

Date:		New	✓	Revised		Page	
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**TRADE: GLAZIER/ SHOWER SCREEN INSTALLER**

<b>Job No:</b>	<b>7722/15</b>	<b>Client:</b>	<b>LE &amp; DIEP</b>
<b>Address:</b>	<b>95 Dawn Street, Greystanes NSW 2145</b>	<b>Supervisor:</b>	<b>Shane Denny</b>

<b>Key:</b>	"1" action now	"2" action ASAP	"3" action ASAP
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**Note 1:** Refer to the general Safety Plan and Safe Work Method Statement.

**Note 2:** Safe work procedures shall be implemented for the supply and use of a *hazardous chemical / substance/s* on site that complies with the *current material safety data sheet* recommendations and also complies with the requirements of WHS Regulation 2011 Chapter 3 - Part 3.2

**Note 3:** All *manual tasks* are to comply with the requirements of Safe Work Australia – National Code of Practice for Manual Handling 2009 [or as amended] and /or WorkCover NSW Code of Practice - Hazardous manual tasks

**Note 4:** Management of the risk of fall from one level to another must comply with Part 3.1 and the requirements of Part 4.4 Falls Clauses 78-80 of WHS Regulation 2011

**Note 5:** 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 task or tasks.*

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Access to site / work areas - Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		3	Identify the risks and plan the tasks in consultation with the 'workers'  Assess travel path and distance to work area  Ensure unobstructed all weather access to site and work areas.  Unload and move equipment and materials to designated area to keep footpath / work place access clear	Site Supervisor / all 'workers'	
Stored materials - Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to work area.  Provide and maintain barricades to isolate material and to restrict access. Provide designated waste areas	Site Supervisor / all 'workers'	
Manual tasks	Muscle strain - back injuries and cuts		✓			✓		2	Identify the risks and plan the tasks in consultation with the 'workers' Use task specific trained	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
	Over exertion or repetitive movements								'workers' and team lifting. Rotate 'workers' and vary tasks		
Exposure to noise Plant / equipment	Hearing damage		✓			✓		2	Isolate plant and equipment. Use appropriate PPE	All 'workers'	
Carry glazed screen assemblies and tools up stairs  Slips, trips, falls and accessibility -  Manual tasks	Slips, trips and falls on stairs.  Back injuries - muscle strain / sprain		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers' Assess travel path and distance to work area  Ensure unobstructed access to work area  Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks  Limit the size of each load to easily manageable size. SWMS	Contractor / all 'workers'	
Installation of glazed doors and panels -  Slips, trips, falls and accessibility -  Manual tasks	Inadequate lighting.  Back injuries - muscle strain / sprain		✓			✓		1	Identify the risks and plan the tasks in consultation with the 'workers' Provide suitable lighting.  Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks	Contractor / all 'workers'	
Use of flexible sealants -  Hazardous chemicals -  Biological	Inhalation of fumes - respiratory problems.  Eye and skin irritations/ allergies	✓			✓			3	Identify the risks / hazards and plan the task in consultation with the 'workers'  Avoid contact with skin and eyes.  Monitor air quality for chemical vapours  Use task specific trained 'workers'.  Use appropriate PPE. Provide SDS.	Contractor / all 'workers'	
Use of electrical powered / battery operated tools -  Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological - Plant / equipment	Electric shock or electrocution  Hearing loss  Inhalation of dust - respiratory problems.  Eye and skin irritations / allergies -		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers'  Protect power lead from damage - sharp edges / vehicular traffic  Use stands and hooks for leads in trafficable areas Guards to power tools fully operational.	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
	Sight damage								Monitor for airborne dust/fibres  Adequate ventilation and lighting  Use of appropriate PPE.  Use task specific trained 'workers'.		
Site clean up on completion of work  Manual tasks  Exposure to dust -  Hazardous chemicals  Biological -	Inhalation of dust - respiratory problems.  Eye and skin irritations / allergies  Personal injuries - cuts and abrasions.		✓			✓		3	Place all associated installation waste and rubbish in the designated waste area /skip bin  Leave site / work area in a clean and tidy condition  Remove any temporary barricades if no longer required	Contractor / all 'workers'	

I / We have consulted with Cape Cod Australia Pty. Limited and have mutually agreed on the above procedures. This risk assessment provides details on how I / we will manage my / our work on this Cape Cod Australia Pty. Limited work site.

Company  
Name:

Signed by:



for and on behalf of:

Cape Cod Australia Pty. Limited

Signed by:

ABN: 54 000 605 407

(Contractor PCBU)

Builder's Licence No.: 5519

ABN:

Address:

Phone:

Email: