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

**TRADE:** **SOLAR SYSTEM / PANELS INSTALLER**

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| --- | --- | --- | --- |
| **Client:** | **PHELPS** | **Job No:** | **7852/17** |
| **Address:** | **21 Morgan Street, Thornleigh** | **Supervisor:** |  |

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| --- | --- | --- | --- |
| **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:** 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 3:** 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 4:** 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 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 | 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 site areas.  Provide and maintain barricades to isolate material and to restrict access.  Provide designated waste storage 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 noise  Plant / equipment | Hearing damage |  |  |  |  |  |  | 2 | Isolate plant and equipment.  Use appropriate PPE | 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’* |  |
| Exposure to dust  Hazardous chemical - Biological - | Dust and chemical vapour inhalation / skin and eye allergies/ irritations.  Respiratory problems |  |  |  |  |  |  | 2 | Use appropriate PPE - disposable dust protection.  Monitor for airborne dust/ fibres | Contractor / all ‘*workers’* |  |
| Working on “live” circuits -   * Electricity | Electric shock or electrocution |  |  |  |  |  |  | 3 | Identify the risks / hazards and plan the task in consultation with the *‘workers’*  Isolate the power  Tag and tape and terminate all circuits  Use insulated ladders  Use task specific trained ‘*workers’.*  SWMS | Site Supervisor  Contractor / all ‘*workers’* |  |
| Working on meter boards that *that may* contain asbestos cement [ACM] -  Hazardous chemicals  Biological -  Proximity to other *‘workers’* and public*.* | Electric shock or electrocution  Inhalation and exposure to ACM fibres / dust - respiratory problems. |  |  |  |  |  |  | 3 | Identify the risks and plan the task in consultation with the *‘workers’*  Conduct hazardous chemical assessment prior to commencement of the works  Isolate the power  Tag and tape and terminate all circuits  Regularly monitor for airborne dust/ fibres  Appropriate removal procedures to contain dust / fibres.  Use trained experienced ‘workers’.  Appropriate warning signage and barricades to restrict access into the work area.  Wet down to minimise dust / fibre release.  Use appropriate PPE | Contractor / all ‘*workers’* |  |
| Use of electrical powered / battery operated tools -  Electricity -  Exposure to noise -  Exposure to dust -  Hazardous chemicals -  Biological -  Plant / equipment | Electric shock or electrocution  Hearing loss  Inhalation of dust - respiratory problems.  Eye and skin irritations / allergies -  Sight damage |  |  |  |  |  |  | 2 | Identify the risks and plan the task in consultation with the *‘workers’*  Protect power lead from damage - power saw blade / sharp edges / vehicular traffic  Use stands and hooks for leads in trafficable areas  Guards to power tools fully operational.  Monitor for airborne dust/ fibres  Adequate ventilation and lighting  Use of appropriate PPE.  Use task specific trained ‘*workers’*. | Contractor / all ‘*workers’* |  |
| Access to and  work in confined  space - under floor  Hazardous  chemicals -  Biological -  Ergonomic | Dust and chemical exposure - respiratory problems  Skin and eye irritations / allergies  ‘W*orker’* trapped in confined space  Dehydration |  |  |  |  |  |  | 3 | Identify the risks / hazards and plan the task in consultation with the *‘workers’*  Use task specific trained, experienced ‘*workers* androtate ‘*workers’*.  Train ‘*workers’* in safe working in confined spaces.  Use of appropriate PPE  Monitor the air quality for chemical vapours  Regularly monitor the condition of the *‘workers’* within the work area  Adequate fluid intake.  Adequate ventilation and lighting. | Contractor / all ‘*workers’* |  |
| Carry materials, and tools to ground floor work areas -  Slips, trips, falls and accessibility -  Access ways not clearly defined  Manual tasks | 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  Ensure unobstructed access to work areas.  Ensure openings and voids in floors are fully covered.  Use task specific trained *‘workers’*  Limit the size of each load to easily manageable size.  Rotate *‘workers’* and vary tasks. | Contractor / all ‘*workers’* |  |
| Carry materials, tools up ramp / scaffold -  Slips, trips, falls and accessibility -  Inadequate fall prevention system -  Slope of ramp -  Windy and or wet conditions -  Manual tasks | Slips, trips and falls from ramp / scaffold  Muscle strain -back injuries and 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.  Guardrails to ramp are in place. Ramp surface clean and dry.  Guardrails and toe boards to scaffold are in place and work platform complete, clean and dry  Limit the size of each load to easily manageable size.  Rotate *‘workers’* and vary tasks.  SWMS | Contractor / all ‘*workers’* |  |
| Working at height from scaffold / work platform / roof surface to  Install solar panels-  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Windy and or wet conditions -  Gravity -overbalancing | Slips, trips and falls from work platforms  Fractures, bruises lacerations and personal injuries  Fall from ladder |  |  |  |  |  |  | 2 | 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.  Scaffold guardrails and toe boards in place - work platform complete, clean and dry.  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Train ‘*workers’* in safe working at heights.  Correct us of ladders.  Limit the use of ladders.  Use of appropriate PPE | Scaffolder  Site Supervisor  Contractor / all ‘*workers’* |  |
| Working within  existing roof covering / frame -  Electricity -  Insulation to old, wiring frayed or brittle [conduit] or easily damaged - water pipe electrified    Gas -  Slips, trips, falls and accessibility -  Gravity - overbalancing  Hazardous chemicals-  Biological -  Ergonomic -  Extreme temperatures    Hazardous chemical Biological | Electric shock or electrocution  Accessibility  Fall through framing members  Insulation and ceiling dust/ fibres - respiratory problems  Eye and skin irritations, allergies  *‘Worker’* trapped in confined space  Dehydration |  |  |  |  |  |  | 3 | Identify the risks / hazards and plan the tasks in consultation with the *‘workers’*  Use task specific trained and experienced *‘workers’*  Monitor for airborne dust/ fibres  Rotate *‘workers’* and vary tasks  Train *‘workers’* in safe working in confined roof spaces  Regularly monitor condition of *‘workers’* within the roof space  Adequate fluid intake  Adequate ventilation and lighting.  Use of appropriate PPE. | Contractor / all ‘*workers’* |  |
| Installing solar panels to roof surface -  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Windy and or wet conditions -  Pitch of roof and roofing material -  Gravity -overbalancing | Fall from roof edge/ work platform / through roof or roof framing  Fractures, bruises lacerations and personal injuries  Muscle strain -back injuries and cuts |  |  |  |  |  |  | 1 | Identify the risks and plan the task in consultation with the *‘workers’*  Assess travel path and distance to work area  Ensure unobstructed access work area.  Provide perimeter guardrail / catch scaffold to perimeter of the roof surface.  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Use task specific trained / experienced trained *‘workers’* and team lifting  Use safety harness / FAS - use task specific trained ‘*workers’*  Use appropriate PPE. | Site Supervisor  Contractor / all ‘*workers’* |  |
| Work access using step / extension ladder-  Slips, trips, falls and accessibility -  Inadequate fall prevention system / work platform -  Gravity - overbalancing | Fall from ladder |  |  |  |  |  |  | 2 | 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.  Use scaffold as a working platform.  Ensure ladders are at  4:1 slope.  Secure ladder at base and top.  Ensure *workers* face the ladder when climbing up and down ladder.  Provide and maintain appropriate warning signage and barricades to isolate and to restrict unauthorised / inadvertent access / entry into the work area by *others*  Limit the use of ladders | 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 | Place all associated waste material 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.

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| Company Name: |  |  | Signed by: |  |
|  |  |  | for and on behalf of: | Cape Cod Australia Pty. Ltd |
| Signed by: |  |  |  | Builder’s Licence No. 5519 |
|  | (Contractor PCBU) |  |  | ABN: 54 000 605 407 |
| ABN: |  |  |  |  |
| Address: |  |  |  |  |
|  |  |  |  |  |
| Phone: |  |  |  |  |
| Email: |  |  |  |  |