

Date:		New	✓	Revised		Page	
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TRADE: FIX OUT CARPENTER

Job No:	7590/14	Client:	LITTLE & McCARRON
Address:	17 Talbot Street, Riverwood NSW 2210	Supervisor:	MATT SAUNDERS

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 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 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	Use 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 light / weather - UV light - glare	Skin cancer / sun burn - Dehydration - heat stroke or		✓			✓		2	Reduce exposure where possible. Monitor 'workers' condition	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Extreme temperatures	fatigue Sight damage								Adequate fluid intake Use appropriate sun screen. Wear appropriate PPE.		
Contact with o/head electrical services / point of attachment - Power lines not isolated, covered or enclosed - Working too 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'	
Carrying fix out materials 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	Assess travel path and distance to work area Ensure unobstructed access to work areas. Use trained 'workers'. Rotate 'workers' and vary tasks.	Contractor / all 'workers'	
Carrying fix out materials, doors and tools up ramp or over roof and through window - Slips, trips, falls and accessibility - Inadequate fall prevention system - Windy and or wet conditions - Slope of ramp / pitch of roof - roofing material	Slips, trips and falls from ramp or roof surface - Fractures, bruises lacerations and personal injuries Muscle strain - back injuries and cuts		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to work areas. Guardrails to ramp are in place - ramp and roof surfaces clean and dry. Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry. Perimeter and edge protection / catch scaffold when access from roof surface.	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Manual tasks									Use trained 'workers' and team lifting. Rotate 'workers' and vary tasks. SWMS		
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	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. 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'	
Stairwell opening - roughed-in stair no guardrail - Slips, trips, falls and accessibility - Inadequate fall prevention system- Gravity - overbalancing	Falls through open stairwell- Fractures, bruises lacerations and personal injuries		✓		✓			1	Prevent access to opening. Provide guardrail / edge protection. Cover stairwell with temporary sheeting.	Contractor/ all 'workers'	
Carrying fix out materials / tools up stairs - Slips, trips, falls and accessibility - Manual tasks	Slips, trips and falls on stairs. Back injuries-muscle strain / sprain		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access to work areas. Use trained 'workers' and team lifting. Rotate 'workers' and vary tasks. SWMS	Contractor/ all 'workers'	
Use of power tools Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological - Equipment	Electrical shock or electrocution Hearing loss Inhalation of dust - respiratory problems. Eye and skin		✓			✓		2	RCD installed on mains supply / portable generator Guards to plant and equipment fully operational. Adequate ventilation and lighting Use trained 'workers'.	Contractor/ all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
	irritations / allergies - Sight damage								Use of appropriate PPE.		
Working with chemically treated timber, pine or MDF - Exposure to dust - Hazardous chemicals - Biological	Inhalation of dust - respiratory problems. Eye and skin irritations / allergies - Sight damage		✓			✓		2	Train 'workers' in the safe handling and cutting of hazardous materials. Adequate ventilation and lighting 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:

ABN: 54 000 605 407

(Contractor PCBU)

Builder's Licence No.: 5519

ABN:

Address:

Phone:

Fax:

Email: