

Date:		New	✓	Revised		Page	
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**TRADE: CEILING DUST / INSULATION REMOVAL**

<b>Job No:</b>	<b>7675/15</b>	<b>Client:</b>	<b>STEVENS</b>
<b>Address:</b>	15 Currawong Avenue, Lane Cove West	<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:** Removal of a *hazardous substance/s* must comply 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	Identify the risks and plan the task in consultation with the 'workers'  Use task specific trained 'workers' and team lifting  Rotate 'workers' and vary	Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									tasks		
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.  Monitor 'workers' condition  Adequate fluid intake  Use appropriate sun screen. Wear appropriate PPE.	Contractor / all 'workers'	
Exposure to dust <i>that may</i> contain asbestos cement [ACM] fibres / lead / SMF insulation fibres-  Hazardous chemicals - Biological -	Dust / fibre inhalation - respiratory problems  Skin and eye allergies/ irritations.		✓			✓		2	Appropriate procedures to contain dust.  Regularly monitor for airborne dust/ fibres  Use appropriate PPE - disposable dust protection.	Contractor / all 'workers'	
Location of services - Electricity - insulation to old wiring frayed or brittle [conduit] or easily damaged - water pipe electrified Gas service - Hazardous chemical Biological	Electric shock or electrocution  Gas explosion  Inhalation and exposure to hazardous chemicals.		✓		✓			3	Isolate electrical service / wiring.  RCD installed on mains supply / portable generator  Isolate gas supply	Site Supervisor / all 'workers'	
Use of electrical powered plant and equipment -  Electricity - Exposure to noise -	Electrical shock or electrocution  Hearing loss  Sight damage		✓			✓		2	RCD installed on mains supply / portable generator  Guards to plant and equipment fully operational  Isolate plant and equipment Use of appropriate PPE.	Contractor/ all 'workers'	
Working at height - [over 2.0m]  Inadequate fall prevention system / work platform  Old roofing material or skylight/s - brittle  Increased traffic on	Fall from roof edge/ work platform/ through roof or roof framing  Fractures, bruises lacerations and personal injuries		✓		✓			1	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'  Provide guardrails and perimeter edge protection	Site Supervisor Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
roof surface - walking in the middle of battens  Slips, trips, falls and accessibility  Gravity - overbalancing  Windy and or wet conditions									Scaffold / work platform to outer perimeter.  Use task specific trained / experienced 'workers'.  SWMS		
Gain access to exposed ceiling - up ramp / scaffold  Slips, trips, falls and accessibility - Manual tasks  Windy and or wet conditions	Slips, trips, falls and accessibility.  Muscle strain - back injuries  Fall through framing members.		✓			✓		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'  Guardrails to ramp are in place - ramp surface clean and dry.  Scaffold guardrail and work platform is complete - clean and dry  Complete work platform when working from exposed ceiling members.  Use task specific trained 'workers'.  SWMS	Contractor / all 'workers'	
Removal of foil backed SMF insulation / ceiling dust <i>that may</i> be contaminated by lead from open roof space -  Slips, trips, falls and accessibility -  Gravity - overbalancing  Hazardous	Slips, trips, falls and accessibility.  Falls through ceiling frame  Fractures, bruises lacerations and personal injuries  Inhalation and exposure to dust / fibres - respiratory problems		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers'  Appropriate removal procedures to contain dust / fibres.  Regularly monitor for airborne dust/ fibres  Use task specific trained /experienced trades 'workers'.  Appropriate warning signage and barricades to restrict access into the	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				
chemicals -  Biological -									work area  Place removed material in heavy duty plastic bags. Use moveable working platform to top of joists.  Adequate lighting and ventilation.  Vacuum residual dust / fibres from ceiling area  Use appropriate PPE SWMS		
Gain access to roof space - step ladder  Slips, trips, falls and accessibility - Gravity - overbalancing	Fall from ladder  Fractures, bruises lacerations and personal injuries		✓		✓			2	Identify the risks and plan the task in consultation with the 'workers'  Assess travel path to work area  Ensure unobstructed access to work area.  Use trained 'workers'. Use suitable step ladder, correctly footed. Ensure 'workers' face the ladder when climbing up and down. Limit the use of ladders	Contractor / all 'workers'	
Work in confined space to remove insulation / ceiling dust <i>that may</i> be contaminated by lead dust-  Hazardous chemicals -  Biological -  Electricity -  Slips, trips, falls and accessibility -  Ergonomic -  Exposure to extreme	Inhalation of dust / fibres - respiratory problems.  Eye and skin irritations / allergies  Fall through framing members.  Electric shock or electrocution  'Worker' trapped in confined space  Dehydration		✓			✓		3	Identify the risks and plan the task in consultation with the 'workers'  Appropriate removal procedures for insulation to contain dust / fibres.  Regularly monitor for airborne dust/ fibres  Use moveable working platform in roof space.  Use task specific trained, experienced 'workers' and task rotate 'workers'.  Train 'workers' in safe working in confined roof spaces.  Regularly monitor	Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
temperature									'workers' within the roof space.  Adequate fluid intake.  Adequate lighting and ventilation. Use of appropriate PPE.		
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 sealed heavy duty plastic bags and all 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: