

Date:		New	✓	Revised		Page	
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TRADE: GLAZED BALUSTRADE INSTALLER

Job No:	7688/15	Client:	Khnanian
Address:	18 Mary St Merrylands	Supervisor:	Shane Denny

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 *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] and /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 trades	
Stored materials - Slips, trips, falls and accessibility - Access ways not clearly defined	Slips, trips and falls		✓			✓		2	Isolate material Provide barricade	Site Supervisor / all trades	
Exposure to noise	Hearing damage		✓			✓		2	Use appropriate P.P.E Isolate plant and equipment	Contractor / all 'workers'	
Manual handling balustrade components to work area - Slips, trips, falls and accessibility -	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 'workers' Assess travel path and distance to work area	Contractor / all 'workers'	

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Access ways not clearly defined - Manual tasks									<p>Ensure unobstructed access to the work area</p> <p>Use task specific trained '<i>workers</i>' and team lifting.</p> <p>Face direction of travel</p> <p>Rotate '<i>workers</i>' and vary tasks.</p> <p>Use mechanical assistance, When necessary get additional assistance for loads which are heavy or are awkward dimensions.</p>		
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 '<i>workers</i>' condition</p> <p>Adequate fluid intake</p> <p>Use appropriate sun screen.</p> <p>Wear appropriate PPE.</p>	Contractor / all ' <i>workers</i> '	
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	<p>Identify that the electrical service is isolated prior to work commencing.</p> <p>Provide 'tiger tails' [insulation] - adequately boxed adjacent to scaffold - extended an appropriate distance past the boundary</p>	<p>Licensed Electrical Contractor or Approved person</p> <p>Site Supervisor</p> <p>Contractor / all '<i>workers</i>'</p>	
Location of services - Electricity - insulation to old wiring frayed or brittle [conduit] or easily damaged - water pipe electrified	<p>Electric shock or electrocution</p> <p>Gas service - explosion</p> <p>Inhalation and exposure to hazardous chemicals</p>		✓		✓			3	<p>Isolate electrical supply / wiring.</p> <p>RCD installed on mains supply / portable generator</p> <p>Isolate gas supply.</p>	Site Supervisor / all ' <i>workers</i> '	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
Gas service - Hazardous chemical Biological											
Working at height to install balustrade to balcony / decks - Slips, trips, falls and accessibility - Inadequate fall prevention system - Windy conditions - Gravity - overbalancing	Slips, trips and falls from edge of work area. Fractures, bruises lacerations and personal injuries		✓			✓		3	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. Perimeter and edge protection to balcony is in place. Use task specific trained 'workers' in safe working at heights. Use appropriate PPE	Site Supervisor Contractor / all 'workers'	
Working at height from roof surface - Slips, trips, falls and accessibility - Inadequate fall prevention system /working platform Slips, trips, falls and accessibility - Pitch of roof and type of roofing material Windy and or wet conditions - Gravity - overbalancing Manual tasks	Slips, trips and falls from work platform / roof surface - Fractures, bruises lacerations and personal injuries Muscle sprains / strains		✓			✓		3	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. Perimeter and edge protection when working from roof surface. Use task specific trained 'workers' in safe working at heights. Use appropriate PPE [footwear]	Site Supervisor / Contractor / all 'workers'	
Carry balustrade components and tools up ramp / scaffold or over roof	Slips, trips and falls from ramp / scaffold Back injuries - muscle strain / sprain - cuts		✓			✓		2	Identify the risks and plan the task in consultation with the 'workers'	Contractor / all 'workers'	

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surface Slips, trips, falls and accessibility - Slope of ramp - Pitch of roof and type roofing material - Windy and or wet conditions - Gravity - overbalancing Manual tasks									Assess travel path and distance to work area Ensure unobstructed access to work areas. Guardrails to ramp are in place - ramp surface clean and dry. Guardrails and toe boards to scaffold and access ramp are in place and work platform complete, clean and dry. Use task specific trained 'workers', team lifting and rotate 'workers'. Limit the size of each section of handrail to easily manageable size.		
Carry balustrade components and tools 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'	
Work from step / extension ladder- Slips, trips, falls and accessibility - Inadequate fall prevention system /	Fall from ladder		✓		✓			2	Identify the risks and plan the task in consultation with the 'workers' Assess travel path and distance to work area	Contractor / all 'workers'	

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work platform - Gravity - overbalancing									<p>Ensure unobstructed access to work areas.</p> <p>Use scaffold as a working platform. Ensure ladders are at 4:1 slope. Secure ladder at base and top. Ensure <i>workers</i> face the ladder when climbing up and down ladder. Provide and maintain barricades to restrict access to work area. Limit the use of ladders</p>		
<p>Use of electrical powered / battery operated tools -</p> <p>Electricity -</p> <p>Exposure to noise -</p> <p>Exposure to dust -</p> <p>Hazardous chemicals -</p> <p>Biological -</p> <p>Plant / equipment</p>	<p>Electric shock or electrocution</p> <p>Hearing loss</p> <p>Inhalation of dust - respiratory problems.</p> <p>Eye and skin irritations / allergies -</p> <p>Sight damage</p>		✓			✓		2	<p>Identify the risks and plan the task in consultation with the '<i>workers</i>'</p> <p>Protect power lead from damage - sharp edges / vehicular traffic</p> <p>Use stands and hooks for leads in trafficable areas</p> <p>Guards to power tools fully operational.</p> <p>Monitor for airborne dust/ fibres</p> <p>Adequate ventilation and lighting</p> <p>Use of appropriate PPE.</p> <p>Use task specific '<i>workers</i>'.</p>	Contractor / all ' <i>workers</i> '	
<p>Use of gap filling flexible fillers/ sealants</p> <p>Hazardous chemicals -</p> <p>Biological</p>	<p>Inhalation of fumes - respiratory problems.</p> <p>Eye and skin irritations/ allergies</p>	✓			✓		3	✓	<p>Identify the risks / hazards and plan the task in consultation with the '<i>workers</i>'</p> <p>Avoid contact with skin and eyes.</p>	Contractor / all ' <i>workers</i> '	

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									Monitor air quality for chemical vapours Use task specific trained 'workers'. Use appropriate PPE. Provide SDS.		
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 associated installation 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	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: