

Date:		New	✓	Revised		Page	
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TRADE: CARPENTER

Job No:	7707/15	Client:	GOREY / MEEKAN
Address:	62 Hallam Avenue, Lane Cove West	Supervisor:	Andrew Cashmore

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.*

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	Identify the risks and plan the tasks in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed all weather access to site and work areas. Unload and move equipment and materials to designated area to keep footpath / work place access clear	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		✓			✓		2	Assess travel path and distance to work area Use mechanical assistance	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
	Over exertion or repetitive movements								<p>where practicable; provide training in the use of the equipment</p> <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Ensure one [1] person is appointed to plan and take charge of the task</p> <p>Plan the task in stages - e.g. ensure grip is secure; lift to waist height; place support under load; team 'workers' to re-group then lift load into position</p> <p>Use task specific trained 'workers' and team lifting - rotate 'workers' and vary tasks</p> <p>Ensure enough space is available for the team 'workers' to safely manoeuvre as a group</p> <p>Where possible, use team 'workers' of a similar height and capability</p> <p>Provide additional team 'workers' to assist that are proportional to the weight and difficulty of the task</p> <p>Ensure load is shared evenly</p> <p>Ensure team 'workers' know their responsibility during the lift</p> <p>On sloping sites, ensure safe footing is provided</p>		
Exposure to noise 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</p>		✓			✓		2	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Apply appropriate procedures necessary to contain 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				
	allergies/ irritations.								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 - insulation to old wiring frayed or brittle [conduit] or easily damaged - water pipe electrified Gas - Hazardous chemical	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				
Biological											
<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 / work platform -</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>		✓			✓		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
		Likely	Possible	Unlikely	Major	Severe	Minor				
<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>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>Increased traffic on</p>	<p>Slips, trips and falls from work platform.</p> <p>Fractures, bruises lacerations and personal injuries / cuts and abrasions.</p> <p>Struck by falling object.</p> <p>Exposure to ceiling dust and insulation fibres - respiratory problems.</p>		✓			✓		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> <p>Provide perimeter guardrail /</p>	Contractor / all ' <i>workers</i> '	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
roof surface - walking in the middle of battens - Windy and or wet conditions - Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Electricity	Electric shock or electrocution								catch scaffold to roof surface. Use safety harness Controlled lowering of sheet metal roofing 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 materials on roof or on scaffold. Use trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the removal process Don't remove sheet metal roofing on wet or windy days. Use of appropriate PPE		
Removal of eave soffits 'that may' contain asbestos cement [ACM] / fibre-cement [FC] Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Proximity to other 'workers' and public	Inhalation and exposure to ACM / FC fibres / dust - respiratory problems Slips, trips and falls from work platform / through frame Fractures, bruises lacerations and personal injuries Exposure to ceiling dust - eye and skin irritations - respiratory problems.		✓			✓		3	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 relevant 'workers' Conduct hazardous chemical assessment prior to commencement of the works Adequate consultation with relevant "workers" Appropriate removal 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 eave soffits with minimal breakage	Site Supervisor Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									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		
Removal of SMF batt insulation 'that may' contain or be contaminated by lead dust / asbestos cement [ACM] or [ACD] - 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 Appropriate removal procedures to contain dust / fibres Regularly monitor for airborne dust/ fibres Use planks as temporary work platform Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility associated with the removal process Appropriate warning signage and barricades to restrict access into the work area Place removed material in heavy duty plastic bags Vacuum residual dust / fibres from ceiling area Use appropriate PPE	Site Supervisor Contractor / all 'workers'	
Removal of disused ceiling mount hot water unit 'that may' contain asbestos cement [ACM] insulation - Slips, trips, falls and accessibility -	Slips, trips and falls from work platform / through ceiling frame Fractures, bruises lacerations and personal injuries Inhalation and		✓			✓		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	Site Supervisor Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
<p>Inadequate fall prevention system / work platform -</p> <p>Windy conditions -</p> <p>Gravity - overbalancing</p> <p>Hazardous chemicals -</p> <p>Biological -</p>	<p>exposure to dust / fibres - respiratory problems</p>								<p>chemical assessment prior to commencement of the works</p> <p>Use planks as temporary work platform</p> <p>Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process</p> <p>Appropriate warning signage and barricades to restrict access into the work area</p> <p>Regularly monitor airborne dust/ fibres</p> <p>Use appropriate PPE</p>		
<p>Removal of wall cladding 'that may' contain asbestos cement [ACM] / fibre-cement [FC] -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Manual tasks -</p> <p>Proximity to other 'workers' and public</p>	<p>Inhalation and exposure to ACM /FC fibres / dust - respiratory problems</p> <p>Exposure to lead based paints -</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>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 work areas.</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>Use task specific trained / experienced 'workers' - ensure 'workers' 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 cladding with minimal breakage</p> <p>Wet down to minimise dust / fibre release</p> <p>Seal residues of ACM / FC 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>Site Supervisor</p> <p>Contractor / all 'workers'</p>	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									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, 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'	
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 -	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.		✓		✓			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	Supervisor Contractor / all 'workers'	

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Gravity - stability of the structure - Proximity to other 'workers'	Exposure to lead based paints - Injuries due to collapse								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		
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 Adequate ventilation and lighting - where required provide for two [2] fan air circulation system. Use appropriate PPE.	Contractor / all 'workers'	
Removal of ceiling linings 'that may' be contaminated by lead dust, asbestos cement ACM dust or fibres- Slips, trips, falls and accessibility - Hazardous chemicals - Biological - Manual tasks - Proximity to other 'workers' and public	Inhalation and exposure to fibres / dust - respiratory problems Slips, trips and falls through frame Fractures, bruises lacerations and personal injuries Exposure to ceiling dust - eye and skin irritations - respiratory problems. Exposure to lead based paints -		✓			✓		3	Identify the risks and plan the task in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access to work areas Conduct hazardous chemical assessment prior to work commencement of the works. Appropriate removal 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	Site Supervisor Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									<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>Removal of internal wall / ceiling linings <i>'that may'</i> contain asbestos cement [ACM] / fibre-cement [FC] -</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/ FC 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 wall / ceiling sheets with minimal breakage</p> <p>Wet down to minimise dust / fibre release</p> <p>Seal residues of ACM / FC 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 SWMS</p>	<p>Site Supervisor</p> <p>Contractor / all <i>'workers'</i></p>	
<p>Demolish external framed walls at ground level -</p> <p>Slips, trips, falls and accessibility -</p> <p>Access ways not clearly defined -</p>	<p>Slips, trips and falls</p> <p>Electric shock or electrocution</p> <p>Muscle strain - back injuries and cuts</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 work areas</p>	<p>Supervisor</p> <p>Contractor / all <i>'workers'</i></p>	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
Electricity - Exposure to dust - Manual tasks - Hazardous chemicals - Biological - Gravity - stability of the structure - Proximity to other 'workers'	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								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 for airborne dust Use appropriate PPE SWMS		
Carry wall frames, and tools to ground floor work area - 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'	
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.	Site Supervisor Contractor / all 'workers'	

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									<p>Use task specific trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process</p> <p>Order timber in short lengths. SWMS</p> <p>Use crane to deliver / position materials to work area</p>		
<p>Positioning floor timbers / joists / composite beams / joists on to existing walls -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall arrest system / work platform -</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>		✓			✓		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>Use task specific trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process</p> <p>Use planks as temporary work platform.</p> <p>SWMS</p>	Contractor / all 'workers'	
<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, falls and accessibility -</p> <p>Windy and or wet conditions -</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 'workers' and team lifting to position and to roll out the poly-fabric</p>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Gravity - overbalancing- Manual tasks											
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 - sprains 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 - Tools and equipment Struck by flying objects	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> <p>Use task specific trained 'workers'.</p> <p>Use appropriate PPE.</p>	Contractor / all 'workers'	
Lifting and erection of roof trusses -	Slips, trips, falls Back injuries - muscle strain /		✓			✓		2	<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 - Inadequate fall prevention system / work platform - Windy and or wet conditions - Manual tasks	sprain								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		
Fixing of eaves, windows and shading devices - 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 and accessibility. Fractures, bruises lacerations and personal injuries Back injuries - strains and sprains.		✓		✓			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 dry Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface Use safety harness when working from roof surface Don't use step ladder to gain extra height from scaffold work platform. Use of appropriate PPE	Contractor / all 'workers' Site Supervisor	
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	Slips, trips and		✓			✓		2	Identify the risks and plan the	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
fibre-cement [FC] sheet eaves and wall cladding - 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	falls from work platform Fractures, bruises lacerations and personal injuries Back injuries - strains and sprains Dust inhalation - respiratory problems								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. Use of appropriate PPE.		
Carry packs / rolls of 'polastic' insulation blanket up ramp /scaffold - fixing of 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	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 - 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	Contractor / all 'workers'	
Exposure to polystyrene dust	Eye and skin irritations / allergies		✓			✓		2	Appropriate procedures to contain dust Regularly monitor for	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
									airborne dust/ fibres Use appropriate PPE - disposable dust protection Provide Safety Data Sheet.		
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 insulation up ramp /scaffold 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 - deck	Fall from balcony / deck edge / work		✓		✓			1	Identify the risks and plan the	Site Supervisor	

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 prevention system / work platform - Gravity - overbalancing Windy and or wet conditions	platform Fall through balcony / deck framing Fractures, bruises lacerations and personal injuries								task in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access work areas Provide guardrails, perimeter edge protection / catch scaffold Scaffold / work platform to balcony / deck area Use task specific trained / experienced 'workers' SWMS	Contractor / all 'workers'	
Lifting and placing external steps - 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'	
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	Identify the risks and plan the task in consultation with the 'workers' Prevent access to opening Provide guardrail / edge protection to stairwell void Cover stairwell with temporary sheeting / scaffold	Contractor / all 'workers' Staircase Installer	
Ladder access to work areas - Slips, trips, falls and accessibility - Gravity - overbalancing	Fall from ladder Fractures, bruises lacerations and personal injuries		✓		✓			1	Identify the risks and plan the task in consultation with the 'workers' Use task specific trained 'workers'. Use approved ladder. Limit the use of ladders.	Contractor / all 'workers'	
Work from extension ladder - Slips, trips, falls and accessibility -	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.	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Inadequate work platform - Windy and or wet conditions - Gravity - overbalancing									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		
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 - Sight damage		✓			✓		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 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'.	Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
Carrying 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 unit 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 - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Equipment	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 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.	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
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:

Email: