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| Date: |  | New | ✓ | Revised |  | Page |  |
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**TRADE: FLOOR AND WALL TILER**

|                 |  |                    |                      |
|-----------------|--|--------------------|----------------------|
| <b>Job No:</b>  | <b>7722/15</b>                             | <b>Client:</b>     | <b>LE &amp; DIEP</b> |
| <b>Address:</b> | <b>95 Dawn Street, Greystanes NSW 2145</b> | <b>Supervisor:</b> | <b>Shane Denny</b>   |

|             |                |                 |                 |
|-------------|----------------|-----------------|-----------------|
| <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* 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 -<br>Slips, trips, falls and accessibility -<br><br>Access ways not clearly defined | Slips, trips and falls                                     |            | ✓        |          |        | ✓      |       | 3        | Identify the risks and plan the tasks in consultation with the 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed all weather access to site and work areas.<br><br>Unload and move equipment and materials to designated area to keep footpath / work place access clear | 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 |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the tasks 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 |          |   |                            |      |
|  | repetitive movements   |            |          |          |        |        |       |          | Use task specific trained 'workers' and team lifting. Rotate 'workers' and vary tasks.  |                            |      |
| Exposure to noise<br>Plant / equipment   | Hearing damage   |            | ✓        |          |        | ✓      |       | 2        | Isolate plant and equipment.<br>Use appropriate PPE   | All 'workers'              |      |
| 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/<br>chemical vapours<br><br>Hazardous chemical -<br>Biological -  | Dust and chemical vapour inhalation / skin and eye allergies/ irritations.<br><br>Respiratory problems           |            | ✓        |          |        | ✓      |       | 2        | Use appropriate PPE - disposable dust / chemical vapour protection.<br><br>Monitor for chemical vapours / airborne dust/ fibres   | Contractor / all 'workers' |      |
| Use of electrical powered / battery operated plant and equipment -<br><br>Electricity -<br>Exposure to noise -   | Electrical shock or electrocution<br><br>Hearing loss<br><br>Sight damage  |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the tasks in consultation with the 'workers'<br><br>Use task specific trained '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>Use of appropriate PPE. | Contractor/ all 'workers'  |      |
| Carry materials, tiles and tools up ramp / scaffold or over roof surface<br><br>Slips, trips, falls and accessibility -<br><br>Slope of ramp -<br><br>Pitch of roof and roofing material -<br><br>Windy and or wet conditions -<br><br>Gravity - overbalancing | Slips, trips and falls from ramp / scaffold or roof surface<br><br>Back injuries - muscle strain / sprain - cuts |            | ✓        |          |        | ✓      |       | 2        | Identify the risks and plan the tasks in consultation with the 'workers'<br><br>Assess travel path and distance to work area<br><br>Ensure unobstructed access to work areas.<br>Guardrails to ramp are in place - ramp surface clean and dry.<br><br>Guardrails and toe boards to scaffold and access ramp are in place and work platform complete, clean and dry.   | Contractor / all 'workers' |      |

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|--|--|------------|----------|----------|--------|--------|-------|----------|---|---|------|
|  |  | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |   |      |
| Manual tasks   |  |            |          |          |        |        |       |          | Use task specific trained 'workers', team lifting and rotate 'workers'.<br><br>Limit the size of each load to easily manageable size - carry part boxes only  |   |      |
| Carry materials, tiles and tools up stairs -<br><br>Slips, trips, falls and accessibility -<br><br>Manual tasks  | Slips, trips and falls on stairs<br><br>Back injury - 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', team lifting and rotate 'workers'.<br><br>SWMS<br><br>Carry part boxes of tiles only                   | Contractor / all 'workers'                        |      |
| Carry mixed cement mortar to work areas using bucket -<br><br>Slips, trips, falls and accessibility -<br><br>Manual tasks  | Slips, trips and falls.<br><br>Back injury - muscle strain / sprain - cuts                                 |            | ✓        |          |        | ✓      |       | 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 rotate 'workers' tasks.<br><br>Limit the weight of each load to easily manageable size.<br><br>SWMS | Contractor / all 'workers'                        |      |
| Working at height - balcony / deck applications -<br><br>Slips, trips, falls and accessibility -<br><br>Inadequate fall prevention system -<br>Windy conditions -<br>Gravity - overbalancing | Slips, trips and falls from edge of work area.<br><br>Fractures, bruises lacerations and personal injuries |            | ✓        |          |        | ✓      |       | 3        | 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>Perimeter and edge protection to balcony is in place.<br><br>Use task specific trained 'workers' in safe working at                         | Site Supervisor<br><br>Contractor / all 'workers' |      |


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|---|---|------------|----------|----------|--------|--------|-------|----------|---|----------------------------|------|
|   |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |   |                            |      |
|   |   |            |          |          |        |        |       |          | heights.<br>Use appropriate PPE   |                            |      |
| Cutting tiles with power saw / angle grinder -<br><br>Exposure to noise -<br>Exposure to dust -<br>Hazardous chemicals -<br>Biological -<br>Equipment | Hearing damage<br><br>Inhalation of dust - respiratory problems.<br><br>Eye and skin irritations / allergies - 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>Guards to plant and equipment fully operational.<br><br>Use task specific trained 'workers'.<br><br>Monitor air quality for airborne dust<br>Provide adequate ventilation and lighting<br><br>Use appropriate PPE. | Contractor / all 'workers' |      |
| Use adhesive in confined space -<br>Hazardous chemicals -<br>Biological   | Inhalation of fumes respiratory problems.<br><br>Eye and skin irritations / allergies - sight damage                        |            | ✓        |          |        | ✓      |       | 3        | Identify the risks / hazards and plan the task in consultation with the 'workers'<br><br>Use task specific trained and experienced 'workers'<br><br>Regularly monitor air quality for chemical vapours<br><br>Provide adequate ventilation<br><br>Use appropriate PPE<br>Make SDS available   | Contractor / all 'workers' |      |
| Use of gap filling flexible fillers/ sealants -<br><br>Hazardous chemicals -<br>Biological  | Inhalation of fumes - respiratory problems.<br><br>Eye and skin irritations/ allergies                                      | ✓          |          |          | ✓      |        |       | 3        | Identify the risks / hazards and plan the task in consultation with the 'workers'<br><br>Avoid contact with skin and eyes.<br><br>Monitor air quality for chemical vapours<br><br>Use task specific trained 'workers'.<br><br>Use appropriate PPE.<br>Provide SDS.  | Contractor / all 'workers' |      |
| Lay tiles in small dark areas -<br>Inadequate lighting  | Personal injuries – cuts and abrasions.   |            | ✓        |          |        | ✓      |       | 3        | Identify the risks and plan the task in consultation with the 'workers'   | Contractor / all 'workers' |      |

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|   |   | Likely     | Possible | Unlikely | Major  | Severe | Minor |          |  |                      |      |
|   |   |            |          |          |        |        |       |          | Provide suitable lighting  |                      |      |
| Site cleanup on completion of work -<br><br>Manual tasks<br>Exposure to dust -<br>Hazardous chemicals -<br>Biological - | Inhalation of dust - respiratory problems.<br><br>Eye and skin irritations / allergies<br><br>Personal injuries - cuts and abrasions. |            | ✓        |          |        | ✓      |       | 3        | Place all associated tiling waste and rubbish in the designated waste area / skip bin<br><br>Leave site / work area in a clean and tidy condition<br><br>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. Ltd

Signed by:

ABN: 54 000 605 407

(Contractor PCBU)

Builder's Licence No.: 5519

ABN:

Address:

Phone:

Email: