

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

TRADE: CARPENTER

| | | | |
|-----------------|--|--------------------|---------------|
| Job No: | 7659/15 | Client: | WATSON |
| Address: | 12 Union Street, Dulwich Hill NSW 2203 | Supervisor: | Matt Saunders |

| | | | |
|-------------|----------------|-----------------|-----------------|
| 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 *current material safety 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 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 | 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 [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 - | <p>Dust / fibres inhalation - respiratory problems</p> <p>Skin and eye allergies/ irritations.</p> | | ✓ | | | ✓ | | 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 | <p>Dust inhalation - respiratory problems</p> <p>Skin and eye allergies/ irritations.</p> | | ✓ | | | ✓ | | 2 | <p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Apply appropriate procedures necessary to contain dust / flaking paint surfaces.</p> <p>Use appropriate PPE -</p> | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|---|------------|----------|----------|--------|--------|-------|----------|---|--|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| | | | | | | | | | 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 to 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 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 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|--|--|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| <p>Access to and work in confined space - under floor</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Ergonomic</p> | <p>Dust and chemical exposure - respiratory problems</p> <p>Skin and eye irritations / allergies</p> <p>'Worker' trapped in confined space</p> <p>Dehydration</p> | | ✓ | | | ✓ | | 3 | <p>Identify the risks / hazards and plan the task in consultation with the 'workers'</p> <p>Use task specific trained, experienced 'workers' and rotate 'workers'.</p> <p>Train 'workers' in safe working in confined spaces.</p> <p>Use of appropriate PPE</p> <p>Monitor the air quality for chemical vapours</p> <p>Regularly monitor the condition of the 'workers' within the work area</p> <p>Adequate fluid intake.</p> <p>Adequate ventilation and lighting.</p> | Contractor / all 'workers' | |
| <p>General working at height - [over 2.0m]</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Brittle roofing material /skylight/s</p> <p>Increased traffic on roof surface - walking in the middle of battens -</p> <p>Gravity - overbalancing</p> <p>Windy and or wet conditions</p> | <p>Fall from roof edge/ work platform/ through roof or roof framing</p> <p>Fractures, bruises lacerations and personal injuries</p> | | ✓ | | ✓ | | | 1 | <p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Assess travel path to work area</p> <p>Ensure unobstructed access to work areas</p> <p>Provide guardrails, perimeter edge protection / catch scaffold.</p> <p>Scaffold / work platform to outer perimeter.</p> <p>Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work process</p> <p>SWMS</p> | <p>Site Supervisor</p> <p>Contractor / all 'workers'</p> | |
| <p>Working at height-stripping existing tiled roof covering and frame -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> | <p>Slips, trips and falls from work platform.</p> <p>Fractures, bruises lacerations and personal injuries / cuts and abrasions.</p> <p>Struck by falling object.</p> | | ✓ | | | ✓ | | 2 | <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Conduct hazardous chemical assessment prior to commencement of the works</p> <p>Appropriate removal procedures 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 | | | | |
| <p>Old / brittle roofing tiles</p> <p>Increased traffic on roof surface - walking in the middle of battens -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Manual tasks -</p> <p>Electricity</p> | <p>Exposure to ceiling dust and insulation fibres - respiratory problems.</p> <p>Electric shock or electrocution</p> | | | | | | | | <p>Provide perimeter guardrail / scaffold / work platform to outer perimeter.</p> <p>Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the removal process</p> <p>Use safety harness</p> <p>Regularly monitor for airborne dust/ fibres</p> <p>Controlled removal / disposal of the roofing tiles - provide debris chute</p> <p>Regularly monitor stability of the roof structure / ceiling frame</p> <p>Provide barricade to restrict access to the work area.</p> <p>Provide "Spotter" to stop others entering work area</p> <p>Don't stack / store tiles on roof or on scaffold.</p> <p>Don't remove roofing tiles on wet or windy days.</p> <p>Use of appropriate PPE plan the tasks in consultation with the 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access work areas.</p> <p>Use designated drop areas to restrict traffic across the roof surface</p> | | |
| <p>Removal of SMF batt foil backed insulation 'that may' contain or be contaminated by lead dust / asbestos cement [ACM] or [ACD] -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> | <p>Slips, trips and falls from work platform / through ceiling frame</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Inhalation and exposure to dust / fibres - respiratory problems</p> | | ✓ | | | ✓ | | 2 | <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to work areas</p> <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Conduct hazardous chemical assessment prior to commencement of the works</p> <p>Appropriate removal procedures to contain dust / fibres</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 | | | | |
| Windy conditions - Gravity - overbalancing Hazardous chemicals - Biological - | | | | | | | | | Regularly monitor for airborne dust/ fibres Use planks as temporary work platform Use task specific trained / experienced ' <i>workers</i> '.- ensure ' <i>workers</i> ' know their responsibility associated with the removal process Appropriate warning signage and barricades to restrict access into the work area Place removed material in heavy duty plastic bags Vacuum residual dust / fibres from ceiling area Use appropriate PPE | | |
| 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 ' <i>workers</i> ' Assess travel path and distance to work area Ensure unobstructed access work area Use task specific trained ' <i>workers</i> ' and team lifting to position tarp. Additional ' <i>workers</i> ' to assist where required 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 | Contractor / all ' <i>workers</i> ' | |
| Carry materials, bearers / joists, sheet flooring 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 ' <i>workers</i> ' 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 ' <i>workers</i> '.- ensure ' <i>workers</i> ' know their responsibility during the work process | 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 | | | | |
| | | | | | | | | | Rotate 'workers' and vary tasks. | | |
| Hand demolish rendered brickwork at ground level - Slips, trips, falls and accessibility - Access ways not clearly defined - Electricity - Exposure to dust - Manual tasks - Hazardous chemicals - Biological - Gravity - stability of the structure - Proximity to other 'workers' | Slips, trips and falls Electric shock or electrocution Muscle strain - back injuries and cuts Over exertion or repetitive movements. Inhalation and exposure to dust - skin and eye irritations and allergies. Exposure to lead based paints - Injuries due to collapse | | ✓ | | | ✓ | | 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 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 | Supervisor Contractor / all 'workers' | |
| 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 | | ✓ | | | ✓ | | 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' | |
| Removal of ceiling linings 'that may' be contaminated | Inhalation and exposure to fibres / dust - respiratory | | ✓ | | | ✓ | | 3 | Identify the risks and plan the task in consultation with the 'workers' | Site Supervisor Contractor / all | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|--|----------------------------|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| by lead dust, asbestos cement ACM dust or fibres- Slips, trips, falls and accessibility - Hazardous chemicals - Biological - Manual tasks - Proximity to other 'workers' and public | problems Slips, trips and falls through frame Fractures, bruises lacerations and personal injuries Exposure to ceiling dust - eye and skin irritations - respiratory problems. Exposure to lead based paints - | | | | | | | | Assess travel path and distance to work area Ensure unobstructed access to work areas Conduct hazardous chemical assessment prior to work 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 responsibility during the work / removal process Appropriate warning signage and barricades to restrict access into the work area Remove ceiling sheets with minimal breakage Wet down to minimise dust / fibre release Use appropriate PPE SWMS | 'workers' | |
| Carry wall frames, 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 tasks. | Contractor / all 'workers' | |
| Carrying and placing floor sheets to ground floor work areas - | Slips, trips and falls through open floor joists 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 | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|---|--|------------|----------|----------|--------|--------|-------|----------|---|--|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| Slips, trips, falls and accessibility - Manual tasks | | | | | | | | | <p>Ensure unobstructed access to site and work areas</p> <p>Use planks as temporary work platform</p> <p>Use task specific trained 'workers' and team lifting</p> <p>Ensure 'workers' know their responsibility during the carrying and positioning of the sheets upon the open floor joists</p> | | |
| <p>Carrying materials, floor timbers / joists / deep composite beams / joists and sheet flooring up ramp / scaffold -</p> <p>Slips, trips, falls and accessibility -</p> <p>Slope of ramp</p> <p>Windy and or wet conditions -</p> <p>Manual tasks</p> | <p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p> | | ✓ | | | ✓ | | 2 | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to site and work areas</p> <p>Guardrails to ramp are in place - ramp surface clean and dry.</p> <p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.</p> <p>Use task specific trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process</p> <p>Order timber in short lengths. SWMS</p> <p>Use crane to deliver / position materials to work area</p> | <p>Site Supervisor</p> <p>Contractor / all 'workers'</p> | |
| <p>Positioning floor timbers / joists / composite beams / joists on to existing walls -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall arrest system / work platform -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing</p> | <p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p> | | ✓ | | | ✓ | | 2 | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Use task specific trained 'workers' and team lifting.- ensure team 'workers' know their responsibility during the work process</p> <p>Use planks as temporary work platform.</p> <p>SWMS</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 | | | | |
| Manual tasks | | | | | | | | | | | |
| <p>Carrying and positioning of structural steel beams and posts [if required] -</p> <p>Slips, trips, falls and accessibility -</p> <p>Access ways not clearly defined -</p> <p>Windy and or wet conditions -</p> <p>Manual tasks</p> | <p>Slips, trips and falls</p> <p>Back injuries - strains and sprains</p> <p>Damage to ramp or scaffolding</p> | | ✓ | | | ✓ | | 2 | <p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to site and work areas</p> <p>Guardrails to ramp are in place - ramp surface clean and dry.</p> <p>Ramp adequate to carry combined load of men and material</p> <p>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.</p> <p>Where practicable use mechanical means [crane]to lift and position beams and posts</p> <p>Use task specific trained 'workers' and team lifting - additional 'workers' to assist-</p> <p>Ensure 'workers' know their responsibility during the carrying and positioning of the structural steel beam / post</p> <p>Use short beams where possible</p> <p>SWMS</p> <p>Use crane to deliver and position structural steel components to work area</p> | Contractor / all 'workers' | |
| <p>Carrying and placing floor sheets to first floor work areas -</p> <p>Slips, trips, falls and accessibility -</p> <p>Manual tasks</p> | <p>Slips, trips and falls through open floor joists</p> <p>Back injuries - strains and sprains</p> | | ✓ | | | ✓ | | 2 | <p>Identify the risks and plan the task in consultation with the relevant 'workers'</p> <p>Assess travel path and distance to work area</p> <p>Ensure unobstructed access to site and work areas</p> <p>Use planks as temporary work platform</p> <p>Use task specific trained 'workers' and team lifting</p> <p>Ensure 'workers' know their responsibility during the carrying and positioning of the sheets upon the open</p> | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|---|--|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| | | | | | | | | | floor joists | | |
| Carry rolls of poly-fabric up ramp /scaffold and install to cover 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 | Assess travel path and distance to work area Ensure unobstructed access work area Use task specific trained 'workers' and team lifting to position and to roll out the poly-fabric | Contractor / all 'workers' | |
| 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 | 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 - | Electric shock or electrocution | | ✓ | | | ✓ | | 2 | Identify the risks and plan the task in consultation with the relevant 'workers' | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|---|------------|----------|----------|--------|--------|-------|----------|---|---|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| Electricity - Exposure to noise - Exposure to dust - Hazardous chemicals - Biological - Tools and equipment Struck by flying objects | Hearing loss - Inhalation of dust - respiratory problems - Sight damage | | | | | | | | RCD installed on mains supply / portable generator Guards to equipment fully operational Monitor for airborne dust Use task specific trained 'workers'. Use appropriate PPE. | | |
| Lifting and 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 | Identify the risks and plan the task in consultation with the 'workers' Use planks as temporary work platform Use mechanical assistance to position trusses on top of wall plates Use task specific trained 'workers' and team lifting.- ensure team 'workers' 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 | Contractor / all 'workers' | |
| Lifting large strutting and hanging beams onto top wall plate Slips, trips, falls and accessibility - Inadequate work platform - 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 Ensure unobstructed access work area. Use planks as temporary work platform Use mechanical assistance where practical to lift and position Use task specific trained 'workers' and team lifting - additional 'workers' to assist.- ensure team 'workers' know their responsibility during the work task Use crane to deliver | Contractor / all 'workers' Site Supervisor | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|--|---|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| | | | | | | | | | materials to top of wall plates / walls | | |
| Fixing of eaves, windows and shading devices - 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 'workers' Use task specific 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 aluminium breather foil up ramp / scaffold to wrap first floor frame - Slips, trips, falls and accessibility - Windy and or wet conditions - Gravity - overbalancing- Manual tasks | Slips, trips and falls Back injuries - strains and sprains | | ✓ | | ✓ | | | 1 | Identify the risks and plan the task in consultation with the relevant 'workers' Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry Use task specific trained 'workers' and team lifting to position and to roll out and fix breather foil Additional 'workers' to assist where required | Contractor / all 'workers' | |
| Cutting and fixing fibre-cement [FC] sheet eaves and wall cladding - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof - roofing material - Windy and or wet conditions - Gravity - overbalancing - | Slips, trips and falls from work platform Fractures, bruises lacerations and personal injuries Back injuries - strains and sprains Dust inhalation - respiratory problems | | ✓ | | ✓ | | | 2 | Identify the risks and plan the task in consultation with the relevant 'workers' Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry Perimeter guardrail / catch scaffold to roof surfaces when working from roof surface Use task specific trained 'workers'. Monitor for airborne dust/ fibres 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 | | | | |
| Manual tasks | | | | | | | | | | | |
| Carry rolls of 'polastic' insulation blanket up ramp /scaffold - fixing of battens and insulation - 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 | 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 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 Appropriate procedures to contain dust resulting from cutting of the foil backed polystyrene insulation rolls Use appropriate PPE - disposable dust protection. Use task specific trained 'workers' SWMS | Contractor / all 'workers' | |
| Exposure to polystyrene dust | Eye and skin irritations / allergies | | ✓ | | | ✓ | | 2 | Appropriate procedures to contain dust Regularly monitor for airborne dust/ fibres Use appropriate PPE - disposable dust protection Provide Safety Data Sheet. | Contractor / all 'workers' | |
| 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 'workers' Avoid contact with skin and eyes. Monitor air quality for chemical vapours Use task specific trained | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|---|---|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| | | | | | | | | | 'workers'. Use appropriate PPE. Provide SDS. | | |
| Working at height - balcony / deck Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Gravity - overbalancing Windy and or wet conditions | Fall from balcony / deck edge / work platform Fall through balcony / deck framing Fractures, bruises lacerations and personal injuries | | ✓ | | ✓ | | | 1 | Identify the risks and plan the task in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access work areas Provide guardrails, perimeter edge protection / catch scaffold Scaffold / work platform to balcony / deck area Use task specific trained / experienced 'workers' SWMS | Site Supervisor Contractor / all 'workers' | |
| Working at height - from roof surface to install skylight assembly - Slips, trips, falls and accessibility - Inadequate fall prevention system / work platform - Pitch of roof and roofing material - Gravity - overbalancing - Windy and or wet conditions | Slips, trips and falls from scaffold or roof surface - Fractures, bruises lacerations and personal injuries | | ✓ | | | ✓ | | 3 | Identify the risks and plan the tasks in consultation with the 'workers' Assess travel path and distance to work area Ensure unobstructed access to work area. Scaffold guard rails and work platform is complete - clean and dry Perimeter and edge protection / catch scaffold in place when working from roof surface. Use task specific trained / experienced 'workers' in safe working at heights - ensure 'workers' know their responsibility during the work / removal process Use safety harness when working from roof surface - use task specific trained 'workers' Wear appropriate footwear. | Site Supervisor / Contractor / all 'workers' | |
| Stairwell opening - roughed-in stair no guardrail - | Falls through open stairwell Fractures, bruises | | ✓ | | ✓ | | | 1 | Identify the risks and plan the task in consultation with the 'workers' | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|---|--|------------|----------|----------|--------|--------|-------|----------|--|----------------------------|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| Slips, trips, falls and accessibility - Gravity - overbalancing | lacerations and personal injuries | | | | | | | | Prevent access to opening Provide guardrail / edge protection to stairwell void Cover stairwell with temporary sheeting / scaffold | Staircase Installer | |
| Ladder access to work areas - Slips, trips, falls and accessibility - Gravity - overbalancing | Fall from ladder Fractures, bruises lacerations and personal injuries | | ✓ | | ✓ | | | 1 | Identify the risks and plan the task in consultation with the 'workers' Use task specific trained 'workers'. Use approved ladder. Limit the use of ladders. | Contractor / all 'workers' | |
| Work from extension ladder - Slips, trips, falls and accessibility - Inadequate work platform - Windy and or wet conditions - Gravity - overbalancing | Fall from ladder Fractures, bruises lacerations and personal injuries | | ✓ | | ✓ | | | 3 | Identify the risks and plan the tasks in consultation with the 'workers' Use scaffold as working platform. Ensure ladder is at 4:1 slope. Secure ladder at base and top. Ensure 'workers' face the ladder when climbing up and down ladder. Provide and maintain barricades to restrict access to work area. Limit the use of ladders | Contractor / all 'workers' | |
| 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 - | Impact injury from projectiles | | ✓ | | | ✓ | | 2 | Identify the risks and plan the task in consultation with the 'workers' | Contractor / all 'workers' | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|---|---|------------|----------|----------|--------|--------|-------|----------|--|---|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| Compressed air - Exposure to noise - Exposure to dust - Hazardous chemicals Biological - Plant / equipment | Hearing loss Inhalation of dust - respiratory problems. Eye and skin irritations / allergies - Sight damage | | | | | | | | 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'. | | |
| Carrying laundry cabinet to ground floor work area - Slips, trips, falls and accessibility - Access ways not clearly defined - Manual tasks | Slips, trips and falls Back injuries - sprains and strains | | ✓ | | | ✓ | | 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 work area Ensure openings and voids in floors are fully covered. Use task specific trained and experienced 'workers' and team lifting | Contractor / all 'workers' | |
| 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 - sprains and strains | | ✓ | | | ✓ | | 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 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 task specific trained 'workers' and team lifting. | Contractor Contractor / all 'workers' | |
| Building in bath - | Back injuries - | | ✓ | | | ✓ | | 2 | Identify the risks and plan the | Carpenter / | |

| Job Step / Hazard | Potential Harm | Likelihood | | | Result | | | Priority | Possible Controls | Responsible Person/s | Date |
|--|---|------------|----------|----------|--------|--------|-------|----------|--|----------------------------|------|
| | | Likely | Possible | Unlikely | Major | Severe | Minor | | | | |
| Manual tasks | strains and sprains | | | | | | | | task in consultation with the relevant 'workers' Use trained and experienced 'workers' and team lifting | Plumber | |
| 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 | Identify the risks and plan the task in consultation with the relevant 'workers' RCD installed on mains supply / 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. | Contractor / all 'workers' | |
| 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: