WHS DOCUMENTS & TEMPLATES

DOC-AUD-FHC · Falls in Housing Construction Code of Practice Audit Tool

Product Overview

For: Builders, principal contractors, trade contractors and WHS advisers in residential construction in the harmonised WHS jurisdictions who check how fall risks are managed on house sites

Version 1.0 · 15 November 2026

SAMPLE

An audit tool for the code of practice Managing the risk of falls in housing construction: 37 audit questions, chapter by chapter, each with the code reference and the evidence to look for, scored automatically in Excel, with a dashboard, a corrective action register, a field checklist and a report template.

The housing construction falls code of practice explains how builders and trades manage the risk of falls when building houses: the duties, the risk management process, work on the ground or a solid construction, scaffolds and guardrails, work positioning and fall arrest, administrative controls, ladders, and safe methods for floors, framing, trusses, battens and roofing. This tool turns what the code expects into 37 plain-English audit questions, in the code's own chapter order, each with its chapter and section number and the documents, observations and interviews that would show it is in place.

Rate each question Compliant, Partly, Not compliant or N/A. The workbook scores each chapter and the whole audit automatically, leaving out anything not applicable, draws a dashboard, and gathers every gap into a corrective action register. The field checklist carries the same questions on paper, and the report template turns the results into a short report with sign-off.

It is written once for the harmonised WHS jurisdictions and audits Western Australia's edition of March 2026. A short table shows which edition applies in each of NSW, Queensland, Western Australia, South Australia, Tasmania, the ACT, the Northern Territory and Comcare. Victoria has its own compliance codes. Made by Orana Skills Centre.

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How to Use This Audit Tool

Falls in Housing Construction Code of Practice Audit Tool

What this tool audits

The housing construction falls code of practice explains how builders and trades manage the risk of falls when building houses: the duties, the risk management process, work on the ground or a solid construction, scaffolds and guardrails, work positioning and fall arrest, administrative controls, ladders, and safe methods for floors, framing, trusses, battens and roofing. This tool audits Western Australia's approved Code of practice: Managing the risk of falls in housing construction (March 2026), the newest edition read for this tool whose licence allows commercial use. It follows the national model code; the questions keep to what all jurisdictions share, and the jurisdiction differences show what Western Australia added and the edition that applies elsewhere.

The tool has 37 audit questions in 10 chapters. Each gives the chapter and section it comes from, so you can read the code itself, and the evidence that would show it is in place.

File	What it is for
Audit Workbook (Excel)	The main tool: audit details, the checklist with ratings and actions, the dashboard of scores, and the corrective action register
Field Audit Checklist (Word, PDF)	The same questions on paper, for the walk-through
Audit Report Template (Word, PDF)	The report to the people who must act on the findings

When to use it

- On a schedule: at least once a year where the code's hazards are present, and more often where the risks are high or the work changes often
- Before an external audit, an inspection or a tender that asks how you manage these risks
- After an incident, a near miss or a complaint that points to a gap
- After a change: new work, plant, premises, people or contractors
- To check that the actions from the last audit were done and are working

Who should audit

- Someone who knows the code and the work, and has the time to do it properly
- Someone who is not auditing their own work. In a small business, a manager from another area or an outside adviser can do it
- With the people who do the work: involve health and safety representatives, and talk to workers on every shift audited
- With the authority to see the records and the workplace, and to report to someone who can act

How to rate

Rating	Use it when
Compliant	What the code expects is in place, it is working, and you saw evidence of it: a record, the thing itself, or consistent answers from the people doing the work.
Partly	Some of it is in place, or it is in place but not working well, not followed everywhere, or not evidenced. Raise an action.

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Field Audit Checklist

Falls in Housing Construction Code of Practice Audit Tool

Site		Auditor	
Date		Scope	

How to use it

- Take this checklist on the walk-through. Look for the evidence, tick a rating and note what you saw. Then enter the results in the Audit Workbook, which scores them.
- C: Compliant (in place, working, evidenced). P: Partly. NC: Not compliant. N/A: does not apply here (say why). Raise an action for every P and NC.
- Ref is the chapter and section of the code of practice Managing the risk of falls in housing construction (Western Australia's edition of March 2026).

No.	Ref	Audit question	Evidence to look for	Rating	Notes
1 Duties, consultation and training					
1	1.1	Does the business manage the risk of falls on its house sites, with work done on the ground or on a solid construction where reasonably practicable, and do officers make sure it has processes to do so?	Document: The site falls risk register, reports to officers. Ask: An officer, the site supervisor.	☐ C ☐ P ☐ NC ☐ N/A	
2	1.1	Do designers, scaffold and plant suppliers and other duty holders give the builder the information needed to manage fall risks?	Document: Design information, supplier instructions.	☐ C ☐ P ☐ NC ☐ N/A	
3	1.2	Are workers consulted on fall hazards and controls, and do the builder and trades on site consult, cooperate and coordinate on edge protection, scaffolds and the order of work?	Document: Consultation and coordination records, toolbox talks. Ask: Workers, trade contractors.	☐ C ☐ P ☐ NC ☐ N/A	
4	1.3	Are workers given suitable information, training and instruction for the fall risks and controls of their tasks, by a competent person, in a form they understand, and supervised?	Document: Training and induction records. Ask: Workers, supervisors.	☐ C ☐ P ☐ NC ☐ N/A	
2 The risk management process					
5	2.2	Have all locations and tasks on the site with a risk of a fall been identified, such as unprotected edges, openings, stairwells, voids, roofs and work from ladders?	Document: The falls hazard list. Observe: Walk the site for unlisted fall hazards.	☐ C ☐ P ☐ NC ☐ N/A	
6	2.3	Is each fall risk assessed, considering the height, the surface below, the task, the weather and the people doing it, and is a generic assessment checked against each site?	Document: Falls risk assessments, site-specific reviews.	☐ C ☐ P ☐ NC ☐ N/A	
7	2.4	Are fall risks controlled in the order the code sets out: work on the ground or a solid construction, then fall prevention devices, then work positioning, then fall arrest, with ladders and administrative controls last?	Document: Risk assessments showing the order of controls. Observe: Controls in use.	☐ C ☐ P ☐ NC ☐ N/A	

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END OF THE FREE SAMPLE

This sample shows a few pages, so you can judge the layout and the quality. An audit tool for the code of practice Managing the risk of falls in housing construction: 37 audit questions, chapter by chapter, each with the code reference and the evidence to look for, scored automatically in Excel, with a dashboard, a corrective action register, a field checklist and a report template.

What the full product contains

- **Excel audit workbook: 37 audit questions in 10 chapters, each with its code reference and the evidence to look for, automatic scores, a dashboard and a corrective action register**
  02_AUDIT_TOOL/Audit Workbook.xlsx
- **Field audit checklist with the same questions, to print and carry on the walk-through**
  02_AUDIT_TOOL/Field Audit Checklist.docx and .pdf
- **Audit report template: executive summary, scope and method, overall and chapter scores, key findings, actions and sign-off**
  03_AUDIT_REPORT/Audit Report Template.docx and .pdf
- **How to use this audit tool: when to audit, who should audit, how to rate and evidence, and how to follow up, with the differences between jurisdictions**
  01_START_HERE/How to Use This Audit Tool.pdf
- **Read Me First, Product Overview, Permitted Use Terms and Version Information**
  01_START_HERE/ (PDF)

Formats

- Excel (.xlsx), editable, with dropdowns and formulas (no macros)
- Word (.docx), editable, with your logo and business name in the header
- PDF copies, for printing blank
- Delivered as a single ZIP download

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