

SITE SPECIFIC Risk Assessment

Date:		New	✓	Revised		Page	
-------	--	-----	---	---------	--	------	--

TRADE: CARPENTER

Job No:	7585/14	Client:	BILFOLCO
Address:	12 Moonbi Close, Greenfield Park NSW 2176	Supervisor:	John Walton

Key:	"1" action now	"2" action ASAP	"3" action ASAP
------	----------------	-----------------	-----------------

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 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	Assess travel path and distance to work area Use mechanical assistance where practicable - provide training in the use of the equipment 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				
									<p>task in consultation with the 'workers'</p> <p>Ensure one 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 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 UV light / weather - UV light - glare Extreme temperatures	<p>Skin cancer / sun burn -</p> <p>Dehydration - heat stroke or fatigue</p> <p>Sight damage</p>		✓			✓		2	<p>Reduce exposure where possible.</p> <p>Monitor 'workers' condition</p> <p>Adequate fluid intake</p> <p>Use appropriate sun screen.</p> <p>Wear appropriate PPE.</p>	Contractor / all 'workers'	
Protection of other 'workers' and the public - Slips, trips, falls and accessibility -	<p>Slips, trips and falls</p> <p>Wind- borne dust / fibres</p> <p>Struck by falling objects</p>		✓			✓		2	<p>Provide barricades to materials stored on footpath</p> <p>Provide and maintain barricades to isolate and to restrict access to work areas.</p>	<p>Site Supervisor</p> <p>Contractor / all 'workers'</p>	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Access ways not clearly defined - Hazardous chemicals - Biological									Use of shade cloth around work area. Wet down dust. Provide "Spotter" to stop <i>others</i> entering work area		
Working at height - [over 3m] Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old roofing material or skylight/s - brittle Increased traffic on roof surface - walking in the middle of battens - Gravity - overbalancing Windy and or wet conditions	Fall from roof edge/ work platform/ through roof or roof framing Fractures, bruises lacerations and personal injuries		✓		✓			1	Assess travel path to work area Ensure unobstructed access to work areas. Provide guardrails, perimeter edge protection / catch scaffold. Scaffold / work platform to outer perimeter. Use trained / experienced <i>'workers'</i> . SWMS	Site Supervisor Contractor / all <i>'workers'</i>	
Location of services - Electricity - insulation to old wiring frayed or brittle [conduit] or easily damaged - water pipe electrified Gas - Hazardous chemical Biological	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 <i>'workers'</i>	
Stripping existing roof covering and frame - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old roofing material	Slips, trips and falls from work platform. Fractures, bruises lacerations and personal injuries / cuts and abrasions. Struck by falling object.		✓			✓		2	Conduct hazardous chemical assessment prior to work commencement of works. Adequate consultation with relevant <i>"workers"</i> Appropriate removal procedures to contain dust / fibres.	Contractor / all <i>'workers'</i>	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
or skylight/s - brittle Increased traffic on roof surface - walking in the middle of battens - Windy and or wet conditions - Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Electricity	Exposure to ceiling dust and insulation fibres - respiratory problems. Electric shock or electrocution								Provide debris chute. Controlled lowering of tiles 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 'workers' - ensure 'workers' know their responsibility during the work process Don't remove tiles on windy days. Use of appropriate PPE		
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	Assess travel path and distance to work area Ensure unobstructed access to site and work areas. Use trained 'workers' - ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary tasks.	Contractor / all 'workers'	
Carrying materials / floor timbers / joists 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	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. Use trained 'workers' and team lifting - ensure team 'workers' know their responsibility during the work process Order timber in short lengths. SWMS	Site Supervisor Contractor / all 'workers'	
Positioning floor	Slips, trips and falls		✓			✓		2	Assess travel path and distance to work area	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
timbers / joists on existing wall frames - Slips, trips, falls and accessibility – Inadequate fall arrest system / work platform – Windy and or wet conditions - Gravity - overbalancing Manual tasks	Back injuries - strains and sprains								Use trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process Use planks as temporary work platform. SWMS		
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 - strains and sprains		✓			✓		2	Assess travel path and distance 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.- ensure team 'workers' know their responsibility during the work process Remove guardrail from ramp to allow easy carrying. Have large prefab frames delivered with loose lintels. Use site cut frames on first floor. Have frames made in smaller lengths. Use mechanical assistance where practicable - provide training in the use of the equipment	Contractor Contractor / all 'workers'	
Install tarpaulins to exposed roof space - Slips, trips, falls and	Slips, trips and falls Back injuries - strains and sprains		✓		✓			1	Use trained 'workers' and team lifting to position tarp. Additional 'workers' to assist where required	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Gravity - overbalancing - Manual tasks	Struck by flying object								Ensure team ' <i>workers</i> ' know their responsibility during the positioning of the tarp Ensure all tarps are securely tied down and not weighted with tiles.		
Install poly-fabric cover to first floor platform - Slips, trips, falls and accessibility - Windy and or wet conditions - Gravity - overbalancing- Manual tasks	Slips, trips and falls Back injuries - strains and sprains		✓		✓			1	Use trained ' <i>workers</i> ' and team lifting to position and to roll out poly-fabric.	Contractor / all ' <i>workers</i> '	
Cutting 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	RCD installed on mains supply / portable generator Guards to equipment fully operational Use trained ' <i>workers</i> '. Use appropriate PPE.	Contractor / all ' <i>workers</i> '	
Lifting / placement of roof trusses - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Manual tasks	Slips, trips, falls Back injuries - muscle strain / sprain		✓			✓		2	Use planks as temporary work platform Use mechanical assistance to position trusses on top of wall plates Use trained ' <i>workers</i> ' and team lifting.- ensure team ' <i>workers</i> ' know their responsibility during the lifting and positioning of the roof trusses Replace truss with cut roof. Have girder trusses made in	Contractor / all ' <i>workers</i> '	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
									two [2] sections i.e.: not nailed together		
Fixing eaves and windows - 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	Use 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. Use of appropriate PPE.	Contractor / all 'workers' Site Supervisor	
Carry rolls of 'polastic' insulation up ramp /scaffold - fixing of the insulation and battens - 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	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. Limit weights to manageable sizes. Appropriate procedures to contain dust resulting from cutting of panels Use appropriate PPE - disposable dust protection. SWMS	Contractor / all 'workers'	
Stairwell opening	Falls through open stairwell		✓		✓			1	Prevent access to opening.	Contractor / all 'workers'	

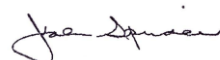
Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
- roughed-in stair no guardrail - Slips, trips, falls and accessibility - Gravity - overbalancing	Fractures, bruises lacerations and personal injuries								Provide guardrail / edge protection to void Cover stairwell with temporary sheeting.	Staircase Installer	
Carrying fix out material / tools up stairs - Slips, trips, falls and accessibility - Manual tasks	Slips, trips and falls Back injuries - strains and sprains		✓			✓		2	Assess travel path and distance to work area Ensure unobstructed access work areas. Use trained 'workers' and team lifting. SWMS	Contractor / all 'workers'	
Use of power 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	RCD installed on mains supply / portable generator Guards to plant and equipment fully operational Use trained 'workers' and rotate tasks Adequate light and ventilation Use of appropriate PPE.	Contractor / all 'workers'	
Carrying vanity unit 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 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 trained 'workers' and team lifting..	Contractor Contractor / all 'workers'	
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	RCD installed on mains supply / portable generator Guards to plant and equipment fully operational. Train 'workers' in the safe handling and cutting of hazardous materials. Adequate ventilation Use of appropriate PPE	Contractor / all 'workers'	

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