

SITE SPECIFIC Risk Assessment

TRADE: CARPENTER

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

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 *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.

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Job Step / Hazard	Potential Harm	Likely	Possible	Unlikely	Major	Severe	Minor	Priority	Possible Controls	Responsible Person/s	Date
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	Contractor / all 'workers'	

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									Identify the risks and plan the task in consultation with the 'workers'		
									Ensure one [1] person is appointed to plan and take charge of the task		
									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		
									Use task specific trained 'workers' and team lifting - rotate 'workers' and vary tasks		
									Ensure enough space is available for the team 'workers' to safely manoeuvre as a group		
									Where possible, use team 'workers' of a similar height and capability		
									Provide additional team 'workers' to assist that are proportional to the weight and difficulty of the task		
									Ensure load is shared evenly		
									Ensure team 'workers' know their responsibility during the lift		
									On sloping sites, ensure safe footing is provided		
Exposure to noise Plant / equipment	Hearing damage		✓			✓		2	Isolate plant and equipment Use appropriate PPE	All 'workers'	
Exposure to dust / fibres / chemical vapours -	Dust / fibres inhalation - respiratory		/					•	Apply appropriate procedures necessary to contain dust / fibres / chemical vapours.	Contractor / all	
Hazardous chemicals - Biological -	skin and eye allergies/ irritations.		√			✓		2	Use appropriate PPE - disposable dust / fibres / chemical vapour protection. Regularly monitor for airborne dust/ fibres	WUINGIS	
Exposure to lead based paints -	Dust inhalation - respiratory problems		√			✓		2	Identify the risks and plan the tasks in consultation with the 'workers'	Contractor / all 'workers'	

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Job Step / Hazard	Potential Harm	Likely	Possible	Unlikely	Major	Severe	Minor	Priority	Possible Controls	Responsible Person/s	Date
Hazardous chemicals - Biological	Skin and eye allergies/ irritations.								Apply appropriate procedures necessary to contain dust / flaking paint surfaces. Use appropriate PPE - disposable contact / dust protection. Regularly monitor for airborne dust		
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. Regularly 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 supply is isolated prior to the 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'	
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 and maintain barricades to materials stored on footpath Provide and maintain barricades to isolate and to restrict access to work areas Use of shade cloth around the work area Wet down dust Provide "Spotter" to stop others entering work area	Site Supervisor Contractor / all 'workers'	
Location of services - Electricity -	Electric shock or electrocution		✓		✓			3	Isolate / relocate electrical supply / wiring. RCD installed on mains supply	Site Supervisor / all 'workers'	

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insulation to old wiring frayed or brittle [conduit] or easily damaged - water pipe electrified Gas - Hazardous chemical Biological	Gas service - explosion Inhalation and exposure to hazardous chemicals.								/ portable generator Isolate / relocate gas supply		
General working at height - [over 2.0m] Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old brittle / corroded roofing material 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	Identify the risks and plan the tasks in consultation with the 'workers' 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 task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work process SWMS	Site Supervisor Contractor / all 'workers'	
Working at height- stripping existing tiled roof covering and frame - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old / brittle roofing tiles Increased traffic on roof surface - walking in the middle of battens - Windy and or wet conditions -	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	Identify the risks and plan the task in consultation with the 'workers' Conduct hazardous chemical assessment prior to commencement of the works Appropriate removal procedures to contain dust Provide perimeter guardrail / scaffold / work platform to outer perimeter. Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the removal process Use safety harness	Contractor / all 'workers'	

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Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Electricity			d	n					Regularly monitor for airborne dust/ fibres Controlled removal / disposal of the roofing tiles - provide debris chute Regularly monitor stability of the roof structure / ceiling frame Provide barricade to restrict access to the work area. Provide "Spotter" to stop others entering work area Don't stack / store tiles on roof or on scaffold. Don't remove roofing tiles on wet or windy days.		
									Use of appropriate PPE plan the tasks in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access work areas. Use designated drop areas to restrict traffic across the roof surface		
Carry materials, bearers / joists, sheet flooring 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	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and distance to work area Ensure unobstructed access to site and work areas Ensure openings and voids in floors are fully covered. Use task specific trained 'workers ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary tasks.	Contractor / all 'workers'	
Cutting brickwork with petrol driven	Hearing loss -		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers'	Contractor / all 'workers'	

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saw - Exposure to noise - Exposure to dust -	Inhalation of exhaust fumes/dust - respiratory problems –								Guards to equipment fully operational		
Hazardous chemicals -	Exposure to lead								Monitor the air quality for exhaust fumes / dust		
Biological - Tools and equipment Struck by flying	based paints - Sight damage								Regularly monitor the condition of the 'workers' within the work area		
objects									Adequate ventilation and lighting.		
									Use appropriate PPE.		
									Identify the risks and plan the task in consultation with the 'workers'		
									Assess travel path and distance to work area		
	Inhalation and exposure to fibres /								Ensure unobstructed access to work areas		
Removal of ceiling linings 'that may' be contaminated by lead dust,	dust - respiratory problems Slips, trips and								Conduct hazardous chemical assessment prior to work commencement of the works.		
asbestos cement ACM dust or fibres-	falls through frame								Appropriate removal procedures to contain dust /	Site Supervisor	
Slips, trips, falls and accessibility - Hazardous	Fractures, bruises lacerations and personal injuries		✓			✓		3	fibres Regularly monitor for airborne dust/ fibres	Contractor / all 'workers'	
chemicals - Biological - Manual tasks -	Exposure to ceiling dust - eye and skin irritations - respiratory problems.								Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process		
Proximity to other 'workers' and public	Exposure to lead based paints -								Appropriate warning signage and barricades to restrict access into the work area		
									Remove ceiling sheets with minimal breakage		
									Wet down to minimise dust / fibre release		
									Use appropriate PPE SWMS		
Demolish internal framed walls at	Slips, trips and falls		√		✓			2	Identify the risks and plan the task in consultation with the relevant 'workers'	Supervisor Contractor / all	
ground level -	Electric shock								Tolovalit Workord	'workers'	

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Slips, trips, falls and accessibility -	or electrocution								Assess travel path and distance to work area		
Access ways not clearly defined -	Muscle strain - back injuries and cuts								Ensure unobstructed access to work areas		
Electricity -	Over exertion or repetitive								Regularly monitor stability of the structure		
Exposure to dust -	movements.								Use task specific trained		
Manual tasks - Hazardous	Inhalation and exposure to dust								'workers ensure 'workers' know their responsibility during the work process		
chemicals -	- skin and eye irritations and								,		
Biological -	allergies.								Rotate 'workers' and vary tasks		
Gravity - stability of the structure -	Exposure to lead based paints -								Guards to plant and equipment fully operational		
Proximity to other 'workers'	Injuries due to collapse								Appropriate warning signage and barricades to restrict access into the work area		
									Wet down to minimise dust release		
									Regularly monitor for airborne dust		
									Use appropriate PPE SWMS		
									Identify the risks and plan the task in consultation with the relevant 'workers'		
Carry wall frames, and tools to ground									Assess travel path and distance to work area		
floor work area - Slips, trips, falls and	falls Muscle strain - back injuries and								Ensure unobstructed access to site and work areas	Contractor / all	
accessibility -	cuts Over exertion or		✓			✓		2	Ensure openings and voids in floors are fully covered.	'workers'	
Access ways not clearly defined	repetitive movements								Use task specific trained 'workers'		
Manual tasks									know their responsibility during the work process		
									Rotate 'workers' and vary tasks.		
Carrying and placing floor sheets to ground floor	Slips, trips and falls through open floor joists		√			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers'	Contractor / all	
work areas -	Back injuries - strains and sprains		,			•			Assess travel path and distance to work area	'workers'	

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Slips, trips, falls and accessibility - Manual tasks									Ensure unobstructed access to site and work areas		
									Use planks as temporary work platform		
									Use task specific trained 'workers' and team lifting Ensure 'workers' know their		
									responsibility during the carrying and positioning of the sheets upon the open floor joists		
									Identify the risks and plan the task in consultation with the relevant 'workers'		
Carrying									Assess travel path and distance to work area		
materials, floor timbers / joists /									Ensure unobstructed access to site and work areas		
deep composite beams / joists and sheet flooring up	Slips, trips and								Guardrails to ramp are in place - ramp surface clean and dry.	Site Supervisor Contractor / all	
ramp / scaffold - Slips, trips, falls and accessibility -	falls Back injuries - strains and sprains		✓	✓	✓		2	Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.	'workers'		
Slope of ramp Windy and or wet conditions -									Use task specific trained 'workers' and team lifting ensure team 'workers' know their responsibility during the work process		
Manual tasks									Order timber in short lengths. SWMS		
									Use crane to deliver / position materials to work area		
Positioning floor timbers / joists / composite beams /									Identify the risks and plan the task in consultation with the relevant 'workers'		
joists on to existing walls -	Slips, trips and falls								Assess travel path and distance to work area	Contractor / all 'workers'	
Slips, trips, falls and accessibility - Inadequate fall arrest system / work	Back injuries - strains and sprains		√			✓		2	Use task specific trained 'workers' and team lifting ensure team 'workers' know their responsibility during the work process	WOINGIS	
platform -									Use planks as temporary		

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Windy and or wet conditions - Gravity - overbalancing Manual tasks									work platform. SWMS		
Cutting brickwork / timber frame with power saw - Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological - Tools and equipment Struck by flying	Electric shock or electrocution Hearing loss - Inhalation of dust - respiratory problems - Sight damage		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers' RCD installed on mains supply / portable generator Guards to equipment fully operational Monitor for airborne dust Use task specific trained 'workers'.	Contractor / all 'workers'	
Lifting and 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 appropriate PPE. Identify the risks and plan the task in consultation with the 'workers' Use planks as temporary work platform Use mechanical assistance to position trusses on top of wall plates Use task specific 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 Use crane to deliver / position trusses to top of wall plates / walls	Contractor / all 'workers'	
Fixing of timber barge boards, fascia, eaves, windows and shading devices - Slips, trips, falls and accessibility -	Slips, trips and falls from work platform and accessibility. Fractures, bruises lacerations and personal injuries Back injuries -		√		√			1	Identify the risks and plan the task in consultation with the relevant 'workers' Use task specific trained 'workers' and team lifting Guardrails to scaffold, work platform complete, clean and	Contractor / all 'workers' Site Supervisor	

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Inadequate fall prevention system / work platform - Pitch of roof - roofing material - Windy and or wet conditions - Gravity - overbalancing - Manual tasks	strains and sprains.								Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface Use safety harness when working from roof surface Use of appropriate PPE		
Carry rolls of aluminium breather foil up ramp / scaffold 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	Identify the risks and plan the task in consultation with the relevant 'workers' Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry Use task specific trained 'workers' and team lifting to position and to roll out and fix breather foil Additional 'workers' to assist where required	Contractor / all 'workers'	
Cutting and fixing fibre-cement [FC] sheet eaves 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 Fractures, bruises lacerations and personal injuries Back injuries - strains and sprains Dust inhalation - respiratory problems		\			\		2	Identify the risks and plan the task in consultation with the relevant 'workers' 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 task specific trained 'workers'. Monitor for airborne dust/ fibres Use of appropriate PPE.	Contractor / all 'workers'	
Carry rolls of 'polastic' insulation blanket up ramp /scaffold - fixing of	Slips, trips and falls from ramp or work platform		✓			✓		3	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and	Contractor / all 'workers'	

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battens and insulation - Slips, trips, falls and accessibility - Inadequate fall protection system / work platform - Slope of ramp - Windy and or wet conditions - Manual tasks Exposure to dust - Hazardous chemicals - Biological	Muscle strain - back injuries and cuts Dust inhalation - respiratory problems Eye and skin irritations / allergies								Ensure unobstructed access to work areas Guardrails to ramp are in place - ramp and work platform clean and dry Scaffold guardrails and work platform is complete - use of toe boards /dust screening Provide barricades to restrict access to around / under work areas Team lifting and carrying. Rotate 'workers' and vary tasks Appropriate procedures to contain dust resulting from cutting of the foil backed polystyrene insulation rolls Use appropriate PPE - disposable dust protection. Use task specific trained 'workers' SWMS		
Exposure to polystyrene dust	Eye and skin irritations / allergies		✓			✓		2	Appropriate procedures to contain dust Regularly monitor for airborne dust/ fibres Use appropriate PPE - disposable dust protection Provide Safety Data Sheet. Identify the risks / hazards	Contractor / all 'workers'	
Use of gap filling flexible fillers / sealants - Hazardous chemicals Biological	Inhalation of fumes - respiratory problems. Eye and skin irritations/ allergies	✓			√		3	✓	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'.	Contractor / all 'workers'	

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									Use appropriate PPE. Provide SDS.		
Working at height - from roof surface to install skylight / sky tube assemblies - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof and roofing material - Gravity - overbalancing - Windy and or wet conditions	Slips, trips and falls from scaffold or roof surface - Fractures, bruises lacerations and personal injuries		✓			✓		3	Identify the risks and plan the tasks in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access to work area. Scaffold guard rails and work platform is complete - clean and dry Perimeter and edge protection / catch scaffold in place when working from roof surface. Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work / removal process Use safety harness when working from roof surface - use task specific trained 'workers' Wear appropriate footwear.	Site Supervisor / Contractor / all 'workers'	
Lifting and placing external staircase - Slips, trips, falls and accessibility - Access ways not clearly defined - Manual tasks	Slips, trips and falls Back injuries - strains and sprains.		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and distance to work area Ensure unobstructed access work areas. Use task specific trained 'workers' and team lifting ensure team 'workers' know their responsibility during the lifting and positioning task Extra 'workers' on hand to assist when required. SWMS	Contractor / all 'workers'	
Ladder access	Fall from ladder		√		√			1	Identify the risks and plan the task in consultation with the	Contractor / all 'workers'	

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to work areas - Slips, trips, falls and accessibility - Gravity - overbalancing	Fractures, bruises lacerations and personal injuries								'workers' Use task specific trained 'workers'. Use approved ladder.		
Work from extension ladder - Slips, trips, falls and accessibility - Inadequate work platform - Windy and or wet conditions - Gravity - overbalancing	Fall from ladder Fractures, bruises lacerations and personal injuries		✓		✓			3	Limit the use of ladders. Identify the risks and plan the tasks in consultation with the 'workers' Use scaffold as working platform. Ensure ladder is 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. Limit the use of ladders	Contractor / all 'workers'	
Use of electrical powered / battery operated 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	Identify the risks and plan the task in consultation with the relevant 'workers' RCD installed on mains supply / portable generator Guards to equipment fully operational Protect power lead from damage - power saw blade / sharp edges / vehicular traffic Use stands and hooks for leads in trafficable areas Use task specific trained 'workers' and rotate tasks Adequate light and ventilation Regularly monitor for airborne dust/ fibres	Contractor / all 'workers'	
Use of pneumatic operated tools and equipment -	Impact injury from projectiles Hearing loss Inhalation of dust - respiratory		✓			✓		2	Use of appropriate PPE. Identify the risks and plan the task in consultation with the 'workers' Appropriate warning signage and barricades to restrict access into the work area	Contractor / all 'workers'	

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Job Step / Hazard	Potential Harm	Likely	Possible	Unlikely	Major	Severe	Minor	Priority	Possible Controls	Responsible Person/s	Date
Exposure to noise - Exposure to dust - Hazardous chemicals Biological -	problems. Eye and skin irritations / allergies -								Ensure unobstructed access work areas Regularly monitor that air		
Plant / equipment	Sight damage								hoses are securely engaged and not damaged		
									Guards to tools fully operational		
									Protect air line from damage - power saw blade / sharp edges / vehicular traffic		
									Use of appropriate PPE. Use task specific trained		
									'workers'.		
Carrying vanity									Identify the risks and plan the task in consultation with the relevant 'workers'		
unit & laundry cabinet to ground floor work area -	Slips, trips and								Assess travel path and distance to work area		
Slips, trips, falls and accessibility -	falls Back injuries - strains and sprains		✓			✓		2	Ensure unobstructed access work area Ensure openings and voids	Contractor / all 'workers'	
Access ways not clearly defined -	strains and sprains								in floors are fully covered.		
Manual tasks									Use task specific trained and experienced 'workers' and team lifting		
									Identify the risks and plan the task in consultation with the relevant 'workers'		
Cutting chemically treated timber, pine and particleboard /	Harden Iva								RCD installed on mains supply / portable generator		
MDF sheets - Exposure to noise - Exposure to dust -	Hearing loss Inhalation of dust - respiratory problems		✓			✓		2	Guards to plant and equipment fully operational. Regularly monitor for airborne dust/ fibres	Contractor / all 'workers'	
Hazardous chemicals - Biological	Sight damage								Train 'workers' in the safe handling and cutting of hazardous materials		
Equipment									Monitor for airborne dust/ fibres		
									Adequate ventilation		

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									Use of appropriate PPE		
									Provide SDS for product.		
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 building waste and rubbish in the designated waste area / skip bin Leave site / work areas 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:	Jan Sprain
	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:		