



STACKING AND STORAGE

RA NO

DATE

H.T.I Score	6	Low Risk-Regular Monitoring
Contract		
Persons involved in RA	Name	Signatures
Foreman		
Second Foreman		
Safety Officer		
Representative		

Documentation Required	Training Required	PPE and Safety Equipment Required
OHS Act and Construction Regulations	General induction - all employees	Long Trousers
Appointment 6(1)	Toolbox talks	Safety Footwear
Appointment Stacking and Storage Supt	First Aider	Dust Masks
Stacking and Storage Register registers		Eye Protection
		Gloves

Activity Steps	Hazards and Risks	Preventative Measures	Rating
1	Stacking and storing of material	Material stacked on uneven ground may cause injuries and disability.	8
		Material to be stacked on firm and level ground. Stacking to be supervised by a competent supervisor.	
		Insufficient storage area may cause poor housekeeping resulting in injuries and equipment damage.	5
		Adequate storage area to be provided	
		Storage area not demarcated may cause injuries and disability.	5
		All storage areas to be demarcated	
		Poor house keeping may cause injuries and disability.	5
		Storage area to be kept neat and under control.	
		Odd size articles may cause instability of stacks and may collapse.	8
		Articles making up on tier all to be the same size shape and mass.	
		Pallets and containers in poor condition may cause materials to collapse	8
		All pallets, containers and support structures must be structurally sound.	

		Unstable stack may cause collapse and result in injuries and disability	All unstable stacks to be dismantled and stacked over.	8
		Walkways obstructed may lead to tripping hazards, injuries and disability.	All walkways to be clear of obstructions.	5
		Employee being injured while tripping over materials may cause injuries and disability.	Good housekeeping standards to be maintained at all times	5