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| Date: |  | New | ✓ | Revised |  | Page |  |
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**TRADE: CARPENTER**

|                 |                       |                    |                       |
|-----------------|-----------------------|--------------------|-----------------------|
| <b>Job No:</b>  | <b>7673/15</b>        | <b>Client:</b>     | <b>Willmot - Webb</b> |
| <b>Address:</b> | 34 Holmes St Maroubra | <b>Supervisor:</b> | Jonathan Stewart      |

|             |                       |                        |                        |
|-------------|-----------------------|------------------------|------------------------|
| <b>Key:</b> | <b>"1" action now</b> | <b>"2" action ASAP</b> | <b>"3" action ASAP</b> |
|-------------|-----------------------|------------------------|------------------------|

**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] 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 -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined | Slips, trips and falls  |            | ✓        |          |        | ✓      |       | 3        | Assess travel path and distance to work area<br><br>Ensure unobstructed access to site and work areas  | Site Supervisor / all 'workers' |      |
| Stored materials -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined            | Slips, trips and falls  |            | ✓        |          |        | ✓      |       | 2        | Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas.<br><br>Provide and maintain barricades to isolate material and to restrict access<br><br>Provide designated waste areas. | Site Supervisor / all 'workers' |      |
| Manual tasks  | Muscle strain - back injuries and cuts<br><br>Over exertion or repetitive movements |            | ✓        |          |        | ✓      |       | 2        | Assess travel path and distance to work area<br><br>Use mechanical assistance where practicable; provide training in the use of the equipment  | Contractor / all 'workers'      |      |

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|  |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |                            |      |
|  |   |            |          |          |        |        |       |          | <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Ensure one [1] 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 task specific 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<br>Plant / equipment   | Hearing damage  |            | ✓        |          |        | ✓      |       | 2        | <p>Isolate plant and equipment</p> <p>Use appropriate PPE</p>  | All 'workers'              |      |
| Exposure to dust /<br>fibres / chemical<br>vapours -<br><br>Hazardous<br>chemicals -<br>Biological - | Dust / fibres<br>inhalation -<br>respiratory<br>problems<br><br>Skin and eye<br>allergies/ irritations. |            | ✓        |          |        | ✓      |       | 2        | <p>Apply appropriate procedures necessary to contain dust / fibres / chemical vapours.</p> <p>Use appropriate PPE - disposable dust / fibres / chemical vapour protection.</p> <p>Regularly monitor for airborne dust/ fibres</p>  | Contractor / all 'workers' |      |
| Exposure to UV<br>light / weather -  | Skin cancer / sun<br>burn -   |            | ✓        |          |        | ✓      |       | 2        | <p>Reduce exposure where possible.</p>   | Contractor / all 'workers' |      |

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|   |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |  |      |
| UV light - glare<br><br>Extreme temperatures  | Dehydration - heat stroke or fatigue<br><br>Sight damage  |            |          |          |        |        |       |          | Regularly monitor 'workers' condition<br><br>Adequate fluid intake<br><br>Use appropriate sun screen.<br>Wear appropriate PPE.  |  |      |
| Contact with o/head electrical services / point of attachment -<br>Power lines not isolated, covered or enclosed -<br>Working too close to electrical supply -<br>Strong winds causing power lines to swing close to work area -<br>Wet conditions making 'tiger tails' ineffective | Electric shock or electrocution   |            | ✓        |          |        | ✓      |       | 3        | Identify that the electrical supply is isolated prior to the work commencing<br><br>Provide 'tiger tails' [insulation] - adequately boxed adjacent to scaffold - extended an appropriate distance past the boundary   | Licensed Electrical Contractor or Approved person<br><br>Site Supervisor<br><br>Contractor / all 'workers' |      |
| Protection of other 'workers' and the public -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined -<br><br>Hazardous chemicals -<br>Biological   | Slips, trips and falls<br><br>Wind- borne dust / fibres<br><br>Struck by falling objects                              |            | ✓        |          |        | ✓      |       | 2        | Provide and maintain barricades to materials stored on footpath<br><br>Provide and maintain barricades to isolate and to restrict access to work areas<br><br>Use of shade cloth around the work area<br><br>Wet down dust<br><br>Provide "Spotter" to stop others entering work area | Site Supervisor<br><br>Contractor / all 'workers'  |      |
| Location of services -<br>Electricity -<br>insulation to old wiring frayed or brittle [conduit] or easily damaged -<br>water pipe electrified<br>Gas -<br>Hazardous chemical<br>Biological  | Electric shock or electrocution<br><br>Gas service - explosion<br><br>Inhalation and exposure to hazardous chemicals. |            | ✓        |          | ✓      |        |       | 3        | Isolate / relocate electrical supply / wiring.<br><br>RCD installed on mains supply / portable generator<br><br>Isolate / relocate gas supply   | Site Supervisor / all 'workers'  |      |
| General working at height - [over 2.0m]   | Fall from roof edge/ work platform/   |            | ✓        |          | ✓      |        |       | 1        | Identify the risks and plan the tasks in consultation with the 'workers'  | Site Supervisor<br>Contractor / all  |      |

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| <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Old brittle / corroded roofing material</p> <p>Increased traffic on roof surface - walking in the middle of battens -</p> <p>Gravity - overbalancing</p> <p>Windy and or wet conditions</p>   | <p>through roof or roof framing</p> <p>Fractures, bruises lacerations and personal injuries</p>   |            |          |          |        |        |       |          | <p>Assess travel path to work area</p> <p>Ensure unobstructed access to work areas</p> <p>Provide guardrails, perimeter edge protection / catch scaffold.</p> <p>Scaffold / work platform to outer perimeter.</p> <p>Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work process</p> <p>SWMS</p>  | 'workers'                  |      |
| <p>Working at height-stripping existing tiled roof covering and frame -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Old / brittle roofing tiles</p> <p>Increased traffic on roof surface - walking in the middle of battens -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Manual tasks -</p> <p>Electricity</p> | <p>Slips, trips and falls from work platform.</p> <p>Fractures, bruises lacerations and personal injuries / cuts and abrasions.</p> <p>Struck by falling object.</p> <p>Exposure to ceiling dust and insulation fibres - respiratory problems.</p> <p>Electric shock or electrocution</p> |            | ✓        |          |        | ✓      |       | 2        | <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Conduct hazardous chemical assessment prior to commencement of the works</p> <p>Appropriate removal procedures to contain dust</p> <p>Provide perimeter guardrail / scaffold / work platform to outer perimeter.</p> <p>Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the removal process</p> <p>Use safety harness</p> <p>Regularly monitor for airborne dust/ fibres</p> <p>Controlled removal / disposal of the roofing tiles - provide debris chute</p> <p>Regularly monitor stability of the roof structure / ceiling frame</p> <p>Provide barricade to restrict access to the work area.</p> | Contractor / all 'workers' |      |

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|  |  |            |          |          |        |        |       |          | Provide "Spotter" to stop <i>others</i> entering work area<br><br>Don't stack / store tiles on roof or on scaffold.<br><br>Don't remove roofing tiles on wet or windy days.<br><br>Use of appropriate PPE<br>plan the tasks in consultation with the ' <i>workers</i> '<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access work areas.<br><br>Use designated drop areas to restrict traffic across the roof surface  |  |      |
| Removal of roof sheeting and roof accessories / eave and porch soffits ' <i>that may</i> ' contain asbestos cement [ACM] / fibre-cement [FC]<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall prevention system / work platform -<br><br>Windy and or wet conditions -<br><br>Brittle roofing material / skylight/s<br><br>Walking on brittle roofing material - walking in the middle of roofing battens<br><br>Gravity - overbalancing -<br><br>Hazardous chemicals -<br><br>Biological - | Inhalation and exposure to ACM / FC fibres / dust - respiratory problems<br><br>Slips, trips and falls from work platform / through frame<br><br>Fractures, bruises lacerations and personal injuries<br><br>Exposure to ceiling dust - eye and skin irritations - respiratory problems. |            | ✓        |          |        | ✓      |       | 3        | Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas<br><br>Identify the risks and plan the task in consultation with the relevant ' <i>workers</i> '<br><br>Conduct hazardous chemical assessment prior to commencement of the works<br><br>Adequate consultation with relevant " <i>workers</i> "<br><br>Appropriate removal procedures to contain dust / fibres.<br><br>Regularly monitor for airborne dust/ fibres<br><br>Use task specific trained / experienced ' <i>workers</i> ' - ensure ' <i>workers</i> ' know their responsibility during the work / removal process<br><br>Appropriate warning signage and barricades to restrict access into the work area.<br><br>Remove roof sheeting and roof accessories / eave | Site Supervisor<br><br>Contractor / all ' <i>workers</i> ' |      |

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|   |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |   |      |
| Manual tasks -<br><br>Proximity to other 'workers' and public   |  |            |          |          |        |        |       |          | soffits with minimal breakage<br><br>Wet down to minimise dust / fibre release.<br><br>Seal residues of ACM / FC that cannot be removed from timber framed members<br><br>Wrap all removed material in heavy duty plastic sheeting and seal.<br><br>Don't remove roofing sheets on wet or windy days.<br><br>Use appropriate PPE<br>SWMS   |   |      |
| Removal of disused ceiling mount hot water unit 'that may' contain asbestos cement [ACM] insulation -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall prevention system / work platform -<br><br>Windy conditions -<br><br>Gravity - overbalancing<br><br>Hazardous chemicals -<br><br>Biological - | Slips, trips and falls from work platform / through ceiling frame<br><br>Fractures, bruises lacerations and personal injuries<br><br>Inhalation and exposure to dust / fibres - respiratory problems |            | ✓        |          |        | ✓      |       | 2        | Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas<br><br>Identify the risks and plan the task in consultation with the 'workers'<br><br>Conduct hazardous chemical assessment prior to commencement of the works<br><br>Use planks as temporary work platform<br><br>Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process<br><br>Appropriate warning signage and barricades to restrict access into the work area<br><br>Regularly monitor airborne dust/ fibres<br><br>Use appropriate PPE | Site Supervisor<br><br>Contractor / all 'workers' |      |
| Carry and install tarpaulins to exposed roof space -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall  | Slips, trips and falls<br><br>Back injuries - strains and sprains<br><br>Struck by flying object   |            | ✓        |          |        | ✓      |       | 1        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access work area<br><br>Use task specific trained  | Contractor / all 'workers'                        |      |

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| prevention system / work platform -<br><br>Windy and or wet conditions -<br>Gravity - overbalancing -<br>Manual tasks   |   |            |          |          |        |        |       |          | <i>'workers'</i> and team lifting to position tarp.<br><br>Additional <i>'workers'</i> to assist where required<br><br>Ensure team <i>'workers'</i> know their responsibility during the positioning of the tarp<br><br>Ensure all tarps are securely tied down and not weighted with tiles   |   |      |
| Hand demolish rendered brickwork at ground level -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined -<br><br>Electricity -<br><br>Exposure to dust -<br><br>Manual tasks -<br><br>Hazardous chemicals -<br><br>Biological -<br><br>Gravity - stability of the structure -<br><br>Proximity to other <i>'workers'</i> | Slips, trips and falls<br><br>Electric shock or electrocution<br><br>Muscle strain - back injuries and cuts<br><br>Over exertion or repetitive movements.<br><br>Inhalation and exposure to dust - skin and eye irritations and allergies.<br><br>Exposure to lead based paints -<br><br>Injuries due to collapse |            | ✓        |          | ✓      |        |       | 2        | Identify the risks and plan the task in consultation with the relevant <i>'workers'</i><br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas<br><br>Ensure openings and voids in floors are fully covered.<br><br>Regularly monitor stability of the structure<br><br>Use task specific trained <i>'workers'</i> - ensure <i>'workers'</i> know their responsibility during the work process<br><br>Rotate <i>'workers'</i> and vary tasks<br><br>Guards to plant and equipment fully operational<br><br>Appropriate warning signage and barricades to restrict access into the work area<br><br>Wet down to minimise dust release<br><br>Regularly monitor airborne dust<br><br>Use appropriate PPE<br>SWMS | Supervisor<br><br>Contractor / all <i>'workers'</i> |      |
| Cutting brickwork with petrol driven saw -<br>Exposure to noise -<br>Exposure to dust -<br>Hazardous  | Hearing loss -<br>Inhalation of exhaust fumes/dust - respiratory problems –   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant <i>'workers'</i><br><br>Guards to equipment fully operational<br><br>Monitor the air quality for   | Contractor / all <i>'workers'</i>                   |      |

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|  |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |   |      |
| chemicals -<br>Biological -<br>Tools and equipment<br>Struck by flying objects   | Exposure to lead based paints -<br><br>Sight damage   |            |          |          |        |        |       |          | exhaust fumes / dust<br><br>Regularly monitor the condition of the 'workers' within the work area<br><br>Adequate ventilation and lighting.<br><br>Use appropriate PPE.  |   |      |
| Removal of ceiling linings 'that may' be contaminated by lead dust, asbestos cement ACM dust or fibres-<br><br>Slips, trips, falls and accessibility -<br><br>Hazardous chemicals -<br><br>Biological -<br><br>Manual tasks -<br><br>Proximity to other 'workers' and public | Inhalation and exposure to fibres / dust - respiratory problems<br><br>Slips, trips and falls through frame<br><br>Fractures, bruises lacerations and personal injuries<br><br>Exposure to ceiling dust - eye and skin irritations - respiratory problems.<br><br>Exposure to lead based paints - |            | ✓        |          |        | ✓      |       | 3        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas<br><br>Conduct hazardous chemical assessment prior to work commencement of the works.<br><br>Appropriate removal procedures to contain dust / fibres<br><br>Regularly monitor for airborne dust/ fibres<br><br>Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process<br><br>Appropriate warning signage and barricades to restrict access into the work area<br><br>Remove ceiling sheets with minimal breakage<br><br>Wet down to minimise dust / fibre release<br><br>Use appropriate PPE<br>SWMS | Site Supervisor<br><br>Contractor / all 'workers' |      |
| Demolish internal framed walls at ground level -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined -   | Slips, trips and falls<br><br>Electric shock or electrocution<br><br>Muscle strain - back injuries and cuts   |            | ✓        |          | ✓      |        |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas   | Supervisor<br><br>Contractor / all 'workers'      |      |



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| Electricity -<br>Exposure to dust -<br>Manual tasks -<br>Hazardous chemicals -<br>Biological -<br>Gravity - stability of the structure -<br>Proximity to other 'workers'  | Over exertion or repetitive movements.<br>Inhalation and exposure to dust - skin and eye irritations and allergies.<br>Exposure to lead based paints -<br>Injuries due to collapse |            |          |          |        |        |       |          | Regularly monitor stability of the structure<br>Use task specific trained 'workers' - ensure 'workers' know their responsibility during the work process<br>Rotate 'workers' and vary tasks<br>Guards to plant and equipment fully operational<br>Appropriate warning signage and barricades to restrict access into the work area<br>Wet down to minimise dust release<br>Regularly monitor for airborne dust<br>Use appropriate PPE<br>SWMS   |   |      |
| Carrying materials, floor timbers / joists / deep composite beams / joists and sheet flooring up ramp / scaffold -<br>Slips, trips, falls and accessibility -<br>Slope of ramp<br>Windy and or wet conditions -<br>Manual tasks | Slips, trips and falls<br>Back injuries - strains and sprains  |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br>Assess travel path and distance to work area<br>Ensure unobstructed access to site and work areas<br>Guardrails to ramp are in place - ramp surface clean and dry.<br>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.<br>Use task specific trained 'workers' and team lifting - ensure team 'workers' know their responsibility during the work process<br>Order timber in short lengths.<br>SWMS<br>Use crane to deliver / position materials to work area | Site Supervisor<br>Contractor / all 'workers' |      |
| Positioning floor   | Slips, trips and falls   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the   | Contractor / all 'workers'                    |      |

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| timbers / joists / composite beams / joists on to existing walls -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall arrest system / work platform -<br><br>Windy and or wet conditions -<br><br>Gravity - overbalancing<br><br>Manual tasks | Back injuries - strains and sprains  |            |          |          |        |        |       |          | task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Use task specific trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process<br><br>Use planks as temporary work platform.<br><br>SWMS   |                            |      |
| Carrying and positioning of structural steel beams and posts [if required] -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined -<br><br>Windy and or wet conditions -<br><br>Manual tasks                                    | Slips, trips and falls<br><br>Back injuries - strains and sprains<br><br>Damage to ramp or scaffolding |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to site and work areas<br><br>Guardrails to ramp are in place - ramp surface clean and dry.<br><br>Ramp adequate to carry combined load of men and material<br><br>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.<br><br>Where practicable use mechanical means [crane]to lift and position beams and posts<br><br>Use task specific trained 'workers' and team lifting - additional 'workers' to assist-<br><br>Ensure 'workers' know their responsibility during the carrying and positioning of the structural steel beam / post<br><br>Use short beams where possible | Contractor / all 'workers' |      |

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|  |   |            |          |          |        |        |       |          | SWMS<br><br>Use crane to deliver and position structural steel components to work area  |  |      |
| Carrying and placing floor sheets to first floor work areas -<br><br>Slips, trips, falls and accessibility -<br>Manual tasks   | Slips, trips and falls through open floor joists<br><br>Back injuries - strains and sprains |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to site and work areas<br><br>Use planks as temporary work platform<br><br>Use task specific trained 'workers' and team lifting<br><br>Ensure 'workers' know their responsibility during the carrying and positioning of the sheets upon the open floor joists | Contractor / all 'workers'                   |      |
| Carry rolls of poly-fabric up ramp /scaffold and install to cover first floor platform -<br><br>Slips, trips, falls and accessibility -<br><br>Windy and or wet conditions -<br><br>Gravity - overbalancing-<br><br>Manual tasks | Slips, trips and falls<br><br>Back injuries - strains and sprains                           |            | ✓        |          | ✓      |        |       | 1        | Assess travel path and distance to work area<br><br>Ensure unobstructed access work area<br><br>Use task specific trained 'workers' and team lifting to position and to roll out the poly-fabric  | Contractor / all 'workers'                   |      |
| Carrying frames up ramp / scaffold<br><br>Slips, trips, falls and accessibility -<br><br>Slope of ramp -<br><br>Windy and or wet conditions -<br><br>Manual tasks  | Slips, trips and falls.<br><br>Back injuries - strains and sprains                          |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Guardrails to ramp are in place - ramp surface clean and dry.<br><br>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry   | Contractor<br><br>Contractor / all 'workers' |      |

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|--|--|------------|----------|----------|--------|--------|-------|----------|--|----------------------------|------|
|  |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |                            |      |
|  |  |            |          |          |        |        |       |          | <p>Use task specific trained 'workers' and team lifting.- ensure team 'workers' 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>Use crane to deliver / position frames /materials to floor platform</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>Identify the risks and plan the task in consultation with the 'workers'</p> <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>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 'workers' to re-group then lift frame into position</p> <p>Ensure enough space is available for the team 'workers' [handlers] to safely manoeuvre as a group</p> <p>Use task specific trained 'workers' and team lifting</p> <p>Where possible, use team</p> | Contractor / all 'workers' |      |

| Job Step / Hazard  | Potential Harm  | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s       | Date |
|--|---|------------|----------|----------|--------|--------|-------|----------|---|----------------------------|------|
|  |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |                            |      |
|  |   |            |          |          |        |        |       |          | <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>Cutting brickwork / timber frame with power saw -</p> <p>Electricity -</p> <p>Exposure to noise -</p> <p>Exposure to dust -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Tools and equipment</p> <p>Struck by flying objects</p> | <p>Electric shock or electrocution</p> <p>Hearing loss -</p> <p>Inhalation of dust - respiratory problems -</p> <p>Sight damage</p> |            | ✓        |          |        | ✓      |       | 2        | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>RCD installed on mains supply / portable generator</p> <p>Guards to equipment fully operational</p> <p>Monitor for airborne dust</p> <p>Use task specific trained 'workers'.</p> <p>Use appropriate PPE.</p>   | Contractor / all 'workers' |      |
| <p>Lifting and placement of roof trusses -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Windy and or wet conditions -</p> <p>Manual tasks</p>                              | <p>Slips, trips, falls</p> <p>Back injuries - muscle strain / sprain</p>  |            | ✓        |          |        | ✓      |       | 2        | <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Use planks as temporary work platform</p> <p>Use mechanical assistance to position trusses on top of wall plates</p> <p>Use task specific trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the lifting and positioning of the roof trusses</p> <p>Replace truss with cut roof.</p> <p>Have girder trusses made in two [2] sections i.e.: not nailed together</p> <p>Use crane to deliver /</p> | Contractor / all 'workers' |      |

| Job Step / Hazard  | Potential Harm  | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s                                     | Date |
|--|---|------------|----------|----------|--------|--------|-------|----------|---|--|------|
|  |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |  |      |
|  |   |            |          |          |        |        |       |          | position trusses to top of wall plates / walls  |  |      |
| <p>Lifting large strutting and hanging beams onto top wall plate</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate work platform -</p> <p>Windy and or wet conditions -</p> <p>Manual tasks</p>   | <p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p>  |            | ✓        |          |        | ✓      |       | 2        | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access work area.</p> <p>Use planks as temporary work platform</p> <p>Use mechanical assistance where practical to lift and position</p> <p>Use task specific trained 'workers' and team lifting - additional 'workers' to assist - ensure team 'workers' know their responsibility during the work task</p> <p>Use crane to deliver materials to top of wall plates / walls</p> | <p>Contractor / all 'workers'</p> <p>Site Supervisor</p> |      |
| <p>Fixing of timber barge boards, fascia, eaves, windows and shading devices -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Pitch of roof - roofing material -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing -</p> <p>Manual tasks</p> | <p>Slips, trips and falls from work platform and accessibility.</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Back injuries - strains and sprains.</p> |            | ✓        |          | ✓      |        |       | 1        | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Use task specific trained 'workers' and team lifting</p> <p>Guardrails to scaffold, work platform complete, clean and dry</p> <p>Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface</p> <p>Use safety harness when working from roof surface</p> <p>Use of appropriate PPE</p>   | <p>Contractor / all 'workers'</p> <p>Site Supervisor</p> |      |
| <p>Carry rolls of aluminium breather foil up ramp / scaffold to wrap</p>   | <p>Slips, trips and falls</p> <p>Back injuries -</p>  |            | ✓        |          | ✓      |        |       | 1        | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Guardrails and toe boards to</p>   | <p>Contractor / all 'workers'</p>                        |      |

| Job Step / Hazard   | Potential Harm   | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s       | Date |
|---|--|------------|----------|----------|--------|--------|-------|----------|---|----------------------------|------|
|   |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |                            |      |
| first floor frame -<br><br>Slips, trips, falls and accessibility -<br><br>Windy and or wet conditions -<br><br>Gravity - overbalancing-<br><br>Manual tasks   | strains and sprains  |            |          |          |        |        |       |          | scaffold are in place and work platform complete, clean and dry<br><br>Use task specific trained 'workers' and team lifting to position and to roll out and fix breather foil<br><br>Additional 'workers' to assist where required  |                            |      |
| Cutting and fixing fibre-cement [FC] sheet eaves and wall cladding -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall prevention system / work platform -<br><br>Pitch of roof - roofing material -<br><br>Windy and or wet conditions -<br>Gravity - overbalancing -<br>Manual tasks              | Slips, trips and falls from work platform<br><br>Fractures, bruises lacerations and personal injuries<br><br>Back injuries - strains and sprains<br><br>Dust inhalation - respiratory problems |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry<br><br>Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface<br><br>Use task specific trained 'workers'.<br><br>Monitor for airborne dust/ fibres<br><br>Use of appropriate PPE.                                  | Contractor / all 'workers' |      |
| Carry rolls of 'polastic' insulation blanket up ramp /scaffold - fixing of battens and insulation -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall protection system / work platform -<br><br>Slope of ramp -<br><br>Windy and or wet conditions -<br><br>Manual tasks<br><br>Exposure to dust - | Slips, trips and falls from ramp or work platform<br><br>Muscle strain - back injuries and cuts<br><br>Dust inhalation - respiratory problems<br><br>Eye and skin irritations / allergies      |            | ✓        |          |        | ✓      |       | 3        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas<br>Guardrails to ramp are in place - ramp and work platform clean and dry<br><br>Scaffold guardrails and work platform is complete - use of toe boards /dust screening<br><br>Provide barricades to restrict access to around / under work areas | Contractor / all 'workers' |      |

| Job Step / Hazard  | Potential Harm   | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s       | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|---|----------------------------|------|
|  |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |                            |      |
| Hazardous chemicals -<br><br>Biological  |  |            |          |          |        |        |       |          | Team lifting and carrying.<br>Rotate 'workers' and vary tasks<br>Appropriate procedures to contain dust resulting from cutting of the foil backed polystyrene insulation rolls<br><br>Use appropriate PPE - disposable dust protection.<br><br>Use task specific trained 'workers'<br>SWMS                  |                            |      |
| Exposure to polystyrene dust   | Eye and skin irritations / allergies   |            | ✓        |          |        | ✓      |       | 2        | Appropriate procedures to contain dust<br><br>Regularly monitor for airborne dust/ fibres<br>Use appropriate PPE - disposable dust protection<br><br>Provide Safety Data Sheet.   | Contractor / all 'workers' |      |
| Use of gap filling flexible fillers / sealants -<br><br>Hazardous chemicals<br><br>Biological  | Inhalation of fumes - respiratory problems.<br><br>Eye and skin irritations/ allergies | ✓          |          |          | ✓      |        | 3     | ✓        | Identify the risks / hazards and plan the task in consultation with the 'workers'<br><br>Avoid contact with skin and eyes.<br><br>Monitor air quality for chemical vapours<br><br>Use task specific trained 'workers'.<br><br>Use appropriate PPE.<br>Provide SDS.  | Contractor / all 'workers' |      |
| Lifting and placing external staircase -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined -<br><br>Manual tasks | Slips, trips and falls<br><br>Back injuries - strains and sprains.                     |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access work areas.<br><br>Use task specific trained 'workers' and team lifting - ensure team 'workers' know their responsibility during the | Contractor / all 'workers' |      |



| Job Step / Hazard  | Potential Harm   | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s                                  | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|---|---|------|
|  |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |   |      |
|  |  |            |          |          |        |        |       |          | lifting and positioning task<br><br>Extra 'workers' on hand to assist when required.<br><br>SWMS  |   |      |
| Stairwell opening - roughed-in stair no guardrail -<br><br>Slips, trips, falls and accessibility -<br><br>Gravity - overbalancing              | Falls through open stairwell<br><br>Fractures, bruises lacerations and personal injuries |            | ✓        |          | ✓      |        |       | 1        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Prevent access to opening<br><br>Provide guardrail / edge protection to stairwell void<br><br>Cover stairwell with temporary sheeting / scaffold   | Contractor / all 'workers'<br><br>Staircase Installer |      |
| Lifting / placing internal staircase -<br><br>Slips, trips, falls and accessibility-<br>Manual tasks   | Slips, trips and falls<br><br>Back injuries - strains and sprains                        |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to site and work areas<br><br>Use task specific trained 'workers' and team lifting - ensure team 'workers' know their responsibility during the lifting and positioning task<br><br>Extra 'workers' on hand when required<br><br>Use mechanical assistance<br>SWMS | Contractor / all 'workers'<br><br>Staircase Installer |      |
| Ladder access to work areas -<br><br>Slips, trips, falls and accessibility -<br><br>Gravity - overbalancing                                    | Fall from ladder<br><br>Fractures, bruises lacerations and personal injuries             |            | ✓        |          | ✓      |        |       | 1        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Use task specific trained 'workers'.<br><br>Use approved ladder.<br><br>Limit the use of ladders.  | Contractor / all 'workers'                            |      |
| Work from extension ladder -<br><br>Slips, trips, falls and accessibility -<br>Inadequate work platform -<br><br>Windy and or wet conditions - | Fall from ladder<br><br>Fractures, bruises lacerations and personal injuries             |            | ✓        |          | ✓      |        |       | 3        | Identify the risks and plan the tasks in consultation with the 'workers'<br>Use scaffold as working platform.<br>Ensure ladder is at 4:1 slope.<br>Secure ladder at base and top.<br>Ensure 'workers' face the  | Contractor / all 'workers'                            |      |

| Job Step / Hazard   | Potential Harm   | Likelihood |          |          | Result |        |       | Priority | Possible Controls  | Responsible Person/s       | Date |
|---|--|------------|----------|----------|--------|--------|-------|----------|--|----------------------------|------|
|   |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |                            |      |
| Gravity - overbalancing   |  |            |          |          |        |        |       |          | ladder when climbing up and down ladder.<br>Provide and maintain barricades to restrict access to work area.<br>Limit the use of ladders   |                            |      |
| Use of electrical powered / battery operated tools in confined space-<br><br>Electricity -<br>Exposure to noise -<br>Exposure to dust -<br>Hazardous chemicals -<br>Biological<br>Tools and equipment | Electric shock or electrocution<br><br>Hearing loss<br><br>Inhalation of dust - respiratory problems<br><br>Sight damage   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>RCD installed on mains supply / portable generator<br><br>Guards to equipment fully operational<br><br>Protect power lead from damage - power saw blade / sharp edges / vehicular traffic<br>Use stands and hooks for leads in trafficable areas<br><br>Use task specific trained 'workers' and rotate tasks<br><br>Adequate light and ventilation<br><br>Regularly monitor for airborne dust/ fibres<br><br>Use of appropriate PPE. | Contractor / all 'workers' |      |
| Use of pneumatic operated tools and equipment -<br><br>Compressed air -<br>Exposure to noise -<br>Exposure to dust -<br>Hazardous chemicals<br>Biological -<br>Plant / equipment                      | Impact injury from projectiles<br><br>Hearing loss<br><br>Inhalation of dust - respiratory problems.<br><br>Eye and skin irritations / allergies -<br><br>Sight damage |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Appropriate warning signage and barricades to restrict access into the work area<br><br>Ensure unobstructed access work areas<br><br>Regularly monitor that air hoses are securely engaged and not damaged<br><br>Guards to tools fully operational<br><br>Protect air line from damage - power saw blade / sharp edges / vehicular traffic<br><br>Use of appropriate PPE.<br><br>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 |          |  |  |      |
|  |   |            |          |          |        |        |       |          | 'workers'.   |  |      |
| Carrying vanity unit / bath up ramp / scaffold or up stairs -<br><br>Slips, trips, falls and accessibility -<br><br>Slope of ramp -<br><br>Windy and or wet conditions -<br><br>Manual tasks | Slips, trips, falls and accessibility.<br><br>Back injuries - strains and sprains   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access work areas<br><br>Guardrails to ramp are in place. Ramp surface clean and dry.<br><br>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry<br><br>Use task specific trained 'workers' and team lifting.   | Contractor<br><br>Contractor / all 'workers' |      |
| Cutting chemically treated timber, pine and particleboard / MDF sheets -<br><br>Exposure to noise -<br>Exposure to dust -<br>Hazardous chemicals -<br>Biological Equipment                   | Hearing loss<br><br>Inhalation of dust – respiratory problems<br><br>Sight damage   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the relevant 'workers'<br><br>RCD installed on mains supply / portable generator<br><br>Guards to plant and equipment fully operational. Regularly monitor for airborne dust/ fibres<br><br>Train 'workers' in the safe handling and cutting of hazardous materials<br><br>Monitor for airborne dust/ fibres<br><br>Adequate ventilation<br><br>Use of appropriate PPE<br><br>Provide SDS for product. | Contractor / all 'workers'                   |      |
| Site clean up on completion of work<br><br>Manual tasks<br>Exposure to dust -<br>Hazardous chemicals<br>Biological -   | Inhalation of dust - respiratory problems.<br><br>Eye and skin irritations / allergies<br><br>Personal injuries - cuts and abrasions. |            | ✓        |          |        | ✓      |       | 3        | Place all building waste and rubbish in the designated waste area / skip bin<br><br>Leave site / work areas in a clean and tidy condition<br><br>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:

Fax:

Email: