxSUVs when the vehicle is not being used for chemical application?					
16. Is there a known policy "that operators of Motorcycles, Quad-Bikes and SxSUVs are aware of the road or terrain conditions over which they are going to travel before they commence the task"?					
17. Is there a known policy that requires persons operating these vehicles (particularly in remote areas) to inform their supervisor or other responsible persons of their intended activities and to report arrival or task completion times?					
18. Is there a known policy of remaining with the vehicle (particularly in remote areas) in the event of breakdown or if the vehicle becomes bogged or otherwise prevented from reaching its destination?					
OPERATIONAL CHECKS					
19. Is routine servicing and pre-operational checks undertaken on all Motorcycles / Quad-Bikes and SxSUVs? Daily pre-operational checks of vehicles should include:					
a) Radiator water level (water cooled engines)					
b) Engine oil level					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
c) Fuel level (Fuel tap not on Reserve)					
d) Correct tyre inflation and damage assessment					
e) Spare tyre checked and inflated (SxSUVs)					
f) Wheel jack and tyre spanners carried (SxSUVs)					
g) Brakes – Operational functions, damaged lines; worn pads and drums check for leaks.					
h) Windscreen clean (SxSUVs)					
i) Tools kit is checked and carried on or in the vehicle					
j) UHF radio is serviceable (if fitted)					
k) Damaged, broken or missing guards					
l) First-Aid Kits checked and carried on or in the vehicle					
m) Potable drinking water carried if required (Camel Pak)					
OPERATIONAL POLICY - GENERAL					
20. Is there a zero alcohol policy in place for persons operating Motorcycles, Quad-Bikes and SxSUVs in the workplace?					
21. Are persons, who may be taking prescription medications required to inform their supervisor if they are required to operate machinery or vehicles?					
22. Has a risk assessment been undertaken to determine if a higher order control measure, such as the fitment of a ROPS, been considered?					
23. Are vehicles serviced on a regular basis with a particular emphasis on the main safety components; including tyres, steering and brakes?					
24. When maintenance is being performed, is there a tag-out system to prevent the inadvertent operation of the equipment by another person?					
25. Are regular reviews of vehicle safe operating procedures conducted in consultation with operators and other workers?					
26. Are vehicle operations discussed at regular safety meetings?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
ADDITIONAL HAZARDS					
27.					
28.					
29.					
30.					
31.					
32.					
33.					
34.					
35.					

RISK ASSESSMENT AND MANAGEMENT RECORD

HIERARCHY OF CONTROLS PLANNED OR IMPLEMENTED

Item #	Date	Identified Hazard	Assessed Risk Level	Control 1 Eliminate	Control 2 Substitute	Control 3 Isolate or Guard	Control 4 Redesign or Engineering	Control 5 Administration	Control 6 PPE

IMPLEMENTATION AND CONTROL SHEET						
Item #	RISK MANAGEMENT ACTION REQUIRED	Responsible Person	Cost \$	Target Date	Date Actioned	Revised Risk Level after Action