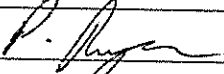


SAFE WORK METHOD STATEMENT

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Company [PCBU]:	New Coat Painting	Project Name/No:	All Jobs
Work Activity / Task:	PAINTER & DECORATOR	Principal Contractor:	Cape Cod Australia Pty Ltd
Prepared by:	Patrick Ryan	Date:	15/9/14
Signature:		Note: Sign off to be provided at Tool Box talk	

Note: Review of Control Measures

If there are any tasks that may be included by way of variation to the plans or an alternative approach to the set task. It is a requirement to carry out a specific Risk Assessment for the tasks.

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
1	Access to site	<ul style="list-style-type: none"> Slips, trips, falls and accessibility. UV / weather exposure. 	<ul style="list-style-type: none"> Site specific induction. All "workers" to read the General Construction Safety Plan signage and Risk Assessment form before entering site. Tool box talk to highlight any WHS concerns relative to the site. Ensure that the site and work place access is unobstructed. Ensure all weather access to work areas. Provision of designated waste areas. Storage of materials in designated areas. Regular site clean ups. 	B C C B/C B NEW COAT PAINTING P. Ryan
2	Unloading of equipment and materials	<ul style="list-style-type: none"> Manual handling injuries Slips, trips and falls. 	<ul style="list-style-type: none"> Team lifting and carrying. Training of employees in correct lifting and carrying methods. Unload and move the equipment and materials to a designated area to keep footpath / work place access clear. 	NEW COAT PAINTING C P. Ryan
3	Setting up equipment	<ul style="list-style-type: none"> Manual handling injuries 	<ul style="list-style-type: none"> Set up in a clear area and maintain a clear travel path. Training of "workers" in the 	NEW COAT PAINTING P. Ryan C

Reviewed by: Gary Klomp
Principal Contractor's Representative

Construction Manager
Position


Signature

17/10/2014
Date

SAFE WORK METHOD STATEMENT [cont.]

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
		<ul style="list-style-type: none"> Slips, trips and falls. 	<ul style="list-style-type: none"> setting up of ladders / trestles, electrical leads and power tools. Ensure the proper use of all safety guards provided. Ensure that all power tools and electrical leads have current tagging. Ensure that power tools are attached to a residual current device [RCD]. 	NEW COAT PAINTING C C C P. By
4	Painting - external	<ul style="list-style-type: none"> Slips, trips, falls and accessibility. UV / weather exposure. Electrocution. Fall from height. Hazardous substances. Exposure to dust / fumes. Manual handling. Proximity of other "workers". Public access. 	<ul style="list-style-type: none"> Assess the site conditions including the weather and conduct a Risk Assessment before commencing. Identify that the electrical service has been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing. Establish a "No access area" below overhead work areas by barricading to prevent access to the area of work. Ensure that guard rails to the ramp are in place and surface of the ramp is clean before commencing. Ensure that scaffolding is safe and erected by a qualified Scaffolder before commencing. Ensure that perimeter protection is in place [scaffolding and edge protection / working platform / toe boards] before commencing. Ensure that the edge protection to the roof surface [roof rail] and 	NEW COAT PAINTING B B B/C B/C B B P. By B

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Principal Contractor's Representative

Construction Manager
Position


Signature

17/09/2014
Date

 15/9/14

SAFE WORK METHOD STATEMENT [cont.]

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			level work platforms are in place before commencing work from roof surface.	NEWCAST PAINTING
			• Training of "workers" in safe working at heights, from roof surfaces and balconies.	C
			• Training of "workers" in safe use of plant and equipment.	C
			• Training of "workers" in safe working from step and extension ladders including workers to face ladder when climbing up and down.	C
			• Check suitability of the ladder / trestle for purpose before use.	C
			• Check the ladder / trestle for damage / defect before use.	C
			• Check that the ladder / trestle is stable and is secured at the base and top before use.	C
			• Limit the use of ladders as work platforms.	C
			• Training of "workers" in correct lifting and carrying methods.	C
			• Ensure that the correct lifting and carrying techniques are used at all times.	C
			• Rotate "workers" and vary tasks performed.	C
			• Provide MSDS for hazardous substances – paint / thinners / solvents.	B
			• Training of "workers" in the safe handling / mixing and use of paints and stains.	C
			• Wear appropriated PPE - hat, long sleeves, sun screen,	C.P. Ryan

Reviewed by: Gary Klomp
Principal Contractor's Representative

Construction Manager
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Signature

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SAFE WORK METHOD STATEMENT [cont.]

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			sunglasses and fluids and reduce exposure where possible. • Use appropriate PPE – safety glasses, footwear, dust / fume protection [disposable], gloves. • Storage of materials in designated areas. • Maintain a clean and tidy work area.	NEW COAT PAINTING C C P. Ryan C
5	Painting - internal	• Slips, trips, falls and accessibility • Fall from height • Hazardous substances • Exposure to dust / fumes • Manual handling • Proximity of other "workers".	• Assess the site conditions and conduct a Risk Assessment before commencing. • Training of "workers" in safe working at heights including over internal stairwells. • Training of "workers" in correct lifting and carrying methods. • Ensure that the correct lifting and carrying techniques are used at all times. • Rotate "workers" and vary tasks performed. • Provide MSDS for hazardous substances – paint / thinners / solvents. • Training of "workers" in the safe handling / mixing and use of paints and stains • Use appropriate PPE – safety glasses, footwear, dust / fume protection [disposable], gloves. • Ensure that adequate lighting and ventilation is available. • Training of "workers" in safe working from step and extension ladders including workers to face	NEW COAT B PAINTING C C C C B C C B/C P. Ryan C

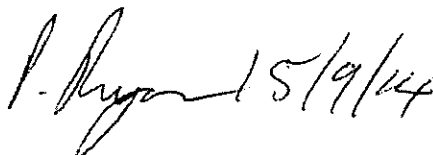
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Construction Manager

Position


Signature

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Date


15/9/14

SAFE WORK METHOD STATEMENT [cont.]

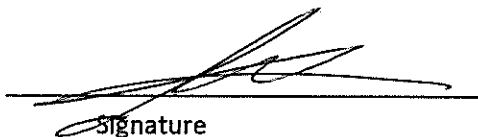
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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			ladder when climbing up and down. <ul style="list-style-type: none"> • Check suitability of the ladder / trestle for purpose before use. • Check the ladder / trestle for damage / defects before use. • Check that the ladder / trestle is stable and secured at base and top before use. • Limit the use of ladders as work platforms. • Training of "workers" in the safe use of plant and equipment. • Storage of materials in designated and well ventilated areas. • Maintain a clean and tidy work area. 	NEW COAT PAINTING C C C C C C C C C

Reviewed by:

Gary Klomp

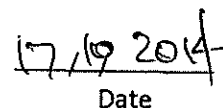
Principal Contractor's Representative



Signature

Construction Manager

Position



Date

