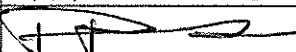


## SAFE WORK METHOD STATEMENT

Page 1 of 7 v1.13

Company Name:	FAULKES CEMENT RENDERING P/L	Project Name/No:	ALL SITES
Work Activity / Task:	CEMENT RENDERER / SOLID PLASTERER	Principal Contractor:	Cape Cod Australia Pty. Ltd.
Prepared by:	Paul Faulks	Date:	03-02-14
Signature:		Note:	Sign off to be provided at Tool Box talk

**Note: 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.**

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
1	Access to site	<ul style="list-style-type: none"> <li>Slips, trips, falls and accessibility.</li> <li>UV light / weather exposure.</li> </ul>	<ul style="list-style-type: none"> <li>Site specific induction.</li> <li>All "workers" to register before entering the site; to read the General Construction Safety Plan signage; and to read the <i>Site Specific Risk Assessment</i> form.</li> <li>Tool box talk to highlight any WHS concerns relative to the site.</li> <li>Ensure that the site and work place access is unobstructed.</li> <li>Ensure all weather access to work areas.</li> <li>Provision of designated waste areas.</li> <li>Regular site clean ups.</li> </ul>	PF  PF  PF  CC  CC  CC  CC
2	Unloading of equipment and materials	<ul style="list-style-type: none"> <li>Manual task injuries</li> <li>Slips, trips and falls.</li> <li>Proximity of other</li> </ul>	<ul style="list-style-type: none"> <li>Team lifting and carrying.</li> <li>Training of "workers" in correct lifting and carrying methods.</li> </ul>	PF  PF

Reviewed by: Gary Klomp  
On behalf of Cape Cod

Construction Manager  
Position

E. Latham as per SK  
Signature

18/2/14  
Date

## SAFE WORK METHOD STATEMENT [cont.]

Page 2 of 7 v1.13

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
		<p>"workers".</p> <ul style="list-style-type: none"> <li>Public access.</li> </ul>	<ul style="list-style-type: none"> <li>Unload and move the equipment and materials to a designated area to keep the footpath / work place access clear.</li> </ul>	PF
3	Setting up equipment	<ul style="list-style-type: none"> <li>Manual task injuries</li> <li>Slips, trips and falls.</li> <li>Proximity of other "workers".</li> <li>Public access.</li> </ul>	<ul style="list-style-type: none"> <li>Set up in a clear area and maintain a clear travel path.</li> <li>Training of "workers" in the setting up of mixer, trestles, electrical leads and power tools.</li> <li>Ensure the safety guards are provided to plant and are maintained.</li> <li>Ensure that all electrical equipment is current tagging.</li> <li>Ensure that electrical equipment is attached to a residual current device [RCD].</li> </ul>	PF PF PF PF PF
4	Preparing materials - cement render	<ul style="list-style-type: none"> <li>Slips, trips and falls.</li> <li>UV light / weather exposure.</li> <li>Electrocution.</li> <li>Hazardous substances.</li> <li>Exposure to dust.</li> <li>Exposure to noise.</li> <li>Manual task injuries</li> <li>Sprains and strains.</li> <li>Cuts and abrasions.</li> <li>Proximity of other "workers".</li> <li>Public access.</li> </ul>	<ul style="list-style-type: none"> <li>Assess the site conditions and conduct a <i>Site Specific Risk Assessment</i> before commencing.</li> <li>Ensure that work place access is unobstructed.</li> <li>Establish a "No access area" round work areas by barricading to prevent access to the area of work.</li> <li>Ensure that the electrical mixer is attached to an earth leakage protection device.</li> <li>Training of "workers" in setting up and safe use of mixer.</li> <li>Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible.</li> <li>Use appropriate PPE - safety glasses, footwear, noise / hearing protection, dust protection [disposable], gloves and hard hat.</li> <li>Training of "workers" in correct lifting and carrying methods.</li> <li>Ensure correct lifting and carrying</li> </ul>	PF PF PF / CC PF PF PF PF PF PF

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On behalf of Cape Cod

Construction Manager  
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E. Iatham as per GK  
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## SAFE WORK METHOD STATEMENT [cont.]

Page 3 of 7 v1.13

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			techniques are used at all times. • Rotate "workers" and vary tasks performed. • Training of "workers" in the safe handling and use of lime, cement, sand and mix additives. • Storage of materials in designated areas. • Maintain a clean and tidy work area. • Regular site clean ups.	PF PF PF PF CC
5	Application of render to ground floor walls - internal	• Slips, trips, falls and accessibility. • Fall from height. • Electrocution. • Hazardous substances. • Exposure to dust. • Exposure to noise. • Manual task injuries • Proximity of other "workers". • Public access.	• Assess the site conditions and conduct a <i>Site Specific Risk Assessment</i> before commencing. • Identify services and make sure all electrical, gas and water services have been isolated or safely relocated before commencing. • Ensure that all exposed openings and voids in the floor are guard railed or covered. • Ensure that work place access is unobstructed. • Training of "workers" in safe use of plant and equipment. • Training of "workers" in safe working from raised work platforms. • Check the trestles and work platform for damage / defect before use. • Check that the trestles and work platform is stable before use. • Limit the use of ladders as work platforms. • Training of "workers" in correct lifting and carrying methods. • Ensure that the correct lifting and carrying techniques are used at all times. • Rotate "workers" and vary tasks performed. • Provide MSDS for hazardous	PF CC CC CC PF PF PF PF PF PF/CL PF PF PF PF

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On behalf of Cape Cod

Construction Manager  
Position

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## SAFE WORK METHOD STATEMENT [cont.]

Page 4 of 7 v1.13

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			substances - lime, cement, sand and mix additives. • Training of "workers" in the safe handling and use of lime, cement, sand and mix additives. • Use appropriate PPE - safety glasses, footwear, dust protection [disposable], gloves. • Storage of materials in designated areas. • Maintain a clean and tidy work area.	PF PF PF PF
6	Application of render to ground floor walls - external	• Slips, trips, falls and accessibility. • UV light / weather exposure. • Electrocution. • Fall from height. • Electrocution. • Hazardous substances. • Exposure to dust. • Exposure to noise. • Manual task injuries • Proximity of other "workers". • Public access.	• Assess the site conditions including the weather and conduct a <i>Site Specific Risk Assessment</i> before commencing. • Identify that the electrical service has been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing. • Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible. • Ensure that the scaffolding / trestle work platform is safe before commencing. • Training of "workers" in safe working from raised work platforms. • Ensure that the site and work place access is unobstructed. • Training of "workers" in safe use of plant and equipment. • Training of "workers" in safe working from ladders • Check suitability of the ladder / trestle for purpose before use. • Check that the ladder / trestle is stable and is secured at the base and top before use.	PR PF/CC PF PF PF PF PF PF PF

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On behalf of Cape Cod

Construction Manager  
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## SAFE WORK METHOD STATEMENT [cont.]

Page 5 of 7 v1.13

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			<ul style="list-style-type: none"> <li>Limit the use of ladders as work platforms.</li> <li>Training of "workers" in correct lifting and carrying methods.</li> <li>Ensure that the correct lifting and carrying techniques are used at all times.</li> <li>Rotate "workers" and vary tasks performed.</li> <li>Provide MSDS for hazardous substances – lime, cement, sand and mix additives.</li> <li>Training of "workers" in the safe handling and use of lime, cement, sand and mix additives.</li> <li>Use appropriate PPE – safety glasses, footwear, dust / fume protection [disposable], gloves.</li> <li>Storage of materials in designated areas.</li> <li>Maintain a clean and tidy work area.</li> </ul>	PF/CC PF PF PF PF PF PF PF PF
	Site clean up on completion of work	<ul style="list-style-type: none"> <li>Manual task injuries</li> <li>Exposure to dust</li> <li>Exposure to hazardous substances-</li> </ul>	<ul style="list-style-type: none"> <li>Remove any temporary barricades if no longer required</li> <li>Place all rubbish / debris in designated waste storage area</li> <li>Leave site / work area in a clean and tidy condition</li> </ul>	PF/CC PF PF

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Construction Manager  
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## SAFE WORK METHOD STATEMENT [cont.]

Page 6 of 7 v1.13

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
	Carry materials up ramp. Rendering to upper floor from scaffold.	<ul style="list-style-type: none"> <li>• Slips, trips, falls and accessibility.</li> <li>• UV / weather exposure.</li> <li>• Electrocutation.</li> <li>• Fall from height.</li> <li>• Hazardous substances.</li> <li>• Exposure to dust.</li> <li>• Exposure to noise.</li> <li>• Manual task injuries</li> <li>• Proximity of other "workers".</li> <li>• Public access.</li> </ul>	<ul style="list-style-type: none"> <li>• Assess the site conditions including the weather and conduct a <i>Site Specific Risk Assessment</i> before commencing.</li> <li>• Identify that the electrical service has been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing rendering work.</li> <li>• Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible.</li> <li>• Establish a "No access area" below overhead work areas by barricading to prevent access to the area of work. Provide a spotter where necessary.</li> <li>• Ensure that guard rails to the ramp are in place and surface of the ramp is clean before commencing.</li> <li>• Ensure that the scaffolding is safe and erected by a qualified Scaffolder before commencing.</li> <li>• Ensure that the perimeter protection is in place [scaffolding and edge protection / working platform / toe boards] before commencing.</li> <li>• Ensure that the edge protection to the roof surface [roof rail] and level work platforms are in place before commencing work from roof surface.</li> </ul>	

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## SAFE WORK METHOD STATEMENT [cont.]

Page 7 of 7 v1.13

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			<ul style="list-style-type: none"> <li>• Training of "workers" in safe working at heights and from roof surfaces and balconies.</li> <li>• Training of "workers" in safe use of plant and equipment.</li> <li>• Training of "workers" in safe working from ladders.</li> <li>• Check suitability of the ladder for purpose before use.</li> <li>• Check the ladder for damage / defect before use.</li> <li>• Check that the ladder is stable and is secured at the base and top before use.</li> <li>• Limit the use of ladders as work platforms.</li> <li>• Training of "workers" in correct lifting and carrying methods.</li> <li>• Ensure that the correct lifting and carrying techniques are used at all times.</li> <li>• Rotate "workers" and vary tasks performed.</li> <li>• Provide MSDS for hazardous substances – lime, cement, sand and mix additives.</li> <li>• Training of "workers" in the safe handling and use of lime, cement, sand and mix additives.</li> <li>• Use appropriate PPE – safety glasses, footwear, dust / fume protection [disposable], gloves.</li> <li>• Storage of materials in designated areas.</li> <li>• Maintain a clean and tidy work area.</li> </ul>	

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On behalf of Cape Cod

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