

Date:		New	✓	Revised		Page	
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**TRADE: ROOF VENTILATOR INSTALLER**

<b>Job No:</b>	<b>7636/15</b>	<b>Client:</b>	<b>DOWE</b>
<b>Address:</b>	5 Bel-Hilton Parade, West Gosford NSW 2250	<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 material data sheet recommendations and also complies with the requirements of WHS Regulation 2011 Chapter 3 - Part 3.2

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

**Note 4:** Review of Control Measures - *If there are any tasks that may be included by way of variation to the plans or an alternative approach to the set task, it is a requirement to carry out a "specific Risk Assessment" for the task or tasks.*

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Access to site / work areas - Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		3	Assess travel path and distance to work area  Ensure unobstructed access to site and work areas.	Site Supervisor / all 'workers'	
Stored materials -  Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to work areas.  Provide and maintain barricades to isolate material and to restrict access.  Provide designated waste areas	Site Supervisor / all 'workers'	
Manual tasks	Muscle strain - back injuries and cuts  Over exertion or repetitive movements		✓			✓		2	Identify the risks and plan the tasks in consultation with the 'workers' Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks	Contractor / all 'workers'	
Exposure to noise Plant / equipment	Hearing damage		✓			✓		2	Isolate plant and equipment Use appropriate PPE	All 'workers'	
Exposure to UV	Skin cancer / sun		✓			✓		2	Reduce exposure where	Contractor / all	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
light / weather -  UV light - glare  Extreme temperatures	burn -  Dehydration - heat stroke or fatigue  Sight damage								possible.  Monitor 'workers' condition  Adequate fluid intake  Use appropriate sun screen. Wear appropriate PPE.	'workers'	
Contact with o/head electrical services / point of attachment - Power lines not isolated, covered or enclosed - Working to close to electrical supply - Strong winds causing power lines to swing close to work area - Wet conditions making 'tiger tails' ineffective	Electric shock or electrocution		✓			✓		3	Identify that the electrical service is isolated prior to work commencing.  Provide 'tiger tails' [insulation] - adequately boxed adjacent to scaffold - extended an appropriate distance past the boundary	Licensed Electrical Contractor or Approved person  Site Supervisor  Contractor / all 'workers'	
Carry materials/ components and tools up ramp / scaffold / roof surface -  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Windy and or wet conditions -  Slope of ramp -  Pitch of roof and roofing material -  Manual tasks	Slips, trips and falls from ramp / scaffold or roof surface  Muscle strain - back injuries and cuts		✓			✓		2	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. Guardrails to ramp are in place - ramp surface clean and dry. Scaffold guardrails and work platform is complete - clean and dry  Perimeter and edge protection / catch scaffold in place when accessing roof surface.  Use task specific trained 'workers'.  Rotate 'workers' and vary tasks Use safety harness when	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
									working from roof surface.  SWMS		
<p>Working at height - from roof surface</p> <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>	<p>Slips, trips and falls from scaffold or roof surface -</p> <p>Fractures, bruises lacerations and personal injuries</p>		✓			✓		3	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Assess travel path and 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 'workers' - train 'workers' in safe working at heights.</p> <p>Use safety harness when working from roof surface - use task specific trained 'workers'</p> <p>Wear appropriate footwear.</p>	<p>Site Supervisor / Contractor / all 'workers'</p>	
<p>Ladder access of work areas -</p> <p>Slips, trips, falls and accessibility -</p> <p>Gravity - overbalancing</p>	<p>Fall from ladder.</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>Ensure unobstructed access to work area.</p> <p>Use task specific trained 'workers'.</p> <p>Use approved ladders.</p> <p>Limit the use of ladders</p>	<p>Contractor / all 'workers'</p>	
<p>Use of electrical powered / battery operated tools -</p> <p>Electricity -</p> <p>Exposure to noise -</p>	<p>Electric shock or electrocution</p> <p>Hearing loss</p> <p>Inhalation of dust - respiratory</p>		✓			✓		2	<p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Protect power lead from damage - sharp edges / vehicular traffic</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				
Exposure to dust - Hazardous chemicals - Biological - Plant / equipment	problems. Eye and skin irritations / allergies - Sight damage								Guards to power tools fully operational.  Monitor for airborne dust/ fibres  Adequate ventilation and lighting  Use of appropriate PPE.  Use task specific trained 'workers'.		
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 associated installation waste and rubbish in the designated waste area / skip bin  Leave site / work area 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: