



SITE SPECIFIC Risk Assessment

Date:		New	✓	Revised		Page	
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TRADE: CARPENTER

Job No:	7563/14	Client:	KEOGH
Address:	68 King Street, Eastlakes NSW 2018	Supervisor:	David Wahba

Key:	"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 material data sheet recommendations and also complies with the requirements of WHS Regulation 2011 Chapter 3 - Part 3.2

Note 3: all *manual tasks* to comply with the requirements of Safe Work Australia – National Code of Practice for Manual Handling 2009 or WorkCover NSW Code of Practice - Hazardous manual tasks

Note 4: 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.*

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	Assess travel path and distance to work area Use mechanical assistance where practicable - provide training in the use of the equipment Identify the risks and plan the	Contractor / all 'workers'	

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									<p>task in consultation with the 'workers'</p> <p>Ensure one person is appointed to plan and take charge of the task</p> <p>Plan the task in stages - e.g. ensure grip is secure - lift to waist height - place support under load - team 'workers' to re-group then lift load into position</p> <p>Use trained 'workers' and team lifting - rotate 'workers' and vary tasks.</p> <p>Ensure enough space is available for the team 'workers' to safely manoeuvre as a group.</p> <p>Where possible, use team 'workers' of a similar height and capability</p> <p>Provide additional team 'workers' to assist that are proportional to the weight and difficulty of the task</p> <p>Ensure load is shared evenly</p> <p>Ensure team 'workers' know their responsibility during the lift –</p> <p>On sloping sites, ensure safe footing is provided</p>		
Exposure to noise Plant / equipment	Hearing damage		✓			✓		2	<p>Isolate plant and equipment</p> <p>Use appropriate PPE</p>	All 'workers'	
Exposure to UV light / weather - UV light - glare Extreme temperatures	<p>Skin cancer / sun burn -</p> <p>Dehydration - heat stroke or fatigue</p> <p>Sight damage</p>		✓			✓		2	<p>Reduce exposure where possible.</p> <p>Monitor 'workers' condition</p> <p>Adequate fluid intake</p> <p>Use appropriate sun screen.</p> <p>Wear appropriate PPE.</p>	Contractor / all 'workers'	
Contact with o/head electrical services / point of attachment - Power lines not	Electric shock or electrocution		✓			✓		3	<p>Identify that the electrical supply is isolated prior to work commencing.</p> <p>Provide 'tiger tails' [insulation] - adequately boxed adjacent to scaffold -</p>	Licensed Electrical Contractor or Approved person	

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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									extended an appropriate distance past the boundary	Site Supervisor Contractor / all 'workers'	
Protection of other 'workers' and the public - Slips, trips, falls and accessibility - Access ways not clearly defined - Hazardous chemicals - Biological	Slips, trips and falls Wind- borne dust / fibres Struck by falling objects		✓			✓		2	Provide barricades to materials stored on footpath Provide and maintain barricades to isolate and to restrict access to work areas. Use of shade cloth around work area. Wet down dust. Provide "Spotter" to stop others entering work area	Site Supervisor Contractor / all 'workers'	
Working at height - [over 3m] Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old roofing material or skylight/s - brittle Increased traffic on roof surface - walking in the middle of battens - Gravity - overbalancing Windy and or wet conditions	Fall from roof edge/ work platform/ through roof or roof framing Fractures, bruises lacerations and personal injuries		✓		✓			1	Assess travel path to work area Ensure unobstructed access to work areas. Provide guardrails, perimeter edge protection / catch scaffold. Scaffold / work platform to outer perimeter. Use trained / experienced 'workers'. SWMS	Site Supervisor Contractor / all 'workers'	
Location of services - Electricity - insulation to old wiring frayed or	Electric shock or electrocution Gas service - explosion Inhalation and		✓		✓			3	Isolate / relocate electrical supply / wiring. RCD installed on mains supply / portable generator	Site Supervisor / all 'workers'	

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brittle [conduit] or easily damaged - water pipe electrified Gas - Hazardous chemical Biological	exposure to hazardous chemicals.								Isolate / relocate gas supply		
Stripping existing roof covering and frame - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Increased traffic on roof surface - walking in the middle of battens - Windy and or wet conditions - Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Electricity	Slips, trips and falls from work platform. Fractures, bruises lacerations and personal injuries / cuts and abrasions. Struck by falling object. Exposure to ceiling dust and insulation fibres - respiratory problems. Electric shock or electrocution		✓			✓		2	Conduct hazardous chemical assessment prior to work commencement of works. Adequate consultation with relevant "workers" Appropriate removal procedures to contain dust / fibres. Provide debris chute. Controlled lowering of roofing sheets or tiles Provide barricade to restrict access to the work area. Provide "Spotter" to stop others entering work area Don't stack materials on roof or on scaffold. Use trained 'workers.- ensure 'workers' know their responsibility during the work process Don't remove metal roof sheeting on windy days. Use of appropriate PPE	Contractor / all 'workers'	
Removal of fibre-cement [FC] roof eave soffit and wall cladding - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Roofing material or	Inhalation and exposure to FC fibres / dust - respiratory problems Slips, trips and falls from work platform / through frame Fractures, bruises lacerations and personal injuries Exposure to		✓			✓		3	Assess travel path and distance to work area Ensure unobstructed access to work areas. Conduct hazardous chemical assessment prior to work commencement of works. Adequate consultation with relevant "workers" Appropriate removal procedures to contain dust / fibres.	Site Supervisor Contractor / all 'workers'	

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skylight/s - brittle Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Proximity to other 'workers' and public	ceiling dust - eye and skin irritations - respiratory problems.								Use trained experienced 'workers'. Appropriate warning signage and barricades to restrict access into the work area. Remove sheets with minimal breakage Wet down to minimise dust / fibre release. Seal residues of ACM that cannot be removed from timber framed members Wrap all material in heavy duty plastic sheeting and seal. Regularly monitor airborne dust/ fibres Use appropriate PPE SWMS		
Removal of insulation - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy conditions - Gravity - overbalancing Hazardous chemicals - Biological -	Slips, trips and falls from work platform / through ceiling frame Fractures, bruises lacerations and personal injuries Inhalation and exposure to dust / fibres - respiratory problems		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to work areas. Conduct hazardous chemical assessment prior to work commencement of works. Adequate consultation with relevant "workers" Appropriate removal procedures to contain dust / fibres. Use planks as temporary work platform. Use trained experienced 'workers'. - ensure 'workers' know their responsibility associated with the removal process Appropriate warning signage and barricades to restrict access into the work area. Place material in heavy duty plastic bags.	Site Supervisor Contractor / all 'workers'	

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									Regularly monitor airborne dust/ fibres Vacuum residual dust / fibres from ceiling area Use appropriate PPE		
Carry materials and tools to ground floor work areas - Slips, trips, falls and accessibility - Access ways not clearly defined Manual tasks	Slips, trips and falls Muscle strain - back injuries and cuts Over exertion or repetitive movements		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to site and work areas. Use trained 'workers.- ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary tasks.	Contractor / all 'workers'	
Demolish internal framed walls - ground level - Slips, trips, falls and accessibility - Access ways not clearly defined - Electricity - Exposure to dust - Manual tasks - Hazardous chemicals - Biological - Gravity - stability of the structure - Proximity to other 'workers'	Slips, trips and falls Electric shock or electrocution Muscle strain - back injuries and cuts Over exertion or repetitive movements. Inhalation and exposure to dust - skin and eye irritations and allergies. Injuries due to collapse		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to work areas. Use trained 'workers.- ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary tasks Guards to plant and equipment fully operational Appropriate warning signage and barricades to restrict access into the work area. Wet down to minimise dust release. Regularly monitor airborne dust Use appropriate PPE SWMS	Supervisor Contractor / all 'workers'	
Carrying materials / floor timbers / joists up ramp / scaffold - Slips, trips, falls and accessibility - Slope of ramp	Slips, trips and falls Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to site and work areas. Guardrails to ramp are in place - ramp surface clean and dry.	Site Supervisor Contractor / all 'workers'	

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Windy and or wet conditions - Manual tasks									Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry. Use trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process Order timber in short lengths. SWMS		
Positioning floor timbers / joists on existing wall frames - Slips, trips, falls and accessibility – Inadequate fall arrest system / work platform – Windy and or wet conditions - Gravity - overbalancing Manual tasks	Slips, trips and falls Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area Use trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process Use planks as temporary work platform. SWMS	Contractor / all 'workers'	
Carrying and placing floor sheets Slips, trips, falls and accessibility - Manual tasks	Slips, trips and falls through open floor joists Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to site and work areas. Use planks as temporary work platform. Use trained 'workers' and team lifting. Ensure 'workers' know their responsibility during the carrying and positioning of the sheets upon the open floor joists	Contractor / all 'workers'	
Carrying frames up ramp / scaffold Slips, trips, falls and accessibility - Slope of ramp -	Slips, trips and falls. Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area Guardrails to ramp are in place - ramp surface clean and dry.	Contractor Contractor / all 'workers'	

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<p>Windy and or wet conditions -</p> <p>Manual tasks</p>									<p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.</p> <p>Use trained '<i>workers</i>' and team lifting.- ensure team '<i>workers</i>' know their responsibility during the work process</p> <p>Remove guardrail from ramp to allow easy carrying.</p> <p>Have large prefab frames delivered with loose lintels.</p> <p>Use site cut frames on first floor.</p> <p>Have frames made in smaller lengths.</p> <p>Use mechanical assistance where practicable - provide training in the use of the equipment</p>		
<p>Lifting external walls from floor that have been clad -</p> <p>Slips, trips, falls and accessibility -</p> <p>Windy and or wet conditions -</p> <p>Manual tasks</p>	<p>Slips, trips and falls.</p> <p>Back injuries - muscle strain / sprain</p>		✓			✓		2	<p>Assess travel path and distance to work area</p> <p>Use mechanical assistance where practicable – provide training in the use of the equipment</p> <p>Identify the risks and plan the lift in consultation with the '<i>workers</i>'</p> <p>Ensure one person is appointed to plan and take charge of the lift</p> <p>Plan the lift in stages - e.g. lift to waist height - place saw stools under frame - team '<i>workers</i>' to re-group then lift frame into position</p> <p>Ensure enough space is available for the team '<i>workers</i>' [handlers] to safely manoeuvre as a group.</p> <p>Use trained '<i>workers</i>' and team lifting -</p> <p>Where possible, use team</p>	Contractor / all ' <i>workers</i> '	

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									<p>'workers' of a similar height and capability</p> <p>Provide additional team 'workers' to assist that are proportional to the weight and difficulty of the lift</p> <p>Rehearse the lift including what to do in case of an emergency</p> <p>Ensure load is shared evenly</p> <p>Ensure team 'workers' know their responsibility during the lift</p> <p>Fabricate frame in approximately final position.</p>		
<p>Install tarpaulins to exposed roof space -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing -</p> <p>Manual tasks</p>	<p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p> <p>Struck by flying object</p>		✓		✓			1	<p>Use trained 'workers' and team lifting to position tarp.</p> <p>Additional 'workers' to assist where required</p> <p>Ensure team 'workers' know their responsibility during the positioning of the tarp</p> <p>Ensure all tarps are securely tied down and not weighted with tiles.</p>	Contractor / all 'workers'	
<p>Install poly-fabric cover to first floor platform -</p> <p>Slips, trips, falls and accessibility -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing-</p> <p>Manual tasks</p>	<p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p>		✓		✓			1	<p>Use trained 'workers' and team lifting to position and to roll out poly-fabric.</p>	Contractor / all 'workers'	
<p>Cutting timber frame with power saw -</p> <p>Electricity -</p> <p>Exposure to noise -</p> <p>Exposure to dust -</p>	<p>Electric shock or electrocution</p> <p>Hearing loss -</p> <p>Inhalation of dust - respiratory</p>		✓			✓		2	<p>RCD installed on mains supply / portable generator</p> <p>Guards to equipment fully operational</p> <p>Use trained 'workers'.</p>	Contractor / all 'workers'	

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Hazardous chemicals - Biological - Tools and equipment Struck by flying objects	problems - Sight damage								Use appropriate PPE.		
Lifting / placement of roof trusses - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Manual tasks	Slips, trips, falls Back injuries - muscle strain / sprain		✓			✓		2	Use planks as temporary work platform Use mechanical assistance to position trusses on top of wall plates Use trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the lifting and positioning of the roof trusses Replace truss with cut roof. Have girder trusses made in two [2] sections i.e.: not nailed together	Contractor / all 'workers'	
Fixing eaves and windows - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof - roofing material - Windy and or wet conditions - Gravity - overbalancing - Manual tasks	Slips, trips and falls from work platform and accessibility. Fractures, bruises lacerations and personal injuries Back injuries - strains and sprains.		✓		✓			1	Use trained 'workers' and team lifting. Guardrails to scaffold, work platform complete, clean and dry. Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface Use safety harness when working from roof surface. Use of appropriate PPE.	Contractor / all 'workers' Site Supervisor	
Fixing external cladding - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof - roofing	Slips, trips and falls from work platform Fractures, bruises lacerations and personal injuries Back injuries - strains and sprains.		✓			✓		2	Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry. Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface Use trained 'workers'.	Contractor / all 'workers'	

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material - Windy and or wet conditions - Gravity - overbalancing - Manual tasks									Use of appropriate PPE.		
Install aluminium breather foil to wrap first floor frame - Slips, trips, falls and accessibility - Windy and or wet conditions - Gravity - overbalancing- Manual tasks	Slips, trips and falls Back injuries - strains and sprains		✓		✓			1	Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry. Use trained 'workers' and team lifting to position and to roll out and fix breather foil. Additional 'workers' to assist where required	Contractor / all 'workers'	
Stairwell opening - roughed-in stair no guardrail - Slips, trips, falls and accessibility - Gravity - overbalancing	Falls through open stairwell Fractures, bruises lacerations and personal injuries		✓		✓			1	Prevent access to opening. Provide guardrail / edge protection to void Cover stairwell with temporary sheeting.	Contractor / all 'workers' Staircase Installer	
Carrying fix out material / tools up stairs - Slips, trips, falls and accessibility - Manual tasks	Slips, trips and falls Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access work areas. Use trained 'workers' and team lifting. SWMS	Contractor / all 'workers'	
Use of power tools in confined space Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Tools and equipment	Electric shock or electrocution Hearing loss Inhalation of dust - respiratory problems Sight damage		✓			✓		2	RCD installed on mains supply / portable generator Guards to plant and equipment fully operational Use trained 'workers' and rotate tasks Adequate light and ventilation Use of appropriate PPE.	Contractor / all 'workers'	
Cutting chemically treated timber, pine and particleboard / MDF sheets -	Hearing loss Inhalation of dust - respiratory		✓			✓		2	RCD installed on mains supply / portable generator Guards to plant and	Contractor / all 'workers'	

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Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Equipment	problems Sight damage								equipment fully operational. Train 'workers' in the safe handling and cutting of hazardous materials. Adequate ventilation Use of appropriate PPE Provide SDS for product.		
Site clean up on completion of work Manual tasks Exposure to dust - Hazardous chemicals Biological -	Exposure to dust - Hazardous chemicals - Biological - Personal injuries - cuts and abrasions.		✓			✓		3	Remove any temporary barricades if no longer required Place all rubbish in appropriate bins Leave site / work area in a clean and tidy condition	Contractor / all 'workers'	

I/We have consulted with Cape Cod Australia Pty. Ltd. 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. Ltd. 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: