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| **Date:** |  | **New** | **** | **Revised** |  | **Page** |  |

**TRADE:** **SITE CLEANER**

|  |  |  |  |
| --- | --- | --- | --- |
| **Client:** | **BIRO** | **Job No:** | **7840/17** |
| **Address:** | **3 Nabiac Place, Westleigh** | **Supervisor:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Key:** | “1” action now | “2” action ASAP | “3” action ASAP |

**Note 1:** Refer to the general Safety Plan and your Safe Work Method Statement prepared in accordance with WHS Regulation 2017 s309-315 Part 6.4

**Note 2:** Removal or disturbance of *materials that may contain* or be *contaminated by asbestos* [ACM] or [ACD] must meet the requirements of WHS Regulation 2017 - Chapter 8 s419-529

**Note 3:** 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 2017 Chapter 3 - Part 3.2

**Note 4:** All *manual tasks* are to comply with the requirements of WHS Regulation 2017 - Hazardous manual tasks Part 4.2 or Safe Work Australia - National Code of Practice for Manual Handling 2009 [or as amended] or Safe Work NSW Code of Practice - Hazardous manual tasks

**Note 5:** Management of the risk of fall from one level to another must comply with Part 3.1 and the requirements of WHS Regulation 2017 - Falls s78-80 Part 4.4

**Note 6:** **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 | Identify the risks and plan the tasks in consultation with the *‘workers’*  Assess travel path and distance to work area  All “*workers*” to register attendance via Cape Cod QR scanner before entering the site; to read the General Construction Safety Plan signage; and to read the Site Specific Risk Assessment.  Ensure unobstructed all weather access to site and work areas.  Unload and move equipment and materials to designated area to keep footpath / work place access clear | 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 | 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 UV light / weather -  UV light - glare  Extreme temperatures | Skin cancer / sun burn -  Dehydration - heat stroke or fatigue  Sight damage |  |  |  |  |  |  | 2 | Reduce exposure where possible.  Monitor *‘workers’* condition  Adequate fluid intake  Use appropriate sun screen.  Wear appropriate PPE. | Contractor / all ‘*workers’* |  |
| 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 | Identify that the electrical service is isolated prior to work commencing.  Provide ‘tiger tails’ [insulation] - adequately boxed adjacent to scaffold - extended an appropriate distance past the boundary | Licensed Electrical Contractor or Approved person  Supervisor  Contractor / all ‘*workers’* |  |
| Use of electrical powered or battery operated plant and equipment -  Electricity -  Exposure to noise - | Electrical shock or electrocution  Hearing loss  Sight damage |  |  |  |  |  |  | 2 | Identify the risks and plan the task in consultation with the *‘workers’*  RCD installed on mains supply / portable generator  Protect power lead from damage - sharp edges / vehicular traffic  Guards to plant and equipment fully operational.  Use task specific trained *‘workers’* in the operation of the plant and equipment.  Use of appropriate PPE. | Contractor/ all *‘workers’* |  |
| Exposure to noise - Plant Operator | Hearing damage |  |  |  |  |  |  | 2 | Isolate plant and equipment  Use appropriate PPE | Contractor / all ‘*workers’* |  |
| Plant Operator on site e.g. Bobcat  Plant / Equipment -  Site and weather conditions - wet site / rain | Struck by moving  vehicle or objects |  |  |  |  |  |  | 2 | Use task specific trained and experienced operator  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Use appropriate PPE. | Contractor / all ‘*workers’* |  |
| Exposure to dust   * Plant Operator   Hazardous chemical – Biological - | Dust inhalation / skin and eye allergies / irritations.  Respiratory problems |  |  |  |  |  |  | 3 | Damp down area as work proceeds.  Use appropriate PPE. | Contractor / all ‘*workers’* |  |
| Removal from site of material that *may contain* asbestos cement [ACM] or fibre-cement [FC] -  Hazardous chemicals  Biological -  Slips, trips and falls  Manual tasks  Proximity to other *‘workers’* and public*.* | Inhalation and exposure to ACM /FC fibres / dust - respiratory problems.  Muscle strain -back injuries and cuts |  |  |  |  |  |  | 3 | Identify the risks and plan the task in consultation with the *‘workers’*  Conduct hazardous chemical assessment prior to commencement of the works  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Ensure all material is wrapped and sealed in heavy duty plastic sheeting  Regularly monitor for airborne dust/ fibres and use appropriate procedures to contain dust / fibres.  Use task specific trained / experienced ‘workers’.  Ensure load is adequately covered / secured for transit  Use appropriate PPE  SWMS | Site Supervisor  Contractor / all ‘*workers’* |  |
| Removal from site of ceiling or wall linings that *may be* contaminated by lead dust, asbestos cement [ACM] or fibre-cement [FC] fibres  Slips, trips, falls and accessibility -  Hazardous chemicals -  Biological - | Slips, trips, falls and accessibility.  Inhalation and exposure to dust / fibres - respiratory problems |  |  |  |  |  |  | 2 | Identify the risks and plan the task in consultation with the *‘workers’*  Appropriate removal procedures to contain dust / fibres.  Regularly monitor for airborne dust/ fibres  Use task specific trained / experienced *‘workers’*.  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Place removed material in heavy duty plastic bags.  Adequate lighting and ventilation.  Ensure load is adequately covered / secured for transit  Use appropriate PPE  SWMS | Site Supervisor  Contractor / all ‘*workers’* |  |
| Removal from site of SMF batt / foil backed insulation/ sarking that may be contaminated by lead dust -  Slips, trips, falls and accessibility -  Hazardous chemicals -  Biological - | Slips, trips, falls and accessibility.  Inhalation and exposure to dust / fibres - respiratory problems |  |  |  |  |  |  | 2 | Identify the risks and plan the task in consultation with the *‘workers’*  Appropriate removal procedures to contain dust / fibres.  Regularly monitor for airborne dust/ fibres  Use task specific trained / experienced *‘workers’*.  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Place removed material in heavy duty plastic bags.  Adequate lighting and ventilation.  Ensure load is adequately covered / secured for transit  Use appropriate PPE  SWMS | Site Supervisor  Contractor / all ‘*workers’* |  |
| Removal from site of roofing tiles  Slips, trips, falls and accessibility -  Windy and or wet conditions -  Hazardous chemicals -  Biological - | Slips, trips, falls and accessibility.  Muscle strain -back injuries and cuts  Inhalation and exposure to dust / fibres - respiratory problems |  |  |  |  |  |  | 2 | Identify the risks and plan the task in consultation with the *‘workers’*  Appropriate removal procedures to contain dust / fibres.  Regularly monitor for airborne dust/ fibres  Use task specific trained / experienced *‘workers’*.  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Adequate lighting and ventilation.  Ensure load is adequately secured for transit  Use appropriate PPE  SWMS | Site Supervisor  Contractor / all ‘*workers’* |  |
| Clean up debris / waste by hand -  Slips, trips, falls and accessibility -  Access ways not clearly defined -  Site and weather conditions - wet site / rain -  Manual tasks | Slips, trips and falls  Muscle strain -back injuries and cuts |  |  |  |  |  |  | 2 | Identify the risks and plan the tasks in consultation with the *‘workers’*  Use task specific trained and experienced *‘workers’ -.* rotate *‘workers’* and vary tasks  Monitor for airborne dust / fibres  Wet down debris / waste to contain / minimise airborne dust / fibres  Ensure load is adequately covered for transit  Use appropriate PPE.  SWMS | Supervisor  Contractor / all ‘*workers’* |  |
| Using bucket / wheel barrow to remove debris -  Slips, trips, falls and accessibility -  Manual tasks | Slips, trips and falls.  Back injury - muscle strain / sprain - cuts |  |  |  |  |  |  | 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’* and rotate *‘workers’ tasks*.  Limit the weight of each bucket load / wheel barrow.  SWMS | Contractor / all ‘*workers’* |  |
| Use of wheel barrow and ramp to load truck -  Slips, trips, falls and accessibility -  Slope of ramp  Site and weather conditions - wet site / rain -  Manual tasks | Slips, trips and falls  Back injuries - strains and sprains |  |  |  |  |  |  | 2 | Identify the risks and plan the tasks in consultation with the *‘workers’*  Assess travel path and distance to work area  Ensure unobstructed access between work areas and truck loading area.  Ramp surface clean and dry.  Use task specific trained *‘workers’*  Ensure load is adequately covered for transit  SWMS | Site Supervisor  Contractor / all ‘*workers’* |  |
| 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 | 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.

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| 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: |  |  |  |  |
| Email: |  |  |  |  |