

Date:		New	✓	Revised		Page	
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TRADE: INSULATION INSTALLER

Job No:	7626/14	Client:	MERCHANT
Address:	9 Burringbar Street, North Balgowlah NSW	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 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 storage 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 tasks in consultation with the 'workers' Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks	Contractor / all 'workers'	
Exposure to noise Plant / equipment	Hearing damage		✓			✓		1	Isolate plant and equipment. Use appropriate PPE	All 'workers'	
Exposure to dust	Dust [fibre]		✓			✓		2	Use appropriate PPE -	Contractor / all	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
/ fibres Hazardous chemical - Biological -	inhalation / skin and eye allergies/ irritations. Respiratory problems								disposable dust protection. Regularly monitor for airborne dust/ fibres	'workers'	
Carry insulation packs and equipment to ground floor - Slips, trips, falls and accessibility - Manual tasks	Slips, trips and falls Back injury - muscle strain / sprain		✓			✓		2	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. Use task specific trained 'workers', team lifting and rotate 'workers'. SWMS	Contractor / all 'workers'	
Carrying insulation packs up ramp or over roof and through window - Slips, trips, falls and accessibility - Slope of ramp - Pitch of roof and roofing material - Windy and or wet conditions - Gravity - overbalancing Manual tasks	Slips, trips and falls from ramp / or roof surface Muscle strain - back injuries		✓			✓		2	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. 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. Perimeter and edge protection / catch scaffold when access from roof surface. Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks. SWMS	Contractor / all 'workers'	
Carry insulation packs and equipment up stairs - Slips, trips, falls and accessibility -	Slips, trips and falls on stairs Back injury - muscle strain / sprain		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access	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									to work areas. Use task specific trained 'workers', team lifting and rotate 'workers'. SWMS		
Gain access to roof space using step ladder - Slips, trips, falls and accessibility - Gravity - overbalancing	Fall from ladder		✓		✓			2	Identify the risks and plan the task in consultation with the 'workers' Use task specific trained 'workers'. Use suitable step ladder, correctly footed. Ensure 'workers' face the ladder when climbing up and down. SWMS	Contractor / all 'workers'	
Installation of wall / ceiling insulation - Hazardous chemicals - Biological	Inhalation of dust / fibres - respiratory problems. Eye and skin irritations/ allergies		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers' Use task specific trained 'workers'. Substitute material Use of appropriate PPE Provide SDS	Contractor / all 'workers'	
Work within roof space - Electricity - insulation to old wiring frayed or brittle [conduit] or easily damaged - water / gas pipe electrified Spacing of ceiling joists - Gravity - overbalancing Slips, trips, falls and accessibility Ergonomic - Extreme temperatures	Electrical shock or electrocution Accessibility Fall through framing members		✓		✓			1	Identify that the electrical service is isolated prior to the work commencing. Regularly monitor the condition of the 'workers' within the roof space and rotate 'workers'. Use moveable working platform in roof space. Electrical equipment currently tagged. Adequate ventilation and lighting. Adequate fluid intake Use of appropriate PPE	Contractor / all 'workers'	
Work in confined space to fit insulation - Slips, trips, falls	Accessibility Fall through framing members		✓			✓		3	Identify the risks and plan the task in consultation with the 'workers' Use task specific trained, experienced 'workers' in confined roof spaces	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
and accessibility - Gravity - overbalancing Ergonomic - Extreme temperatures	'Worker' trapped in confined space Dehydration								Regularly monitor the condition of the 'workers' within the roof space and rotate 'workers'. Adequate fluid intake Adequate ventilation and lighting. 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 all waste material in heavy duty plastic bag and seal Place all waste and associated 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: