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TRADE: CARPENTER

Job No:	7666/15	Client:	EADIE & SMIT- EADIE
Address:	45 Baker Street, Oatley NSW 2223	Supervisor:	Johnathan Stewart

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* are 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: 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	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'	

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									<p>task in consultation with the 'workers'</p> <p>Ensure one [1] 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 task specific 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 dust / fibres / chemical vapours - Hazardous chemicals - Biological -	Dust / fibres inhalation - respiratory problems Skin and eye allergies/ irritations.		✓			✓		2	<p>Apply appropriate procedures necessary to contain dust / fibres / chemical vapours.</p> <p>Use appropriate PPE - disposable dust / fibres / chemical vapour protection.</p> <p>Regularly monitor for airborne dust/ fibres</p>	Contractor / all 'workers'	
Exposure to lead based paints - Hazardous chemicals - Biological	Dust inhalation - respiratory problems Skin and eye		✓			✓		2	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Apply appropriate procedures necessary to contain dust /</p>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
	allergies/ irritations.								flaking paint surfaces. Use appropriate PPE - disposable contact / dust protection. Regularly monitor for airborne dust		
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. Regularly monitor 'workers' condition Adequate fluid intake Use appropriate sun screen. Wear appropriate PPE.	Contractor / all 'workers'	
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 supply is isolated prior to the 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'	
Protection of other 'workers' and the public - Slips, trips, falls and accessibility - Access ways not clearly defined - Hazardous chemicals - Biological	Slips, trips and falls Wind- borne dust / fibres Struck by falling objects		✓			✓		2	Provide and maintain barricades to materials stored on footpath Provide and maintain barricades to isolate and to restrict access to work areas Use of shade cloth around the work area Wet down dust Provide "Spotter" to stop others entering work area	Site Supervisor Contractor / all 'workers'	
Location of services - Electricity - insulation to old wiring frayed or brittle [conduit] or	Electric shock or electrocution Gas service - explosion Inhalation and exposure to		✓		✓			3	Isolate / relocate electrical supply / wiring. RCD installed on mains supply / portable generator Isolate / relocate gas supply	Site Supervisor / all 'workers'	

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easily damaged - water pipe electrified Gas - Hazardous chemical Biological	hazardous chemicals.										
Access to and work in confined space - under floor Hazardous chemicals - Biological - Ergonomic	Dust and chemical exposure - respiratory problems Skin and eye irritations / allergies 'Worker' trapped in confined space Dehydration		✓			✓		3	Identify the risks / hazards and plan the task in consultation with the 'workers' Use task specific trained, experienced 'workers' and rotate 'workers'. Train 'workers' in safe working in confined spaces. Use of appropriate PPE Monitor the air quality for chemical vapours Regularly monitor the condition of the 'workers' within the work area Adequate fluid intake. Adequate ventilation and lighting.	Contractor / all 'workers'	
General working at height - [over 2.0m] Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old brittle / corroded roofing material 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	Identify the risks and plan the tasks in consultation with the 'workers' 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 task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work process SWMS	Site Supervisor Contractor / all 'workers'	
Working at height-	Slips, trips and		✓			✓		2	Identify the risks and plan the	Contractor / all 'workers'	

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stripping existing sheet metal roof covering and frame Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Old / corroded roofing material or brittle skylight/s Increased traffic on roof surface - walking in the middle of battens - Windy and or wet conditions - Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Electricity	falls from work platform. Fractures, bruises lacerations and personal injuries / cuts and abrasions. Struck by falling object. Exposure to ceiling dust and insulation fibres - respiratory problems. Electric shock or electrocution								task in consultation with the 'workers' Conduct hazardous chemical assessment prior to commencement of the works Appropriate removal procedures to contain dust / fibres. Regularly monitor for airborne dust/ fibres Scaffold / work platform to outer perimeter. Provide perimeter guardrail / catch scaffold to roof surface. Use safety harness Controlled lowering of sheet metal roofing Regularly monitor stability of the roof structure / ceiling frame 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 / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the removal process Don't remove sheet metal roofing on wet or windy days. Use of appropriate PPE		
Removal of eave soffits 'that may' contain asbestos cement [ACM] / fibre-cement [FC] Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet	Inhalation and exposure to ACM / FC fibres / dust - respiratory problems Slips, trips and falls from work platform / through frame Fractures, bruises lacerations and		✓			✓		3	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 relevant 'workers' Conduct hazardous chemical assessment prior to commencement of the works	Site Supervisor Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
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conditions - Gravity - overbalancing - Hazardous chemicals - Biological - Manual tasks - Proximity to other 'workers' and public	personal injuries Exposure to ceiling dust - eye and skin irritations - respiratory problems.								Adequate consultation with relevant "workers" Appropriate removal procedures to contain dust / fibres. Regularly monitor for airborne dust/ fibres Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work / removal process Appropriate warning signage and barricades to restrict access into the work area. Remove eave soffits with minimal breakage Wet down to minimise dust / fibre release. Seal residues of ACM / FC that cannot be removed from timber framed members Wrap all removed material in heavy duty plastic sheeting and seal. Use appropriate PPE SWMS		
Removal of gable cladding 'that may' contain asbestos cement [ACM] / fibre-cement [FC] - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Gravity - overbalancing - Hazardous chemicals - Biological -	Inhalation and exposure to ACM /FC fibres / dust - respiratory problems Exposure to lead based paints - Slips, trips and falls from work platform / through frame Fractures, bruises lacerations and personal injuries Exposure to ceiling dust - eye and skin irritations - respiratory problems.		✓			✓		3	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and distance to work area Ensure unobstructed access to work areas. Conduct hazardous chemical assessment prior to commencement of the works Appropriate removal procedures to contain dust / fibres. Regularly monitor for airborne dust/ fibres Use task specific trained / experienced 'workers' - ensure 'workers' know their	Site Supervisor Contractor / all 'workers'	

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Manual tasks - Proximity to other 'workers' and public									responsibility during the work / removal process Appropriate warning signage and barricades to restrict access into the work area. Remove gable cladding with minimal breakage Wet down to minimise dust / fibre release Seal residues of ACM / FC that cannot be removed from timber framed members Wrap all removed material in heavy duty plastic sheeting and seal Use appropriate PPE SWMS		
Carry and install tarpaulins to exposed roof space - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Gravity - overbalancing - Manual tasks	Slips, trips and falls Back injuries - strains and sprains Struck by flying object		✓		✓			1	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and distance to work area Ensure unobstructed access work area Use task specific trained 'workers' and team lifting to position tarp. Additional 'workers' to assist where required Ensure team 'workers' know their responsibility during the positioning of the tarp Ensure all tarps are securely tied down and not weighted with tiles	Contractor / all 'workers'	
Hand demolish rendered brickwork at ground level - Slips, trips, falls and accessibility - Access ways not clearly defined - Electricity - Exposure to dust - Manual tasks -	Slips, trips and falls Electric shock or electrocution Muscle strain - back injuries and cuts Over exertion or repetitive movements. Inhalation and		✓		✓			2	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and distance to work area Ensure unobstructed access to work areas Ensure openings and voids in floors are fully covered. Regularly monitor stability of the structure	Supervisor Contractor / all 'workers'	

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Hazardous chemicals - Biological - Gravity - stability of the structure - Proximity to other 'workers'	exposure to dust - skin and eye irritations and allergies. Exposure to lead based paints - Injuries due to collapse								Use task specific trained 'workers.- ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary tasks Guards to plant and equipment fully operational Appropriate warning signage and barricades to restrict access into the work area Wet down to minimise dust release Regularly monitor airborne dust Use appropriate PPE SWMS		
Cutting brickwork with petrol driven saw - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological - Tools and equipment Struck by flying objects	Hearing loss - Inhalation of exhaust fumes/dust - respiratory problems - Exposure to lead based paints - Sight damage objects		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers' Guards to equipment fully operational Monitor the air quality for exhaust fumes / dust Regularly monitor the condition of the 'workers' within the work area Adequate ventilation and lighting. Use appropriate PPE.	Contractor / all 'workers'	
Carry 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	Identify the risks and plan the task in consultation with the relevant 'workers' Assess travel path and distance to work area Ensure unobstructed access to site and work areas Ensure openings and voids in floors are fully covered. Use task specific trained 'workers.- ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary	Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									tasks.		
Carrying trusses 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	Identify the risks and plan the task in consultation with the relevant 'workers' 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 task specific 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 Use crane to deliver / position frames /materials to floor platform	Contractor Contractor / all 'workers'	
Cutting brickwork / 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	Identify the risks and plan the task in consultation with the relevant 'workers' RCD installed on mains supply / portable generator Guards to equipment fully operational Monitor for airborne dust Use task specific trained 'workers'. Use appropriate PPE.	Contractor / all 'workers'	
Lifting and placement of roof	Slips, trips, falls Back injuries -		✓			✓		2	Identify the risks and plan the task in consultation with the	Contractor / all 'workers'	

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trusses - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Windy and or wet conditions - Manual tasks	muscle strain / sprain								<i>'workers'</i> Use planks as temporary work platform Use mechanical assistance to position trusses on top of wall plates Use task specific 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 two [2] sections i.e.: not nailed together Use crane to deliver / position trusses to top of wall plates / walls		
Fixing of eaves - 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	Identify the risks and plan the task in consultation with the relevant <i>'workers'</i> Use task specific trained <i>'workers'</i> 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 <i>'workers'</i> Site Supervisor	
Use of gap filling flexible fillers / sealants - Hazardous chemicals Biological	Inhalation of fumes - respiratory problems. Eye and skin irritations/ allergies	✓			✓		3	✓	Identify the risks / hazards and plan the task in consultation with the <i>'workers'</i> Avoid contact with skin and eyes. Monitor air quality for chemical vapours Use task specific trained <i>'workers'</i> . Use appropriate PPE.	Contractor / all <i>'workers'</i>	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
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									Provide SDS.		
<p>Working at height - from roof surface to install skylight assemblies -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Pitch of roof and roofing material -</p> <p>Gravity - overbalancing -</p> <p>Windy and or wet conditions</p>	<p>Slips, trips and falls from scaffold or roof surface -</p> <p>Fractures, bruises lacerations and personal injuries</p>		✓			✓		3	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to work area.</p> <p>Scaffold guard rails and work platform is complete - clean and dry</p> <p>Perimeter and edge protection / catch scaffold in place when working from roof surface.</p> <p>Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work / removal process</p> <p>Use safety harness when working from roof surface - use task specific trained 'workers'</p> <p>Wear appropriate footwear.</p>	Site Supervisor / Contractor / all 'workers'	
<p>Ladder access to work areas -</p> <p>Slips, trips, falls and accessibility -</p> <p>Gravity - overbalancing</p>	<p>Fall from ladder</p> <p>Fractures, bruises lacerations and personal injuries</p>		✓		✓			1	<p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Use task specific trained 'workers'.</p> <p>Use approved ladder.</p> <p>Limit the use of ladders.</p>	Contractor / all 'workers'	
<p>Work from extension ladder -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate work platform -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing</p>	<p>Fall from ladder</p> <p>Fractures, bruises lacerations and personal injuries</p>		✓		✓			3	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Use scaffold as working platform.</p> <p>Ensure ladder is at 4:1 slope.</p> <p>Secure ladder at base and top.</p> <p>Ensure 'workers' face the ladder when climbing up and down ladder.</p> <p>Provide and maintain barricades to restrict access</p>	Contractor / all 'workers'	

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									to work area. Limit the use of ladders		
Use of electrical powered / battery operated 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	Identify the risks and plan the task in consultation with the relevant 'workers' RCD installed on mains supply / portable generator Guards to equipment fully operational Protect power lead from damage - power saw blade / sharp edges / vehicular traffic Use stands and hooks for leads in trafficable areas Use task specific trained 'workers' and rotate tasks Adequate light and ventilation Regularly monitor for airborne dust/ fibres Use of appropriate PPE.	Contractor / all 'workers'	
Use of pneumatic operated tools and equipment - Compressed air - Exposure to noise - Exposure to dust - Hazardous chemicals Biological - Plant / equipment	Impact injury from projectiles Hearing loss Inhalation of dust - respiratory problems. Eye and skin irritations / allergies - Sight damage		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers' Appropriate warning signage and barricades to restrict access into the work area Ensure unobstructed access work areas Regularly monitor that air hoses are securely engaged and not damaged Guards to tools fully operational Protect air line from damage - power saw blade / sharp edges / vehicular traffic Use of appropriate PPE. Use task specific trained 'workers'.	Contractor / all 'workers'	
Cutting chemically treated timber, pine and particleboard / MDF sheets -	Hearing loss Inhalation of dust – respiratory problems		✓			✓		2	Identify the risks and plan the task in consultation with the relevant 'workers' RCD installed on mains supply	Contractor / all 'workers'	

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Exposure to noise - Exposure to dust - Hazardous chemicals - Biological Equipment	Sight damage								/ portable generator Guards to plant and equipment fully operational. Regularly monitor for airborne dust/ fibres Train 'workers' in the safe handling and cutting of hazardous materials Monitor for airborne dust/ fibres Adequate ventilation Use of appropriate PPE Provide SDS for product.		
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 building waste and rubbish in the designated waste area / skip bin Leave site / work areas 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: