

Date:		New	✓	Revised		Page	
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**TRADE: HOUSE CLEANER**

<b>Job No:</b>	<b>7671/15</b>	<b>Client:</b>	<b>BLACKWELL &amp; STOPPA - BLACKWELL</b>
<b>Address:</b>	2 Lynbrae Avenue, Beecroft NSW	<b>Supervisor:</b>	Matt Saunders

<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	Assess travel path and distance to work area  Ensure unobstructed access to site and work areas.	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 areas  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 Over exertion or repetitive movements		✓			✓		2	Identify the risks and plan the tasks in consultation with the 'workers'  Use task specific trained 'workers' and team lifting.  Rotate 'workers' and vary tasks	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Exposure to dust/ chemical vapours Hazardous chemical - Biological -	Dust and chemical vapour inhalation / skin and eye allergies/ irritations.  Respiratory problems		✓			✓		2	Use appropriate PPE - disposable dust / chemical vapour protection.	Contractor / all 'workers'	
Exposure to UV light / weather -  UV light - glare  Extreme temperatures	Skin cancer / sun burn -  Dehydration - heat stroke or fatigue  Sight damage		✓			✓		2	Reduce exposure where possible.  Monitor 'workers' condition  Adequate fluid intake  Use appropriate sun screen. Wear appropriate PPE.	Contractor / all 'workers'	
Contact with o/head electrical services / point of attachment - Power lines not isolated, covered or enclosed - Working to close to electrical supply - Strong winds causing power lines to swing close to work area - Wet conditions making 'tiger tails' ineffective	Electric shock or electrocution		✓			✓		3	Identify that the electrical service is isolated prior to work commencing.  Provide 'tiger tails' [insulation] - adequately boxed adjacent to scaffold - extended an appropriate distance past the boundary	Licensed Electrical Contractor or Approved person  Site Supervisor  Contractor / all 'workers'	
Use of electrical power cleaning plant and equipment -  Electricity - Exposure to noise -	Electrical shock or electrocution  Hearing loss  Sight damage		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers'  RCD installed on mains supply / portable generator  Protect power lead from damage - sharp edges / vehicular traffic  Use stands and hooks for leads in trafficable areas  Guards to plant and equipment fully operational.  Use task specific trained 'workers' in the operation of the plant and equipment.  Use of appropriate PPE.	Contractor/ all 'workers'	
Carrying materials / equipment to	Slips, trips and falls		✓			✓		2	Identify the risks and plan the tasks in consultation with the	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
ground floor work areas -  Slips, trips, falls and accessibility -  Manual tasks	Back injuries - muscle strain / sprain								'workers'  Use task specific trained 'workers' and team lifting.  Rotate 'workers' and vary tasks SWMS		
Carrying material / equipment up stairs -  Slips, trips, falls and accessibility -  Manual tasks	Slips, trips and falls  Back injuries - muscle strain / sprain		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers' Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks SWMS	Contractor / all 'workers'	
Working at height - cleaning upper floor windows -  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Wind and or wet conditions -  Pitch of roof and type of roofing material -  Gravity - overbalancing  Manual task	Slips, trips and falls from work platforms -  Fractures, bruises lacerations and personal injuries		✓			✓		3	Identify the risks and plan the tasks in consultation with the 'workers'  Scaffold as working platform - work platform complete, dry and clean  Perimeter and edge protection when working from roof surface.  Use safety harness and trained 'workers' - use task specific trained 'workers'  Use task specific trained 'workers' in safe working at heights.  Wear appropriate footwear.	Site Supervisor / Contractor / all 'workers'	
Work from step / extension ladder -  Slips, trips, falls and accessibility -  Windy and or wet conditions -  Gravity - overbalancing	Fall from ladder.		✓		✓			2	Identify the risks and plan the task in consultation with the 'workers' Use scaffold as a working platform. Ensure ladders are at 4:1 slope. Secure ladder at base and top. Ensure 'workers' face the ladder when climbing up and down ladder. Provide and maintain barricades to restrict access to work area.	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
									Limit the use of ladders		
Cleaning chemicals - Hazardous chemicals - Biological	Inhalation of fumes - respiratory problems.  Eye and skin irritations/ allergies		✓			✓		2	Identify the risks / hazards and plan the task in consultation with the 'workers' Consider the use alternative products. Containers clearly labelled. Provide SDS Use appropriate PPE	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:

Fax:

Email: