

## SITE SPECIFIC Risk Assessment

Date:		New	✓	Revised		Page	
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### TRADE: CARPENTER

<b>Job No:</b>	<b>7588/14</b>	<b>Client:</b>	<b>GRIGG</b>
<b>Address:</b>	3 Swales Place, Colyton NSW 2760	<b>Supervisor:</b>	JOHN WALTON

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

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

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

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

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Access to site / work areas -  Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		3	Assess travel path and distance to work area  Ensure unobstructed access to site and work areas.	Site Supervisor / all 'workers'	
Stored materials -  Slips, trips, falls and accessibility -  Access ways not clearly defined	Slips, trips and falls		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to work areas.  Provide and maintain barricades to isolate material and to restrict access.  Provide designated waste areas.	Site Supervisor / all 'workers'	
Manual tasks	Muscle strain - back injuries and cuts  Over exertion or repetitive movements		✓			✓		2	Assess travel path and distance to work area  Use mechanical assistance where practicable - provide training in the use of the equipment  Identify the risks and plan the	Contractor / all 'workers'	

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									<p>task in consultation with the <i>'workers'</i></p> <p>Ensure one person is appointed to plan and take charge of the task</p> <p>Plan the task in stages - e.g. ensure grip is secure - lift to waist height - place support under load - team <i>'workers'</i> to re-group then lift load into position</p> <p>Use trained <i>'workers'</i> and team lifting - rotate <i>'workers'</i> and vary tasks.</p> <p>Ensure enough space is available for the team <i>'workers'</i> to safely manoeuvre as a group.</p> <p>Where possible, use team <i>'workers'</i> of a similar height and capability</p> <p>Provide additional team <i>'workers'</i> to assist that are proportional to the weight and difficulty of the task</p> <p>Ensure load is shared evenly</p> <p>Ensure team <i>'workers'</i> 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 <i>'workers'</i>	
Exposure to UV light / weather -  UV light - glare  Extreme temperatures	<p>Skin cancer / sun burn -</p> <p>Dehydration - heat stroke or fatigue</p> <p>Sight damage</p>		✓			✓		2	<p>Reduce exposure where possible.</p> <p>Monitor <i>'workers'</i> condition</p> <p>Adequate fluid intake</p> <p>Use appropriate sun screen.</p> <p>Wear appropriate PPE.</p>	Contractor / all <i>'workers'</i>	
Protection of other <i>'workers'</i> and the public -  Slips, trips, falls and accessibility -	<p>Slips, trips and falls</p> <p>Wind- borne dust / fibres</p> <p>Struck by falling objects</p>		✓			✓		2	<p>Provide barricades to materials stored on footpath</p> <p>Provide and maintain barricades to isolate and to restrict access to work areas.</p>	<p>Site Supervisor</p> <p>Contractor / all <i>'workers'</i></p>	

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Access ways not clearly defined -  Hazardous chemicals - Biological									Use of shade cloth around work area.  Wet down dust.  Provide "Spotter" to stop <i>others</i> entering work area		
Working at height - [over 3m]  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Old roofing material or skylight/s - brittle  Increased traffic on roof surface - walking in the middle of battens -  Gravity - overbalancing  Windy and or wet conditions	Fall from roof edge/ work platform/ through roof or roof framing  Fractures, bruises lacerations and personal injuries		✓		✓			1	Assess travel path to work area  Ensure unobstructed access to work areas.  Provide guardrails, perimeter edge protection / catch scaffold.  Scaffold / work platform to outer perimeter.  Use trained / experienced <i>'workers'</i> .  SWMS	Site Supervisor  Contractor / all <i>'workers'</i>	
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 <i>'workers'</i>	
Stripping existing roof covering and frame -  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Old roofing material	Slips, trips and falls from work platform.  Fractures, bruises lacerations and personal injuries / cuts and abrasions.  Struck by falling object.		✓			✓		2	Conduct hazardous chemical assessment prior to work commencement of works.  Adequate consultation with relevant <i>"workers"</i>  Appropriate removal procedures to contain dust / fibres.	Contractor / all <i>'workers'</i>	

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- brittle  Increased traffic on roof surface - walking in the middle of battens -  Windy and or wet conditions -  Gravity - overbalancing -  Hazardous chemicals -  Biological -  Manual tasks -  Electricity	Exposure to ceiling dust and insulation fibres - respiratory problems.  Electric shock or electrocution								Provide debris chute.  Controlled lowering of tiles  Provide barricade to restrict access to the work area.  Provide "Spotter" to stop others entering work area  Don't stack materials on roof or on scaffold.  Use trained 'workers.- ensure 'workers' know their responsibility during the work process  Don't remove tiles on windy days.  Use of appropriate PPE		
Carry materials and tools to ground floor work areas -  Slips, trips, falls and accessibility -  Access ways not clearly defined  Manual tasks	Slips, trips and falls Muscle strain - back injuries and cuts  Over exertion or repetitive movements		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to site and work areas.  Use trained 'workers.- ensure 'workers' know their responsibility during the work process  Rotate 'workers' and vary tasks.	Contractor / all 'workers'	
Demolish internal framed walls - ground level -  Slips, trips, falls and accessibility -  Access ways not clearly defined -  Electricity -  Exposure to dust -  Manual tasks -  Hazardous chemicals -  Biological -  Gravity - stability of the structure -	Slips, trips and falls  Electric shock or electrocution  Muscle strain - back injuries and cuts  Over exertion or repetitive movements.  Inhalation and exposure to dust - skin and eye irritations and allergies.  Injuries due to collapse		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to work areas.  Use trained 'workers.- ensure 'workers' know their responsibility during the work process  Rotate 'workers' and vary tasks  Guards to plant and equipment fully operational  Appropriate warning signage and barricades to restrict access into the work area.  Wet down to minimise dust release.  Regularly monitor airborne	Supervisor  Contractor / all 'workers'	

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Proximity to other 'workers'									dust  Use appropriate PPE SWMS		
Carrying materials / floor timbers / joists 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	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 trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process  Order timber in short lengths. SWMS	Site Supervisor  Contractor / all 'workers'	
Positioning floor timbers / joists on existing wall frames -  Slips, trips, falls and accessibility –  Inadequate fall arrest system / work platform –  Windy and or wet conditions -  Gravity - overbalancing  Manual tasks	Slips, trips and falls  Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area  Use trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process  Use planks as temporary work platform.  SWMS	Contractor / all 'workers'	
Carrying and placing floor sheets  Slips, trips, falls and accessibility - Manual tasks	Slips, trips and falls through open floor joists  Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access to site and work areas.  Use planks as temporary work platform.  Use trained 'workers' and team lifting.	Contractor / all 'workers'	

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									Ensure 'workers' know their responsibility during the carrying and positioning of the sheets upon the open floor joists		
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	Assess travel path and distance to work area  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 trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process  Remove guardrail from ramp to allow easy carrying.  Have large prefab frames delivered with loose lintels.  Use site cut frames on first floor.  Have frames made in smaller lengths.  Use mechanical assistance where practicable - provide training in the use of the equipment	Contractor  Contractor / all 'workers'	
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	Use 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'	
Install poly-fabric cover to first floor	Slips, trips and falls		✓		✓			1	Use trained 'workers' and team lifting to position and to roll out poly-fabric.	Contractor / all 'workers'	

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platform - Slips, trips, falls and accessibility - Windy and or wet conditions - Gravity - overbalancing- Manual tasks	Back injuries - strains and sprains										
Cutting timber frame with power saw - Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological - Tools and equipment Struck by flying objects	Electric shock or electrocution  Hearing loss -  Inhalation of dust - respiratory problems -  Sight damage		✓			✓		2	RCD installed on mains supply / portable generator  Guards to equipment fully operational  Use trained 'workers'.  Use appropriate PPE.	Contractor / all 'workers'	
Lifting / placement of roof trusses - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Manual tasks	Slips, trips, falls  Back injuries - muscle strain / sprain		✓			✓		2	Use planks as temporary work platform  Use mechanical assistance to position trusses on top of wall plates  Use trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the lifting and positioning of the roof trusses  Replace truss with cut roof.  Have girder trusses made in two [2] sections i.e.: not nailed together	Contractor / all 'workers'	
Fixing eaves and windows - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof - roofing	Slips, trips and falls from work platform and accessibility.  Fractures, bruises lacerations and personal injuries  Back injuries - strains and sprains.		✓		✓			1	Use trained 'workers' and team lifting.  Guardrails to scaffold, work platform complete, clean and dry.  Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface  Use safety harness when working from roof surface.	Contractor / all 'workers'  Site Supervisor	

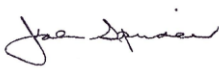
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material -  Windy and or wet conditions - Gravity - overbalancing - Manual tasks									Use of appropriate PPE.		
Carry rolls of 'polastic' insulation up ramp /scaffold - fixing of the insulation and battens -  Slips, trips, falls and accessibility -  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	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 - 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. Limit weights to manageable sizes.  Appropriate procedures to contain dust resulting from cutting of panels  Use appropriate PPE - disposable dust protection.  SWMS	Contractor / all 'workers'	
Stairwell opening - roughed-in stair no guardrail - Slips, trips, falls and accessibility -  Gravity - overbalancing	Falls through open stairwell  Fractures, bruises lacerations and personal injuries		✓		✓			1	Prevent access to opening.  Provide guardrail / edge protection to void  Cover stairwell with temporary sheeting.	Contractor / all 'workers'  Staircase Installer	
Carrying fix out material / tools up stairs -  Slips, trips, falls and accessibility -	Slips, trips and falls  Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access work areas.  Use trained 'workers' and	Contractor / all 'workers'	



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Manual tasks									team lifting. SWMS		
Use of power tools in confined space  Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Tools and equipment	Electric shock or electrocution  Hearing loss  Inhalation of dust - respiratory problems  Sight damage		✓			✓		2	RCD installed on mains supply / portable generator  Guards to plant and equipment fully operational  Use trained 'workers' and rotate tasks  Adequate light and ventilation  Use of appropriate PPE.	Contractor / all 'workers'	
Carrying vanity unit 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	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 trained 'workers' and team lifting..	Contractor  Contractor / all 'workers'	
Cutting chemically treated timber, pine and particleboard / MDF sheets - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Equipment	Hearing loss  Inhalation of dust – respiratory problems  Sight damage		✓			✓		2	RCD installed on mains supply / portable generator  Guards to plant and equipment fully operational.  Train 'workers' in the safe handling and cutting of hazardous materials.  Adequate ventilation  Use of appropriate PPE  Provide SDS for product.	Contractor / all 'workers'	
Site clean up on completion of work  Manual tasks Exposure to dust - Hazardous chemicals - Biological -	Exposure to dust - Hazardous chemicals - Biological –  Personal injuries - cuts and abrasions.		✓			✓		3	Remove any temporary barricades if no longer required  Place all rubbish in appropriate bins  Leave site / work area in a clean and tidy condition	Contractor / all 'workers'	

I/We have consulted with Cape Cod Australia Pty. Ltd. and have mutually agreed on the above procedures. This risk assessment provides details on how I/we will manage my/our work on this Cape Cod Australia Pty. Ltd. work site.

Company  
Name:

Signed by: 

for and on behalf of: *Cape Cod* Australia Pty. Limited

Signed by:  
(Contractor PCBU)

ABN: 54 000 605 407

Builder's Licence No.: 5519

ABN:

Address:

Phone:

Fax:

Email: