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**TRADE: CARPENTER**

<b>Job No:</b>	<b>7700/15</b>	<b>Client:</b>	<b>KING &amp; LYONS</b>
<b>Address:</b>	13 Fourth Avenue, Lane Cove NSW 2066	<b>Supervisor:</b>	Matt Saunders

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

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

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

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

**Note 5:** Review of Control Measures - *If there are any tasks that may be included by way of variation to the plans or an alternative approach to the set task, it is a requirement to carry out a "Specific Risk Assessment" for the task or tasks.*

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Access to site / work areas -  Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		3	Assess travel path and distance to work area  Ensure unobstructed access to site and work areas	Site Supervisor / all 'workers'	
Stored materials -  Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to work areas.  Provide and maintain barricades to isolate material and to restrict access  Provide designated waste areas.	Site Supervisor / all 'workers'	
Manual tasks	Muscle strain - back injuries and cuts  Over exertion or repetitive movements		✓			✓		2	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 [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 Plant / equipment	Hearing damage		✓			✓		2	<p>Isolate plant and equipment</p> <p>Use appropriate PPE</p>	All 'workers'	
Exposure to dust / fibres / chemical vapours -  Hazardous chemicals - Biological -	<p>Dust / fibres inhalation - respiratory problems</p> <p>Skin and eye allergies/ irritations.</p>		✓			✓		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 lead based paints - Hazardous chemicals - Biological	<p>Dust inhalation - respiratory problems</p> <p>Skin and eye allergies/ irritations.</p>		✓			✓		2	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Apply appropriate procedures necessary to contain dust / flaking paint surfaces.</p> <p>Use appropriate PPE -</p>	Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									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 - insulation to old wiring frayed or brittle [conduit] or easily damaged - water pipe electrified Gas - Hazardous chemical Biological	Electric shock or electrocution  Gas service - explosion  Inhalation and exposure to hazardous chemicals.		✓			✓		3	Isolate / relocate electrical supply / wiring.  RCD installed on mains supply / portable generator  Isolate / relocate gas supply	Site Supervisor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
<p>Access to and work in confined space - under floor</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Ergonomic</p>	<p>Dust and chemical exposure - respiratory problems</p> <p>Skin and eye irritations / allergies</p> <p>'Worker' trapped in confined space</p> <p>Dehydration</p>		✓			✓		3	<p>Identify the risks / hazards and plan the task in consultation with the 'workers'</p> <p>Use task specific trained, experienced 'workers' and rotate 'workers'.</p> <p>Train 'workers' in safe working in confined spaces.</p> <p>Use of appropriate PPE</p> <p>Monitor the air quality for chemical vapours</p> <p>Regularly monitor the condition of the 'workers' within the work area</p> <p>Adequate fluid intake.</p> <p>Adequate ventilation and lighting.</p>	Contractor / all 'workers'	
<p>General working at height - [over 2.0m]</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Old brittle / corroded roofing material /skylight/s</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>Fall from roof edge/ work platform/ through roof or roof framing</p> <p>Fractures, bruises lacerations and personal injuries</p>		✓		✓			1	<p>Identify the risks and plan the tasks in consultation with the 'workers'</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>	<p>Site Supervisor</p> <p>Contractor / all 'workers'</p>	
<p>Working at height-stripping existing tiled roof covering and frame -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system /</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</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>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
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<p>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>object.</p> <p>Exposure to ceiling dust and insulation fibres - respiratory problems.</p> <p>Electric shock or electrocution</p>								<p>Provide perimeter guardrail / scaffold / work platform to outer perimeter.</p> <p>Use task specific trained / experienced '<i>workers</i>' in safe working at heights - ensure '<i>workers</i>' 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> <p>Provide "Spotter" to stop <i>others</i> entering work area</p> <p>Don't stack / store tiles on roof or on scaffold.</p> <p>Don't remove roofing tiles on wet or windy days.</p> <p>Use of appropriate PPE plan the tasks in consultation with the '<i>workers</i>'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access work areas.</p> <p>Use designated drop areas to restrict traffic across the roof surface</p>		
<p>Working at height-stripping existing sheet metal roof covering and frame</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Old / corroded roofing material or brittle skylight/s</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</p>		✓			✓		2	<p>Identify the risks and plan the task in consultation with the '<i>workers</i>'</p> <p>Conduct hazardous chemical assessment prior to commencement of the works</p> <p>Appropriate removal procedures to contain dust / fibres.</p> <p>Regularly monitor for airborne dust/ fibres</p> <p>Scaffold / work platform to outer perimeter.</p>	Contractor / all ' <i>workers</i> '	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
<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>problems.</p> <p>Electric shock or electrocution</p>								<p>Provide perimeter guardrail / catch scaffold to roof surface.</p> <p>Use safety harness</p> <p>Controlled lowering of sheet metal roofing</p> <p>Regularly monitor stability of the roof structure / ceiling frame</p> <p>Provide barricade to restrict access to the work area.</p> <p>Provide "Spotter" to stop <i>others</i> entering work area</p> <p>Don't stack materials on roof or on scaffold.</p> <p>Use trained / experienced '<i>workers</i>' in safe working at heights - ensure '<i>workers</i>' know their responsibility during the removal process</p> <p>Don't remove sheet metal roofing on wet or windy days.</p> <p>Use of appropriate PPE</p>		
<p>Removal of eave and porch soffits '<i>that may</i>' contain asbestos cement [ACM] -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Windy and or wet conditions -</p> <p>Brittle roofing material / skylight/s</p> <p>Walking on brittle roofing material - walking in the middle of roofing battens</p> <p>Gravity - overbalancing -</p> <p>Hazardous chemicals -</p> <p>Biological -</p>	<p>Inhalation and exposure to ACM fibres / dust - respiratory problems</p> <p>Slips, trips and falls from work platform / through frame</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Exposure to ceiling dust - eye and skin irritations - respiratory problems.</p>		✓			✓		3	<p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to work areas</p> <p>Identify the risks and plan the task in consultation with the relevant '<i>workers</i>'</p> <p>Conduct hazardous chemical assessment prior to commencement of the works</p> <p>Adequate consultation with relevant "<i>workers</i>"</p> <p>Appropriate removal procedures to contain dust / fibres.</p> <p>Regularly monitor for airborne dust/ fibres</p> <p>Use task specific trained / experienced '<i>workers</i>' - ensure '<i>workers</i>' know their responsibility during the work / removal process</p> <p>Appropriate warning signage and barricades to restrict</p>	<p>Site Supervisor</p> <p>Contractor / all '<i>workers</i>'</p>	

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Manual tasks -  Proximity to other 'workers' and public									access into the work area.  Remove eave soffits with minimal breakage  Wet down to minimise dust / fibre release.  Seal residues of ACM that cannot be removed from timber framed members  Wrap all removed material in heavy duty plastic sheeting and seal.  Use appropriate PPE SWMS		
Removal of disused ceiling mount hot water unit 'that may' contain asbestos cement [ACM] 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  Identify the risks and plan the task in consultation with the 'workers'  Conduct hazardous chemical assessment prior to commencement of the works  Use planks as temporary work platform  Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process  Appropriate warning signage and barricades to restrict access into the work area  Regularly monitor airborne dust/ fibres  Use appropriate PPE	Site Supervisor  Contractor / all 'workers'	
Removal of wall cladding 'that may' contain asbestos cement [ACM] -  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Windy and or wet conditions -	Inhalation and exposure to ACM fibres / dust - respiratory problems  Exposure to lead based paints -  Slips, trips and falls from work platform / through frame  Fractures, bruises		✓			✓		3	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 work areas.  Conduct hazardous chemical assessment prior to commencement of the works  Appropriate removal	Site Supervisor  Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Proximity to other 'workers' and public	lacerations and personal injuries  Exposure to ceiling dust - eye and skin irritations - respiratory problems.								procedures to contain dust / fibres.  Regularly monitor for airborne dust/ fibres  Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process  Appropriate warning signage and barricades to restrict access into the work area.  Remove wall / gable cladding with minimal breakage  Wet down to minimise dust / fibre release  Seal residues of ACM / FC that cannot be removed from timber framed members  Wrap all removed material in heavy duty plastic sheeting and seal  Use appropriate PPE SWMS		
Carry and install tarpaulins to exposed roof space -  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Windy and or wet conditions - Gravity - overbalancing - Manual tasks	Slips, trips and falls  Back injuries - strains and sprains  Struck by flying object		✓		✓			1	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 area  Use task specific trained 'workers' and team lifting to position tarp.  Additional 'workers' to assist where required  Ensure team 'workers' know their responsibility during the positioning of the tarp  Ensure all tarps are securely tied down and not weighted with tiles	Contractor / all 'workers'	
Carry materials, bearers / joists, sheet flooring and tools to ground floor work areas -  Slips, trips, falls and accessibility -	Slips, trips and falls  Muscle strain - back injuries and cuts  Over exertion or		✓		✓			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	Contractor / all 'workers'	



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		Likely	Possible	Unlikely	Major	Severe	Minor				
Access ways not clearly defined  Manual tasks	repetitive movements								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.		
Hand demolish rendered brickwork at 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.  Exposure to lead based paints -  Injuries due to collapse		✓			✓		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 work areas  Ensure openings and voids in floors are fully covered.  Regularly monitor stability of the structure  Use task specific 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'	
Cutting brickwork with petrol driven saw -  Exposure to noise -  Exposure to dust -  Hazardous chemicals -  Biological -  Tools and equipment  Struck by flying objects	Hearing loss -  Inhalation of exhaust fumes/dust - respiratory problems -  Exposure to lead based paints -  Sight damage		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers'  Guards to equipment fully operational  Monitor the air quality for exhaust fumes / dust  Regularly monitor the condition of the 'workers' within the work area	Contractor / all 'workers'	

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									Adequate ventilation and lighting. Use appropriate PPE.		
<p>Removal of ceiling linings <i>'that may'</i> be contaminated by lead dust, asbestos cement ACM dust or fibres-</p> <p>Slips, trips, falls and accessibility -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Manual tasks -</p> <p>Proximity to other <i>'workers'</i> and public</p>	<p>Inhalation and exposure to fibres / dust - respiratory problems</p> <p>Slips, trips and falls through frame</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Exposure to ceiling dust - eye and skin irritations - respiratory problems.</p> <p>Exposure to lead based paints -</p>		✓			✓		3	<p>Identify the risks and plan the task in consultation with the <i>'workers'</i></p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to work areas</p> <p>Conduct hazardous chemical assessment prior to work commencement of the works.</p> <p>Appropriate removal procedures to contain dust / fibres</p> <p>Regularly monitor for airborne dust/ fibres</p> <p>Use task specific trained / experienced <i>'workers'</i> - ensure <i>'workers'</i> know their responsibility during the work / removal process</p> <p>Appropriate warning signage and barricades to restrict access into the work area</p> <p>Remove ceiling sheets with minimal breakage</p> <p>Wet down to minimise dust / fibre release</p> <p>Use appropriate PPE SWMS</p>	<p>Site Supervisor</p> <p>Contractor / all <i>'workers'</i></p>	
<p>Removal of internal wall / ceiling linings <i>'that may'</i> contain asbestos cement [ACM] -</p> <p>Slips, trips, falls and accessibility -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Manual tasks -</p> <p>Proximity to other <i>'workers'</i> and public</p>	<p>Inhalation and exposure to ACM fibres / dust - respiratory problems</p> <p>Slips, trips and falls through frame</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Exposure to ceiling dust - eye and skin irritations - respiratory problems.</p>		✓			✓		3	<p>Identify the risks and plan the task in consultation with the <i>'workers'</i></p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to work areas</p> <p>Conduct hazardous chemical assessment prior to work commencement of the works.</p> <p>Appropriate removal procedures to contain dust / fibres</p>	<p>Site Supervisor</p> <p>Contractor / all <i>'workers'</i></p>	

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	Exposure to lead based paints -								<p>Regularly monitor for airborne dust/ fibres</p> <p>Use task specific trained / experienced '<i>workers</i>' - ensure '<i>workers</i>' know their responsibility during the work / removal process</p> <p>Appropriate warning signage and barricades to restrict access into the work area</p> <p>Remove wall / ceiling sheets with minimal breakage</p> <p>Wet down to minimise dust / fibre release</p> <p>Seal residues of ACM that cannot be removed from timber framed members</p> <p>Wrap all removed material in heavy duty plastic sheeting and seal</p> <p>Use appropriate PPE</p> <p>SWMS</p>		
<p>Carry wall frames, and tools to ground floor work area -</p> <p>Slips, trips, falls and accessibility -</p> <p>Access ways not clearly defined</p> <p>Manual tasks</p>	<p>Slips, trips and falls</p> <p>Muscle strain - back injuries and cuts</p> <p>Over exertion or repetitive movements</p>		✓			✓		2	<p>Identify the risks and plan the task in consultation with the relevant '<i>workers</i>'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to site and work areas</p> <p>Ensure openings and voids in floors are fully covered.</p> <p>Use task specific trained '<i>workers</i>.- ensure '<i>workers</i>' know their responsibility during the work process</p> <p>Rotate '<i>workers</i>' and vary tasks.</p>	Contractor / all ' <i>workers</i> '	
<p>Carrying and placing floor sheets to ground floor work areas -</p> <p>Slips, trips, falls and accessibility -</p> <p>Manual tasks</p>	<p>Slips, trips and falls through open floor joists</p> <p>Back injuries - strains and sprains</p>		✓			✓		2	<p>Identify the risks and plan the task in consultation with the relevant '<i>workers</i>'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to site and work areas</p> <p>Use planks as temporary work platform</p> <p>Use task specific trained '<i>workers</i>' and team lifting</p> <p>Ensure '<i>workers</i>' know their</p>	Contractor / all ' <i>workers</i> '	

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

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		Likely	Possible	Unlikely	Major	Severe	Minor				
<p>Access ways not clearly defined -</p> <p>Windy and or wet conditions -</p> <p>Manual tasks</p>	or scaffolding								<p>Ensure unobstructed access to site and work areas</p> <p>Guardrails to ramp are in place - ramp surface clean and dry.</p> <p>Ramp adequate to carry combined load of men and material</p> <p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.</p> <p>Where practicable use mechanical means [crane]to lift and position beams and posts</p> <p>Use task specific trained 'workers' and team lifting - additional 'workers' to assist-</p> <p>Ensure 'workers' know their responsibility during the carrying and positioning of the structural steel beam / post</p> <p>Use short beams where possible</p> <p>SWMS</p> <p>Use crane to deliver and position structural steel components to work area</p>		
<p>Carrying and placing floor sheets to first floor work areas -</p> <p>Slips, trips, falls and accessibility -</p> <p>Manual tasks</p>	<p>Slips, trips and falls through open floor joists</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 to site and work areas</p> <p>Use planks as temporary work platform</p> <p>Use task specific trained 'workers' and team lifting</p> <p>Ensure 'workers' know their responsibility during the carrying and positioning of the sheets upon the open floor joists</p>	Contractor / all 'workers'	
<p>Carry rolls of poly-fabric up ramp /scaffold and install to cover first floor platform -</p>	<p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p>		✓		✓			1	<p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access work area</p> <p>Use task specific trained</p>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Slips, trips, falls and accessibility -  Windy and or wet conditions -  Gravity - overbalancing-  Manual tasks									'workers' and team lifting to position and to roll out the poly-fabric		
Carrying frames up ramp / scaffold  Slips, trips, falls and accessibility -  Slope of ramp -  Windy and or wet conditions -  Manual tasks	Slips, trips and falls.  Back injuries - strains and sprains		✓			✓		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>Guardrails to ramp are in place - ramp surface clean and dry.</p> <p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry</p> <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>	Contractor  Contractor / all 'workers'	
Cutting brickwork / timber frame with power saw - Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological -	Electric shock or electrocution  Hearing loss -  Inhalation of dust - respiratory problems -  Sight damage		✓			✓		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>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Tools and equipment Struck by flying objects									Use task specific trained 'workers'.  Use appropriate PPE.		
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	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'	
Lifting large strutting and hanging beams onto top wall plate  Slips, trips, falls and accessibility -  Inadequate work platform -  Windy and or wet conditions - 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 area.  Use planks as temporary work platform  Use mechanical assistance where practical to lift and position  Use task specific trained 'workers' and team lifting - additional 'workers' to assist.- ensure team 'workers' know their responsibility during the work task  Use crane to deliver materials to top of wall plates / walls	Contractor / all 'workers'  Site Supervisor	
Fixing of eaves and windows -  Slips, trips, falls and accessibility -	Slips, trips and falls from work platform and accessibility.  Fractures, bruises		✓		✓			1	Identify the risks and plan the task in consultation with the relevant 'workers'  Use task specific trained	Contractor / all 'workers'  Site Supervisor	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
<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>lacerations and personal injuries</p> <p>Back injuries - strains and sprains.</p>								<p>'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>Carry rolls of aluminium breather foil up ramp / scaffold to wrap first floor frame -</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>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry</p> <p>Use task specific trained 'workers' and team lifting to position and to roll out and fix breather foil</p> <p>Additional 'workers' to assist where required</p>	Contractor / all 'workers'	
<p>Cutting and fixing fibre-cement [FC] sheet eaves -</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</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Back injuries - strains and sprains</p> <p>Dust inhalation - respiratory problems</p>		✓		✓			2	<p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry</p> <p>Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface</p> <p>Use task specific trained 'workers'.</p> <p>Monitor for airborne dust/ fibres.</p> <p>Don't use step ladder to gain extra height from scaffold work platform.</p> <p>Use of appropriate PPE.</p>	Contractor / all 'workers'	
<p>Carry rolls of 'polastic' insulation blanket up ramp /scaffold - fixing of battens and insulation -</p>	<p>Slips, trips and falls from ramp or work platform</p> <p>Muscle strain - back injuries and cuts</p>		✓		✓			3	<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>	Contractor / all 'workers'	



Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
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	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.	Contractor / all 'workers'	
Cutting and fixing fibre- cement [FC] weatherboard cladding - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof - roofing material - Windy and or wet conditions - Gravity - overbalancing -	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. Don't use step ladder to gain extra height from scaffold work platform.	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Manual tasks									Use of appropriate PPE.		
Use of gap filling flexible fillers / sealants - Hazardous chemicals Biological	Inhalation of fumes - respiratory problems. Eye and skin irritations/ allergies	✓			✓		3	✓	Identify the risks / hazards and plan the task in consultation with the 'workers' Avoid contact with skin and eyes. Monitor air quality for chemical vapours Use task specific trained 'workers'. Use appropriate PPE. Provide SDS.	Contractor / all 'workers'	
Carry packs of 'Soundscreen' mineral wool batt acoustic insulation to work areas and install 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	Slips, trips and falls from ramp or work platform Muscle strain - back injuries and cuts Dust inhalation - respiratory problems Eye and skin irritations / allergies		✓			✓		3	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 work areas Guardrails to ramp are in place - ramp and work platform clean and dry Scaffold guardrails and work platform is complete Provide barricades to restrict access to around / under work areas Team lifting and carrying. Rotate 'workers' and vary tasks Appropriate procedures to contain dust / fibres resulting from cutting of the mineral wool batts Use appropriate PPE - disposable dust protection. Use task specific trained 'workers' SWMS	Contractor / all 'workers'	
Working at height - from roof surface to install assemblies -	Slips, trips and falls from scaffold or roof surface - Fractures, bruises		✓			✓		3	Identify the risks and plan the tasks in consultation with the 'workers' Assess travel path and	Site Supervisor / Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
<p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Pitch of roof and roofing material -</p> <p>Gravity - overbalancing -</p> <p>Windy and or wet conditions</p>	lacerations and personal injuries								<p>distance to work area</p> <p>Ensure unobstructed access to work area.</p> <p>Scaffold guard rails and work platform is complete - clean and dry</p> <p>Perimeter and edge protection / catch scaffold in place when working from roof surface.</p> <p>Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work / removal process</p> <p>Use safety harness when working from roof surface - use task specific trained 'workers'</p> <p>Wear appropriate footwear.</p>		
<p>Lifting and placing external staircase -</p> <p>Slips, trips, falls and accessibility -</p> <p>Access ways not clearly defined -</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 areas.</p> <p>Use task specific trained 'workers' and team lifting - ensure team 'workers' know their responsibility during the lifting and positioning task</p> <p>Extra 'workers' on hand to assist when required.</p> <p>SWMS</p>	Contractor / all 'workers'	
<p>Stairwell opening - roughed-in stair no guardrail -</p> <p>Slips, trips, falls and accessibility -</p> <p>Gravity - overbalancing</p>	<p>Falls through open stairwell</p> <p>Fractures, bruises lacerations and personal injuries</p>		✓		✓			1	<p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Prevent access to opening</p> <p>Provide guardrail / edge protection to stairwell void</p> <p>Cover stairwell with temporary sheeting / scaffold</p>	<p>Contractor / all 'workers'</p> <p>Staircase Installer</p>	
Ladder access to work areas -	<p>Fall from ladder</p> <p>Fractures, bruises lacerations and</p>		✓		✓			1	<p>Identify the risks and plan the task in consultation with the 'workers'</p>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Slips, trips, falls and accessibility -  Gravity - overbalancing	personal injuries								Use task specific trained 'workers'.  Use approved ladder.  Limit the use of ladders.		
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	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  Use of appropriate PPE.	Contractor / all 'workers'	
Use of pneumatic operated tools and equipment -  Compressed air - Exposure to noise - Exposure to dust - Hazardous chemicals Biological - Plant / equipment	Impact injury from projectiles  Hearing loss  Inhalation of dust - respiratory problems.  Eye and skin irritations / allergies -		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers'  Appropriate warning signage and barricades to restrict access into the work area  Ensure unobstructed access work areas  Regularly monitor that air hoses are securely engaged	Contractor / all 'workers'	

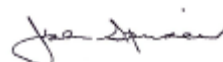
Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
	Sight damage								and not damaged  Guards to tools fully operational  Protect air line from damage - power saw blade / sharp edges / vehicular traffic  Use of appropriate PPE.  Use task specific trained 'workers'.		
Carrying vanity units and laundry cabinet to ground floor work area -  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 area  Ensure openings and voids in floors are fully covered.  Use task specific trained and experienced 'workers' and team lifting	Contractor / all 'workers'	
Carrying vanity units and bath up ramp / scaffold or up stairs -  Slips, trips, falls and accessibility -  Slope of ramp -  Windy and or wet conditions -  Manual tasks	Slips, trips, falls and accessibility.  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  Guardrails to ramp are in place. Ramp surface clean and dry.  Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry  Use task specific trained 'workers' and team lifting.	Contractor  Contractor / all 'workers'	
Building in bath - Manual tasks	Back injuries - strains and sprains		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers'  Use trained and experienced 'workers' and team lifting	Carpenter / Plumber	
Cutting chemically treated timber, pine and particleboard / MDF sheets -	Hearing loss  Inhalation of dust – respiratory problems		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers'  RCD installed on mains supply	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Equipment	Sight damage								/ portable generator  Guards to plant and equipment fully operational. Regularly monitor for airborne dust/ fibres  Train 'workers' in the safe handling and cutting of hazardous materials  Monitor for airborne dust/ fibres  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 -	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:



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: