

## SAFE WORK METHOD STATEMENT

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Company Name:	DASASH HOLDINGS.	Project Name/No:	ALL
Work Activity / Task:	Removal of ceiling dust that may contain lead	Principal Contractor:	Cape Cod Australia Pty Ltd
Prepared by:	SHANE PATRICK	Date:	4-2-2014
Signature:	<i>Shane Patrick</i>	Note:	Sign off to be provided at Tool Box talk

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
1	Access to site	<ul style="list-style-type: none"> <li>Slips, trips, falls.</li> <li>UV / weather exposure</li> </ul>	<ul style="list-style-type: none"> <li>Site specific induction.</li> <li>All workers to read the Construction Safety Plan signage and Risk Assessment form before entering site.</li> <li>Tool box talk to highlight any OHS concerns.</li> <li>Ensure site access is unobstructed.</li> <li>Ensure all weather access to work areas.</li> <li>Provision of designated waste areas.</li> <li>Storage of materials in designated areas.</li> <li>Regular site clean ups.</li> </ul>	CAPE COD SHANE SHANE SHANE SHANE CAPE COD SHANE CAPE COD
2	Unloading plant and equipment	<ul style="list-style-type: none"> <li>Manual handling injuries</li> <li>Slips, trips and</li> </ul>	<ul style="list-style-type: none"> <li>Team lifting and carrying.</li> <li>Training of employees in correct lifting methods.</li> </ul>	SHANE SHANE

Reviewed by: Gary Klomp  
Principal Contractor's Representative

Construction Manager  
Position

E. Latham as per GR  
Signature

18/2/14  
Date

# SAFE WORK METHOD STATEMENT [cont.]

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
		falls.	<ul style="list-style-type: none"> <li>• Unload and move the equipment to designated area to keep footpath / work place access clear.</li> </ul>	SHANE
3	Setting up equipment	<ul style="list-style-type: none"> <li>• Manual handling injuries.</li> <li>• Slips, trips and falls.</li> </ul>	<ul style="list-style-type: none"> <li>• Set up in a clear area and maintain a clear travel path.</li> <li>• Training of employees in setting up of electrical leads and equipment.</li> <li>• Ensure proper use of all safety guards provided to plant and equipment.</li> <li>• Ensure all electrical leads, plant and equipment have current tagging.</li> <li>• Ensure electrical equipment is attached to an earth leakage protection device.</li> </ul>	SHANE
4	Removal of ceiling dust	<ul style="list-style-type: none"> <li>• Slips, trips and falls.</li> <li>• Fall from height.</li> <li>• Hazardous materials.</li> <li>• Identification of services.</li> <li>• Electrocution.</li> <li>• Falling objects.</li> <li>• Exposure to dust.</li> <li>• Exposure to noise.</li> <li>• Manual handling.</li> <li>• Cuts and abrasions.</li> <li>• Proximity of other trades.</li> </ul>	<ul style="list-style-type: none"> <li>• Assess site conditions and conduct a Risk Assessment before commencing.</li> <li>• Training of employees in safe working at heights and in confined roof spaces.</li> <li>• Provide "Restricted Access" warning signage and establish a "No access area" by barricading to prevent access of anyone not connected with the removal activity into the work area.</li> <li>• Training workers in the safe use of access ladders.</li> <li>• Identify the location of the electrical service and that the electrical service has been isolated or safely recommissioned before commencing work.</li> <li>• Ensure that adequate lighting and ventilation is available.</li> </ul>	SHANE  SHANE  CAPE & COD SHANE  SHANE  SHANE  SHANE

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			<ul style="list-style-type: none"> <li>All workers are to wear appropriate PPE including disposable coveralls and an approved respirator in accordance with the requirements of AS/NZS1716 – <i>Respiratory Protection devices</i> and AS/NZS1715- <i>Selection, use and maintenance of respiratory protective devices</i>. Eye protection, complying with AS/NZS1336 and AS/NZS1337 whenever full face respirators are not used.</li> <li>The property Owner [Client] is to be advised to clear or cover personal effects in adjoining living spaces as much is practical.</li> <li>Any openings between living areas are to be sealed and the ceiling void prior to the commencement of any work to prevent dust entering the retained living area.</li> <li>Use approved vacuum cleaning equipment that complies with AS/NZS 3544 – <i>Industrial vacuum cleaners for particulates hazardous to health</i>, to prevent the release of lead containing dust while it is being removed. <b>Do not use</b> household vacuum cleaners.</li> <li>Dispose of collected dust in approved plastic bags which are clearly labelled.</li> <li>Regularly monitor for air borne dust when removal work is being undertaken.</li> </ul>	<p>SHANE</p> <p>CARL COO</p> <p>SHANE</p> <p>CARL COO</p> <p>CARL COO</p> <p>SHANE</p>

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			<ul style="list-style-type: none"> <li>All ceiling dust containing lead or other contaminants is to be disposed of in a manner, and at as site, approved by the NSW Department of Environment and Climate Change [DECC] appropriate disposal Authority or Local Council.</li> <li>Training of employees in safe removal, handling of and working with contaminated dust and hazardous fibres.</li> </ul>	<p>CHART COD</p> <p>CHART COD ← SHAWN</p>

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