

<b>Date:</b>	1/10/2015	<b>New</b>	✓	<b>Revised</b>		<b>Page</b>	
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**TRADE: SHEETMETAL ROOFER**

<b>Job No:</b>	<b>7676/15</b>	<b>Client:</b>	<b>EDWARDS</b>
<b>Address:</b>	23 Thornton Street Fairlight NSW 2094	<b>Supervisor:</b>	Matt Saunders

<b>Key:</b>	"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] 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 - lifting metal roofing sheets and accessories -  Manual tasks	Muscle strain - back injuries and cuts  Over exertion or repetitive movements		✓			✓		2	Assess travel path and distance to work area  Ensure unobstructed access work areas.  Identify the risks and plan the task in consultation with the	Contractor / all 'workers'	

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									<p>'workers'</p> <p>Use task specific trained / experienced 'workers' - ensure 'workers' know their responsibility during the work process</p> <p>Rotate 'workers' and vary tasks</p> <p>Limit weights to manageable sizes.</p> <p>Use mechanical assistance where practicable to position roofing sheets</p> <p>Use appropriate PPE.</p>		
Exposure to noise Plant / equipment	Hearing damage		✓			✓		2	<p>Isolate plant and equipment.</p> <p>Use appropriate PPE.</p>	Contractor / all 'workers'	
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 'workers' condition</p> <p>Adequate fluid intake</p> <p>Use appropriate sun screen.</p> <p>Wear appropriate PPE.</p>	Contractor / all 'workers'	
<p>Contact with o/head electrical services / point of attachment -</p> <p>Power lines not isolated, covered or enclosed -</p> <p>Working too close to electrical supply -</p> <p>Strong winds causing power lines to swing close to work area -</p> <p>Wet conditions making 'tiger tails' ineffective</p>	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 'workers'</p>	
<p>Location of services -</p> <p>Electricity - insulation to old wiring frayed or brittle [conduit] or</p>	<p>Electric shock or electrocution</p> <p>Inhalation and exposure to hazardous</p>		✓		✓			3	<p>Isolate electrical service / wiring.</p> <p>RCD installed on mains supply / portable generator</p> <p>Isolate gas service.</p>	Site Supervisor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
easily damaged - water pipe electrified Hazardous chemical Biological	chemicals.										
Carry roofing materials and tools up ramp / scaffold -  Slips, trips, falls and accessibility -  Slope of ramp -  Windy and or wet conditions -  Manual tasks	Slips, trips and falls  Muscle strain - back injuries and cuts  Over exertion or repetitive movements		✓			✓		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 areas.  Guardrails to ramp are in place - ramp surface clean and dry.  Scaffold guardrails, work platform and toe boards is complete - clean and dry work platform.  Use task specific trained 'workers' - team lifting and carrying.  Limit weights to manageable sizes.	Contractor / all 'workers'	
Carry rolls of foil backed insulation up ramp /scaffold -  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 '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.  Use task specific trained 'workers' - team lifting and carrying - rotate 'workers' and vary tasks.  Limit weights to manageable sizes.	Contractor / all 'workers'	

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		Likely	Possible	Unlikely	Major	Severe	Minor				
									Use appropriate PPE - disposable dust protection. SWMS		
<p>Work at height - cut and fix metal barge / fascia, eave and valley gutter, fix roofing battens and foil backed sarking / insulation -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system / work platform -</p> <p>Windy and or wet conditions -</p> <p>Gravity - overbalancing -</p> <p>Manual tasks</p>	<p>Slips, trips and falls from edge of roof, through framing, from work platform.</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Cuts and abrasions</p> <p>Sight damage</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>Use mechanical assistance where practicable; provide training in the use of the equipment</p> <p>Provide perimeter guardrail / catch scaffold to roof surfaces including gable ends</p> <p>Provide barricades to restrict access to work areas.</p> <p>Use task specific trained experienced 'workers' in working at heights - additional 'workers' to handle long lengths of fascia / barge capping, guttering, roofing battens and accessories</p> <p>Limit truss/rafter spacing to 600mm</p> <p>Use buckets to retain off cuts and tools on working deck.</p> <p>Use safety harness -use task specific trained 'workers'</p> <p>Don't work on roof in wet or windy conditions</p> <p>Monitor for airborne dust/ fibres from insulation</p> <p>Use of PPE</p>	<p>Site Supervisor</p> <p>Contractor / all 'workers'</p>	
<p>Use of pneumatic operated tools and equipment -</p> <p>Compressed air -</p> <p>Exposure to noise -</p> <p>Exposure to dust -</p> <p>Hazardous chemicals</p>	<p>Impact injury from projectiles</p> <p>Hearing loss</p> <p>Inhalation of dust - respiratory problems.</p> <p>Eye and skin irritations /</p>		✓		✓			2	<p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Appropriate warning signage and barricades to restrict access into the work area</p> <p>Ensure unobstructed access work areas</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				
Biological - Plant / equipment	allergies -  Sight damage								<p>Regularly monitor that air hoses are securely engaged and not damaged</p> <p>Guards to tools fully operational</p> <p>Protect air line from damage - power saw blade / sharp edges / vehicular traffic</p> <p>Use of appropriate PPE.</p> <p>Use task specific trained 'workers'.</p>		
<p>Work at height - cut and fix metal roofing sheets, barge / fascia, hip and ridge capping</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system /work platform -</p> <p>Windy and or wet conditions -</p> <p>Pitch of roof -</p> <p>Gravity - overbalancing -</p> <p>Manual tasks</p> <p>Reflective surface of sarking and roofing sheets - glare</p>	<p>Slips, trips and falls from edge of roof, through framing, from work platform.</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Sharp edges - cuts and abrasions</p>		✓			✓		2	<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>Provide perimeter guardrail / catch scaffold to roof surface.</p> <p>Provide barricades to restrict access to work areas.</p> <p>Use task specific trained experienced 'workers' in working at heights - additional 'workers' to handle long lengths of roofing sheets, barge / fascia, hip and ridge capping and accessories</p> <p>Limit truss / rafter spacing to 600mm</p> <p>Use safety harness - use task specific trained 'workers'.</p> <p>Don't work on roof in wet or windy conditions</p> <p>Use of appropriate PPE</p>	Contractor / all 'workers'	
<p>Use of flexible 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>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
									<p>Monitor air quality for chemical vapours</p> <p>Use task specific trained 'workers'.</p> <p>Use appropriate PPE. Provide SDS.</p>		
<p>Work from extension / step ladder -</p> <p>Slips, trips, falls and accessibility -</p> <p>Windy and or wet conditions</p> <p>Gravity - overbalancing</p>	Fall from ladder.		✓		✓			3	<p>Identify the risks and plan the tasks in consultation with the 'workers'</p> <p>Use scaffold as working platform.</p> <p>Use task specific trained and experienced 'workers'.</p> <p>Ensure ladders are at 4:1 slope.</p> <p>Secure ladder at base and top.</p> <p>Ensure workers face the ladder when climbing up and down.</p> <p>Provide and maintain barricades to restrict access to work area.</p> <p>Limit the use of ladders</p>	Contractor / all 'workers'	
<p>Unsecured metal roofing products -</p> <p>Slips, trips, falls and accessibility -</p> <p>Inadequate fall prevention system -</p> <p>Windy or wet conditions -</p> <p>Overbalancing -</p> <p>Manual tasks</p>	<p>Slips, trips and falls from edge of roof, through framing, from work platform</p> <p>Fractures, bruises lacerations and personal injuries</p> <p>Struck by falling objects / debris.</p>		✓			✓		2	<p>Where practicable consider cutting roofing sheets on the ground</p> <p>Secure roof sheeting and accessories</p> <p>Off cuts to be weighed down or immediately removed from roof surface</p>	Contractor / all 'workers'	
<p>Cutting / fixing metal roof products using electrical powered /battery operated tools -</p> <p>Electricity - RCD not installed on mains supply or portable generator</p>	Electric shock or electrocution		✓		✓			1	<p>Identify the risks and plan the task in consultation with the 'workers'</p> <p>Protect power lead from damage - power saw blade / sharp edges on roofing products</p> <p>Use stands and hooks for leads in trafficable areas</p> <p>RCD installed on mains supply / portable generator</p>	Contractor / all 'workers'	

Job Step / Hazard	Potential Harm	Likelihood			Result			Priority	Possible Controls	Responsible Person/s	Date
		Likely	Possible	Unlikely	Major	Severe	Minor				
									Training 'workers' in the safe use of electrical powered tools		
Site clean up including roof surfaces 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	Identify the risks and plan the tasks in consultation with the 'workers'  Provide perimeter guardrail to the roof surface  Use task specific trained 'workers' in the safe operation of plant and equipment used to clean down the roof surfaces  Use appropriate PPE including footwear Place all associated roofing waste and debris 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 from around work area	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:



Signed by:

(Contractor PCBU)

ABN:

Address:

Phone:

Fax:

for and on behalf of: Cape Cod Australia Pty. Ltd

ABN: 54 000 605 407

Builder's Licence No.: 5519

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Email:

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