

Date:		New	✓	Revised		Page	
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TRADE: INSULATION INSTALLER

Job No:	7611/14	Client:	PAYNE
Address:	5 / 59 Gould Street, Bondi Beach NSW 2026	Supervisor:	David Wahba

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. Train 'workers' in the safe accessing of the work area using / from a scaffolded access tower [steps]	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	Hearing damage		✓			✓		1	Isolate plant and equipment.	All 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Plant / equipment									Use appropriate PPE		
Exposure to dust / fibres Hazardous chemical - Biological -	Dust [fibre] inhalation / skin and eye allergies/ irritations. Respiratory problems		✓			✓		2	Use appropriate PPE - disposable dust protection. Regularly monitor for airborne dust/ fibres	Contractor / all 'workers'	
Delivery of materials and tools to work area - Slips, trips, falls and accessibility - Access ways not clearly defined Pitch of roof and roofing material - Windy and or wet conditions - Gravity - overbalancing 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' Use materials hoist to deliver materials to third / fourth floor level Assess travel path and distance to work area Ensure unobstructed access to site and work areas Use task specific trained 'workers.- ensure 'workers' know their responsibility during the work process Rotate 'workers' and vary tasks.	Contractor / all 'workers'	
Carry insulation packs and equipment up stairs - Slips, trips, falls and accessibility - Manual tasks	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 to work areas. Use task specific trained 'workers', team lifting and rotate 'workers'. SWMS	Contractor / all 'workers'	
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'	


Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
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 and accessibility - Gravity - overbalancing Ergonomic - Extreme temperatures	Accessibility Fall through framing members 'Worker' trapped in confined space Dehydration		✓			✓		3	Identify the risks and plan the task in consultation with the 'workers' Use task specific trained, experienced 'workers' in confined roof spaces 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.	Contractor / all 'workers'	
Site clean up on completion of work Manual tasks	Inhalation of dust - respiratory problems. Eye and skin irritations / allergies		✓			✓		3	Place all associated waste in a heavy duty plastic bag and seal Use materials chute or materials hoist to lower	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
Exposure to dust - Hazardous chemicals Biological -	Personal injuries - cuts and abrasions.								material waste / debris to ground floor level Place all associated waste and 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		

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: