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

**TRADE: FIX OUT CARPENTER**

|                 |   |                    |                 |
|-----------------|---|--------------------|-----------------|
| <b>Job No:</b>  | <b>7694/15</b>                                | <b>Client:</b>     | <b>BAYOT</b>    |
| <b>Address:</b> | 37 Merriville Road, Kellyville Ridge NSW 2155 | <b>Supervisor:</b> | Andrew Cashmore |

|             |                |                 |                 |
|-------------|----------------|-----------------|-----------------|
| <b>Key:</b> | "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* 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 -<br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined | Slips, trips and falls  |            | ✓        |          |        | ✓      |       | 3        | Assess travel path and distance to work area<br><br>Ensure unobstructed access to site and work areas.  | Site Supervisor / all 'workers' |      |
| Stored materials -<br><br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined        | Slips, trips and falls  |            | ✓        |          |        | ✓      |       | 2        | Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas.<br><br>Provide and maintain barricades to isolate material and to restrict access.<br>Provide designated waste areas. | Site Supervisor / all 'workers' |      |
| Manual tasks  | Muscle strain - back injuries and cuts<br>Over exertion or repetitive movements |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the tasks in consultation with the 'workers'<br>Use task specific trained 'workers' and team lifting.<br>Rotate 'workers' and vary tasks.   | Contractor / all 'workers'      |      |
| Exposure to noise<br>Plant / equipment  | Hearing damage  |            | ✓        |          |        | ✓      |       | 2        | Isolate plant and equipment<br>Use appropriate PPE  | All 'workers'                   |      |

| Job Step / Hazard  | Potential Harm   | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s       | Date |
|--|--|------------|----------|----------|--------|--------|-------|----------|---|----------------------------|------|
|  |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |                            |      |
| Exposure to UV light / weather -<br><br>UV light - glare<br><br>Extreme temperatures   | Skin cancer / sun burn -<br><br>Dehydration - heat stroke or fatigue<br><br>Sight damage   |            | ✓        |          |        | ✓      |       | 2        | Reduce exposure where possible.<br><br>Monitor 'workers' condition<br><br>Adequate fluid intake<br><br>Use appropriate sun screen.<br>Wear appropriate PPE.   | Contractor / all 'workers' |      |
| Exposure to dust/ chemical vapours<br>Hazardous chemical -<br>Biological -   | Dust and chemical vapour inhalation / skin and eye allergies/ irritations.<br><br>Respiratory problems   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks / hazards and plan the tasks in consultation with the 'workers'<br><br>Use appropriate PPE - disposable dust / chemical vapour protection.   | Contractor / all 'workers' |      |
| Exposure to lead based paints -<br><br>Hazardous chemicals -<br>Biological   | Dust inhalation - respiratory problems<br><br>Skin and eye allergies/ irritations.   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the tasks in consultation with the 'workers'<br>Apply appropriate procedures necessary to contain dust / flaking paint surfaces.<br><br>Use appropriate PPE - disposable contact / dust protection.<br><br>Regularly monitor for airborne dust  | Contractor / all 'workers' |      |
| Carrying fix out materials, doors and tools up ramp or over roof and through window -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall prevention system -<br><br>Windy and or wet conditions -<br><br>Slope of ramp / pitch of roof - roofing material<br><br>Manual tasks | Slips, trips and falls from ramp or roof surface<br><br>Fractures, bruises lacerations and personal injuries<br><br>Muscle strain - back injuries and cuts |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the tasks in consultation with the 'workers'<br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas.<br><br>Guardrails to ramp are in place - ramp and roof surfaces clean and dry.<br><br>Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry.<br><br>Perimeter and edge protection / catch scaffold when access from roof surface.<br><br>Use task specific trained 'workers' and team lifting.<br><br>Rotate 'workers' and vary tasks. | Contractor / all 'workers' |      |

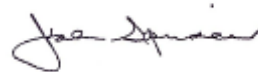
| Job Step / Hazard  | Potential Harm  | Likelihood |          |          | Result |        |       | Priority | Possible Controls   | Responsible Person/s       | Date |
|--|---|------------|----------|----------|--------|--------|-------|----------|---|----------------------------|------|
|  |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |                            |      |
|  |   |            |          |          |        |        |       |          | SWMS  |                            |      |
| Carrying fix out Materials and tools up stairs -<br><br>Slips, trips, falls and accessibility -<br><br>Manual tasks  | Slips, trips and falls on stairs.<br><br>Back injuries-muscle strain / sprain   |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas.<br><br>Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks.<br><br>SWMS  | Contractor/ all 'workers'  |      |
| Use of electrical powered / battery operated tools -<br><br>Electricity -<br>Exposure to noise -<br>Exposure to dust -<br>Hazardous chemicals -<br>Biological -<br>Equipment     | Electrical shock or electrocution<br><br>Hearing loss<br><br>Inhalation of dust - respiratory problems.<br><br>Eye and skin irritations / allergies -<br><br>Sight damage |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the 'workers'<br><br>RCD installed on mains supply / portable generator<br><br>Protect power lead from damage - power saw blade / sharp edges / vehicular traffic<br><br>Use stands and hooks for leads in trafficable areas<br><br>Guards to plant and equipment fully operational.<br><br>Adequate ventilation and lighting<br><br>Monitor for airborne dust/ fibres<br><br>Use task specific trained 'workers'.<br><br>Use of appropriate PPE. | Contractor/ all 'workers'  |      |
| Use of pneumatic operated tools and equipment -<br><br>Compressed air -<br>Exposure to noise -<br>Exposure to dust -<br>Hazardous chemicals<br>Biological -<br>Plant / equipment | Impact injury from projectiles<br><br>Hearing loss<br><br>Inhalation of dust - respiratory problems.<br><br>Eye and skin irritations / allergies -<br><br>Sight damage    |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the task in consultation with the 'workers'<br><br>Appropriate warning signage and barricades to restrict access into the work area<br><br>Ensure unobstructed access work areas<br><br>Regularly monitor that air hoses are securely engaged and not damaged   | Contractor / all 'workers' |      |

| Job Step / Hazard   | Potential Harm   | Likelihood |          |          | Result |        |       | Priority | Possible Controls  | Responsible Person/s       | Date |
|---|--|------------|----------|----------|--------|--------|-------|----------|--|----------------------------|------|
|   |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |                            |      |
|   |  |            |          |          |        |        |       |          | <p>Guards to tools fully operational</p> <p>Protect air line from damage<br/>- power saw blade / sharp edges / vehicular traffic</p> <p>Use of appropriate PPE.</p> <p>Use task specific trained 'workers'.</p>  |                            |      |
| <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 'workers'</p> <p>Avoid contact with skin and eyes.</p> <p>Monitor air quality for chemical vapours</p> <p>Use task specific trained 'workers'.</p> <p>Use appropriate PPE.<br/>Provide SDS.</p>   | Contractor / all 'workers' |      |
| <p>Working with chemically treated timber, pine or medium density fibre-board [MDF]-</p> <p>Exposure to dust -</p> <p>Hazardous chemicals -</p> <p>Biological</p> | <p>Inhalation of dust - respiratory problems.</p> <p>Eye and skin irritations / allergies -</p> <p>Sight damage</p>                          |            | ✓        |          | ✓      |        |       | 2        | <p>Identify the risks / hazards and plan the task in consultation with the 'workers'</p> <p>Train 'workers' in the safe handling and cutting of hazardous materials.</p> <p>Adequate ventilation and lighting</p> <p>Monitor for airborne dust/ fibres</p> <p>Use of appropriate PPE</p> <p>Provide SDS for product.</p> | Contractor/ all 'workers'  |      |
| <p>Site clean up on completion of work</p> <p>Manual tasks</p> <p>Exposure to dust -</p> <p>Hazardous chemicals</p> <p>Biological -</p>                           | <p>Inhalation of dust - respiratory problems.</p> <p>Eye and skin irritations / allergies</p> <p>Personal injuries - cuts and abrasions.</p> |            | ✓        |          | ✓      |        |       | 3        | <p>Place all associated building waste and rubbish in the designated waste area / skip bin</p> <p>Leave site / work areas in a clean and tidy condition</p> <p>Remove any temporary barricades if no longer required</p>   | 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: