HIA SAFETY

CONSTRUCTION PROJECT

SAFETY MANAGEMENT PLAN

1 Greenup Street, REDCLIFFE QLD 4020

ALL VISITORS TO SITE MUST SIGN THE INDUCTION REGISTER PRIOR TO ENTRY

Lindon HOMES
style designed for you

NOTICE

This HIA Safety Services document has been carefully prepared to reflect acceptable OH&S practices and applicable laws. However, it is intended to be generic and may not be suitable for your particular work. You should make your own assessment of its applicability and suitability for your particular work. It is your responsibility to ensure that you use safe work practices at all time, and HIA accepts no responsibility for any injury, loss, or damage suffered arising from or in purported reliance on this document.

PRINCIPAL CONTRACTOR DETAILS

Business Name	LINDON HOMES PTY LTD
Business Address	7A Natasha Street, Capalaba Qld 4157
Business Phone	07 3823 5522
Business Fax	07 3823 4822
Business Email	enquire@lindonhomes.com.au
Business Web Address	www.lindonhomes.com.au
ABN	37 150 601 531

SITE DETAILS

Site Name	0708
Site Address	1 Greenup Street, REDCLIFFE QLD 4020
Clients Name	Ulla McCarthy & Kurt Plummer

WORKPLACE HEALTH AND SAFETY POLICY

The Lindon Homes Pty Ltd Workplace Health and Safety Policy is based on a belief that the well-being of people employed at work, or people affected by our work, is a major priority and must be considered in all aspects of the business.

People are our most important asset and health and safety in the workplace is everyone's responsibility with every person being of equal priority, including members of the public.

Lindon Homes Pty Ltd, through its senior management will endeavor to comply with all legislative and other requirements placed upon it and will encourage all workers to comply.

The objectives of this Workplace Health and Safety Policy are to ensure that the Lindon Homes Pty Ltd, at all levels, so far as is reasonably practicable:

- Continually strives to achieve a safer workplace.
- Considers health and safety in project planning and work activities.
- Involves all workers in the decision-making processes through regular communication, consultation and training.
- Encourages workers to undertake a continuous program of education and learning to identify and control hazards in the workplace through a continuous risk management program.
- Takes action to eliminate or control potential accidents/incidents.
- Provides effective injury management and rehabilitation for all injured employees.
- Promote and reward positive WHS activity.

The success of our health and safety management depends on:

- Appropriate planning of work activities with due consideration given to implementing control measures that are suitable to each given situation.
- All persons involved in the business or affected by the carrying out of our business understanding the total work process and associated WHS risks.
- Continual encouragement of all workers to be committed to achieving our objectives.
- Open and honest communication between all parties involved in our business, or that will be affected by the carrying out of our business.

Ashley Lindon

Managing Director
Lindon Homes Pty Ltd

Date

10/10/2021

PEOPLE WITH SPECIFIC WHS RESPONSIBILITIES

Name	***Position***	***Phone Number***	***Brief description of OHS responsibilities***
Lindon Homes Pty Ltd	Principal Contractor / Director	07 3823 5522	• Responsible for implementing policies and systems of Lindon Homes Pty Ltd. • Point of contact for WHS matters when the site supervisor is unavailable.
Lachlan Campbell	Site Supervisor	0448 000 000	• Responsible for implementing the Lindon Homes Pty Ltd WHS system • WHS Policies, procedures and site rules as set out by this WHS Management Plan.
Various	PCBUs	Various	• Responsibility for the Health and Safety of themselves, own employees and those who may be affected by their work. • Responsibility for following the WHS policies, procedures and site rules as outlined in this WHS Management Plan by Lindon Homes Pty Ltd.

ARRANGMENTS FOR WHS CONSULTATION AND CO-ORDINATION

Item	Responsible Person (tick ✓)	
	Supervisor	PCBU
Coordinate the safe interaction between PCBUs working on the site.	✓	
Prepare, monitor, maintain and make available this WHS Management Plan	✓	✓
Ensure the principal contractor signage is posted and visible.	✓	
Consult with all workers on any WHS matter that may affect them.	✓	✓
Coordinate SWMS amendments, as appropriate.	✓	✓
Ensure all workers and visitors receive relevant site safety information.	✓	✓
Confirm PCBUs give site safety briefings to their workers.	✓	✓
Supply and maintain the site first aid kit.	✓	✓
Confirm all workers have construction induction training	✓	✓
Confirm PCBUs give site safety briefings to their workers.	✓	✓
Ensure workers are aware of this plan and are provided access to it.	✓	✓

ARRANGMENTS IN RELATION TO SWMS

Item	Responsible Person (tick ✓)	
	Supervisor	**PCBU**
Prepare safe work method statements (SWMS) for all high risk construction work.	✓	✓
Provide copy of SWMS to the principal contractor prior to work commencing.	✓	✓
Induct relevant workers into the SWMS.	✓	✓
Ensure that high risk construction work is performed in accordance with the SWMS.	✓	✓
Ensure that SWMS is modified if controls are not adequate.	✓	✓
Ensure site safety briefings given to workers before starting work.	✓	✓

INTRODUCTION

This WHS management plan has been prepared by the principal contractor and includes:

- The names, positions and health and safety responsibilities of all persons at the construction workplace, whose roles involve specific health and safety responsibilities in connection with that project.
- Arrangements with PCBU's for consultation, co-operation and co-ordination of activities at the construction workplace.
- Arrangements in place for managing incidents.
- Any site specific safety rules.
- Arrangements for informing people of the site specific safety rules.
- Arrangements for the collection and any assessment, monitoring and review of SWMS.

MAINTENANCE AND REVIEW

The principal contractor will ensure so far as reasonably practicable that this WHS management plan is reviewed and where necessary revised and kept up to date, and that persons carrying out construction work are made aware of any revisions.

The principal contractor will ensure that a copy of this WHS management plan is kept until the project to which it relates is completed, or if an incident occurs, for at least 2 years after the incident occurs.

CONTROL OF THE SITE

The principal contractor will remain in control of the construction site until the site is handed back to the client. Only persons conducting work activities that have discussed the content or received a copy of this WHS management Plan are to enter the site.

It is the responsibility of any other PCBUs to ensure that any workers engaged by them are aware of this WHS Management Plan and that they are adequately supervised.

All PCBUs are responsible for WHS in their respective work areas and they have a responsibility to ensure that their work is carried out by workers who are competent and have been trained appropriately and have the skills to perform the task.

SAFE WORK METHOD STATEMENTS

The principal contractor will ensure that before any high risk construction work is carried out on this project that a SWMS is prepared by the PCBU who is responsible for carrying out that work.

If the work is being carried out by a PCBU other than the principal contractor, the PCBU must provide a copy of the SWMS to the principal contractor before they commence carrying out of the high risk work to which it relates.

The principal contractor and the PCBU carrying out the work will ensure so far as reasonably practicable that the work which is the subject of the SWMS is carried out in accordance with the SWMS.

If the work is not being carried out in accordance with the SWMS, the principal contractor will stop the work and only allow work to resume in a manner which complies with the SWMS.

The principal contractor will ensure that SWMS relevant to the construction project are reviewed and if necessary revised if the nature of the work or the control measures change.

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The business will ensure that all SMWS's relevant to this construction project are made available for inspection and readily accessible to any worker carrying out work on that construction project.

GENERAL SAFETY INDUCTION

The principal contractor requires that all workers carrying out construction work must have a current general safety induction card.

All workers will be required to provide evidence of this prior to commencing construction work, in the form of a card or where a card has not been issued, a statement of attainment. The business will record the details of this evidence on the General Safety Induction Register.

EXTENT OF THE SITE

All work is to be performed inside the boundaries of the site.

If it is necessary to undertake work on the footpath, or other areas outside the boundaries of the site, a risk assessment must be done and if there is a risk to the health and safety of any persons (including members of the public), appropriate control measures must be implemented.

If control measures are implemented due to the nature of a PCBUs work the cost of the implementing the controls will be borne by the PCBU. This applies if the Principal Contractor makes the direction to implement a control measure.

SECURITY OF THE SITE

The principal contractor will remain in control and contractual possession of the construction project until possession is handed back to the client.

The principal contractor will ensure so far as reasonably practicable that the workplace is secured from unauthorised access, having regards to the risks arising from unauthorised access, the likelihood of unauthorised access occurring and the extent to which it cannot be prevented and the hazards need to be isolated.

As the principal contractor may not always be on the construction site at all times when work is being carried out, it is the responsibility of all workers to ensure that the site is secured each time they leave the site, and at the end of the day when work ceases.

Any evidence of unauthorized access to the site must be reported to the principal contractor as soon as possible.

SITE CLEANLINESS/ HOUSE CLEANING

Rubbish bins/cages will be placed on the site for disposal of building waste and will be emptied when necessary.

All workers must not leave waste in any undesignated areas on the site and must place all waste materials in the rubbish bins/cages provided.

If there is an issue with the bins/ cages and/or material storage, (e.g. bin/cage is full or the site is untidy) the Principal Contractor should be notified as soon as is reasonably practicable.

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If any PCBUs fail to manage their waste appropriately and leave the site in an untidy or unclean manner, they may be required to pay the cost of clean-up and removal.

EXCAVATION WORK

Excavation work means the excavation, fill, or part fill of a trench, tunnel or shaft.

A PCBU carrying out excavation work must manage risks associated with that work. In particular where an excavation includes such risks as:

- a person falling into an excavation;
- a person being trapped by the collapse of an excavation;
- a person working in an excavation being struck by a falling thing;
- a person working in an excavation being exposed to an airborne contaminant.

For all excavations greater than 1.5 meters deep, the PCBU responsible for the work must prepare a SWMS prior to commencing the work.

Excavations greater than 1.5m deep should be either benched, battered, shored or have a geographical report undertaken prior to working in or around the trench.

A trench at least 1·5m deep must, so far as is reasonably practicable, be secured from unauthorised access (including inadvertent entry).

In order to restrict access to an excavation the PCBU responsible for the excavation is required to erect a barricade or hoarding at least 900mm high around the excavation, unless it is not practicable to do so or there is not likely to be people in the vicinity of the excavation.

A barricade means a self-supporting fence, or a self-supporting series of continuous plastic, concrete or other solid barriers.

If a trench is more than 1.5m deep at the workplace access to and from the trench should be by ladder/s. The PCBU undertaking the excavation work should ensure that at least 1 ladder giving access to and from the trench is installed in every 9m of the length of the trench in that part of the trench where a person will be.

UNDERGROUND SERVICES

The Principal Contractor will take all reasonable steps to obtain current underground essential services information about the any of the areas requiring excavation before directing or allowing the excavation work to commence.

*”Underground essential services” means essential services that use pipes, cables or other associated plant located underground.

The information that is required to be collected in relation to the underground essential services includes information about:

- the essential services that may be affected by the excavation;
- the location, including the depth, of any pipes, cables or other plant associated with the affected essential services; any conditions on the proposed excavation work.

The principal contractor will provide the information obtained to any person engaged by the person to carry out the excavation work.

Any PCBU who is given information about underground essential services must have regard to the information in carrying out or directing or allowing the carrying out of the excavation work.

WORKING AT HEIGHTS

Any PCBU's performing work above 2 meters must supply a SWMS to the principal contractor before commencing work on site.

The principal contractor will provide adequate physical fall protection, (for example: hanging bracket platforms, scaffolding, elevated work platforms) where a risk assessment identifies the need and where it is reasonably practicable to do so.

If a physical fall protection system is provided, workers are not permitted to alter the configuration of the system or dismantle the system in any way without prior approval from the principal contractor, or without consultation with the PCBU responsible for its erection.

If a PCBU wants additional fall protection in excess of that supplied by the principal contractor, such additional fall protection will be supplied by that PCBU at their own cost.

Any additional fall protection provided by a PCBU must comply with all relevant legislation, codes of practice and standards, in its erection, alteration, dismantling and performance.

MANUAL HANDLING AND STORAGE

All workers are encouraged to use good manual handling techniques. Where materials are too heavy or awkward for one person to lift, more than one person or a mechanical lifting device should be used to assist with the lift.

Material or equipment delivered to site should be placed as close as possible to where it is to be used. It is the responsibility of the PCBU arranging the delivery of materials or equipment, to ensure that that material or equipment is stored appropriately, to avoid risk to health and safety, damage from adverse weather and theft or unauthorized use.

All materials must be stored inside the boundaries of the site, not on the footpath and be kept clear of access ways.

SIGNAGE

Lindon Homes Pty Ltd will ensure that site signs are installed that:

- show the principal contractors name and telephone numbers (including an afterhours telephone number;
- show the location of the site office for the project if any; and
- are clearly visible from the outside of the workplace, or the work area of the workplace the construction project is being undertaken.

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HAZARDOUS SUBSTANCES

As per **your obligation** as stipulated with the Workplace Health and Safety Regulations, a hazardous substance register and Safety Data Sheets (SDS - within 5 years of the date of issue) for all products and substances used on the site must be readily available.

Keep in mind it is not only applying hazardous substances that must be considered it includes cutting / spraying / sanding ect.

It is important to use the correct PPE for the task as stipulated in the Safety Data Sheets.

Samples of Hazardous Substances

Carpet glue / tile glue / Cement / plaster / paint / pest control / waterproofing agents etc.)

Before a product or substance is used for the work activity, the sub-contractor must review the SDS to determine if the product or substance is classified as hazardous. Any workers involved in the use of products classified as hazardous should be provided with information and training to allow safe completion of the required task. As a minimum standard, all safety and environmental precautions for use listed on the SDS are followed when using the substance and are included in the Safe Work Method Statement. There must be no products or substances, including chemicals or fibrous materials, are brought to the workplace without a current SDS.

All products and substances to be brought to the workplace are to be documented. All workers must consider the following when selecting chemicals and substances for use on site:

- Flammability and exclusivity;
- Toxicity (short and long term);
- Carcinogenic classification if relevant;
- Chemical action and instability;
- Corrosive properties;
- Safe use and engineering controls;
- Environmental hazards; and
- Storage requirements.

All storage and use of hazardous substances and dangerous goods is in accordance with the SDS and legislative requirements. All hazardous substances and dangerous goods are stored in their original containers with the label intact always. Hazardous substances and dangerous goods of any quantity are not stored in amenities, containers (unless properly constructed for the purpose), sheds or offices. It is the responsibility of the contractor to keep a copy of relevant MSDS on site, follow the requirements of the MSDS and the SWMS, and train all person in the correct use of the A register of all MSDS that have been supplied will be kept with this WHS Management Plan.

A post risk assessment must be carried out by the relevant person after using a Hazardous Substance.

MOBILE PLANT

Any PCBU's using mobile powered plant (e.g. mobile cranes, excavators, fork lifts, elevated work platforms, etc.) are required to supply a Safe Work Method Statement to the Principal Contractor prior to the commencement of works.

All mobile powered plant should be used and maintained in accordance with the manufacturer's instructions and specifications.

The log books for each item of mobile plant must be kept up-to-date and the log book should be readily available upon request by the Principal Contractor.

Instructions from licensed operators, with regard to the safe operation of their equipment, should be observed by all persons on site whilst the mobile plant is present.

All persons working on site whilst mobile plant is in use must be wearing an approved high visibility shirt or vest.

LIFTING EQUIPMENT

The use of lifting equipment is considered to be the movement of mobile plant, and the requirements outlined above in this WHS Management Plan in relation to Mobile Plant must be followed.

All lifting gear being used on site must have a current inspection tag, displaying an inspection date within the last 12 months.

If the operator of a vehicle loading crane is shifting a load from the truck to the ground or from the ground to the truck - there is no requirement for the operator to a hold a dogging licence. This is because this activity is considered to be covered in the unit of competency that must be successfully completed prior to obtaining a CV licence and if the crane is of a smaller capacity than which warrants a CV licence, then it is an activity that the PCBU must ensure the operator is competent to perform.

If the operator of a vehicle loading crane is shifting a load anywhere other than from the truck to the ground, or from the ground to the truck i.e. shifting trusses from the truck and placing them directly onto the top of a house frame - the operator must hold a dogging licence as this constitutes dogging work.

PROTRUSIONS

Any hazardous protruding objects created as a result of a PCBUS work, for example starter bars, tie down bolts, copper pipes, stirrups, should be removed, capped, bent over or barricades so that they do not pose a risk to injury of other persons on site.

LICENCES, CERTIFICATIONS AND PERMITS

If any work activity, item of equipment or operation of mobile plant requires a license, certification or permit the principal contractor requires the person undertaking that work or operating that equipment or plant to hold the relevant license, certification or permit prior to commencing work.

It is the responsibility of the PCBU responsible for the work activity, equipment or mobile plant to ensure that the workers carrying out the work have the appropriate license, certification or permit.

All workers must have their relevant license, certification or permit available for inspection at all times whilst on site.

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AMENITIES

Amenities such as toilets and drinking water will be provided on site by the principal contractor.

The building under construction may be used to eat meals and provide shelter. Shelter may also be in the form of a workers vehicle.

All persons on site are to maintain good hygiene standards and clean up after themselves.

If the amenities need attention (i.e. cleanliness or fit for use), the worker must notify the principal contractor.

HOT WORKS

If a worker is carrying out hot works (i.e. welding, cutting, bronzing) at the site, all combustible material must be removed from the work area and a fire extinguisher must be readily available. The PCBU responsible for the work must also complete a SWMS and provide it to the principal contractor prior to commencing work.

After the completion of the hot works, the work area must be inspected to ensure no fire hazards exist.

PERSONAL PROTECTIVE EQUIPMENT

All workers carrying out work on the site are required to wear appropriate protective footwear and clothing.

All workers should the use of the following items of PPE in the following situations:

- eye protection such as goggles, shield or glasses where there is a risk of a foreign object striking the eye;
- Ear protection such as ear muffs or plugs where equipment makes excessive noise; and/or
- Head protection such as a hard hat or helmet where there is a risk of injury to the head from a falling object or overhead moving plant.

All workers operating plant equipment or power tools must follow the manufacturer's instructions in the use of correct PPE during its operation.

All workers must be competent in the use of the PPE and the PCBU must do a risk assessment to show why the PPE was chosen as a control measure. The PCBU must be able to produce a copy of the risk assessment and training records on request.

TOOLS AND EQUIPMENT

All workers must be trained in the safe use of tools and equipment they are operating on site.

Workers must follow manufacturer's instructions in the correct use of guarding and safety features for tools and equipment being operated. Guarding must not be removed to perform any work activity.

All tools and equipment are to be inspected prior to use for any faults or defects. If a fault or defect is found, the item must not be used and must be removed from service, and reported to the principal contractor or relevant PCBU as soon as practicable.

If a tool or item of equipment is unfit for use, an out of service tag should be fitted to the tool or equipment in a prominent position near the controls. If the equipment can be inadvertently started the worker should

lock the equipment with the fitted isolation device or their own lockable device to ensure that it is not inadvertently started.

UV PROTECTION AND HEAT EXPOSURE

The principal contractor will encourage all workers on site to wear adequate clothing such as shirts and hats, sunglasses and sunscreen to protect themselves from the effects of working while exposed to UV rays from the sun.

The principal contractor also encourages workers to do the following in order to reduce the risk of exposure to heat (causing Heat stress):

- Schedule heavy tasks for cooler periods of the day;
- Take frequent rest breaks in hot times of the day;
- Drink water frequently;
- Utilise shaded areas for meal and rest breaks;
- Work in the shade where possible;
- Rotate or share tasks that are exposed to heat or UV rays amongst several workers;
- Use mechanical assistance for physically demanding tasks;
- If taking certain medications follow doctors' advice before working in hot conditions; and
- Provide training in the identification of symptoms of health related illnesses.

ELECTRICAL

The builder will ensure that the use of electrical wiring, equipment, portable tools and extension leads are in accordance with applicable codes and standards including AS3012, Electrical Installations – Construction and Demolition Sites and AS3000, Wiring Rules.

Sub-contractors must ensure that all electrical equipment brought on site is tested and tagged and has been recorded on an Electrical Equipment Register. The register must be completed and presented to management prior to commencement of any works and maintained for the duration of the works on site.

Sub-contractors and workers should operate manual test button of RCD in Switchboard before commencing work that requires a power supply.

Portable power outlets with 3 or more outlets must have a circuit breaker and RCD mounted. The RCD test button must be tested at the start of each day. These type of power boards are the only ones allowed on construction sites. Ref AS/NZS 3012.

If the power board has less than 3 outlets it must be of industrial standard. Double adaptors are not allowed on site – domestic use only.

Electrical extension leads cannot be joined together. Use electrical leads of a suitable length. Protect electrical leads from mechanical damage.

Never use faulty / damaged electrical equipment on site. It is no guarantee the circuit breaker or RCD is going to operate in a fault situation.

Generators used on site must have a mounted RCD. RCD packs plugged into generators will not operate correctly. Generators must be test and tagged every 3 months. There are special test requirements for generators. Sub-contractors are to supply their own electrical equipment including generators.

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WORK NEAR OVERHEAD POWERLINES

Work is not permitted within “No Go Zones” of overhead powerlines, being [insert relevant distance], unless the electrical supply authority has granted special conditional permission in writing.

If the lines are insulated and the insulation has been inspected by an electrician, permission the work may be carried out up to 1 metre from the insulated power.

LIGHTING

The principal contractor will supply general lighting to access ways and common areas if a risk assessment identifies that this is required.

Any additional lighting required to perform specific tasks is to be provided by the PCBU responsible for that task.

LADDERS

All ladders used on site must be rated ‘Industrial’ with 120kg (minimum) load rating. Ladders are to be maintained in a sound working condition and be appropriate for the task to be undertaken.

Single and extension ladders must be secured at either the top or the bottom.

Persons using the ladder must have 3 points of contact at all times (i.e. 2 hands and 1 foot or 2 feet and 1 hand or be holding a stable object e.g. gutter or wall frame).

Tools requiring two handed operation or a high degree of leverage force should not be used while on ladders.

YOUNG WORKERS

Young or inexperienced workers may be at greater risk of injury due to lack of experience, training, or awareness of hazards. The principal contractor and all PCBUs must ensure that young workers are adequately supervised, trained, and instructed before carrying out any work activities.

All PCBUs must ensure the following when engaging or supervising young workers:

- Provide appropriate site-specific induction and ensure understanding of site rules and hazards;
- Ensure young workers are not exposed to high-risk construction work without direct supervision;
- Confirm competency before allowing use of tools, plant, or equipment;
- Provide clear instructions and encourage young workers to ask questions if unsure;
- Monitor work practices regularly to ensure compliance with WHS requirements;
- Ensure young workers understand emergency procedures and reporting requirements;
- Prevent young workers from undertaking tasks that exceed their level of skill, training, or experience;
- Promote a safety culture where young workers feel comfortable raising concerns;
- Ensure all training, supervision, and competency assessments are documented where required.

FALL FROM HEIGHTS

Medical Considerations in Post-Fall Rescue

Dial 000
Stay calm.
Obey emergency services instructions – this may be over the phone or in person.

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The priority in rescue is to bring the incapacitated person promptly to a safe level. At that point, trained emergency medical technicians can administer emergency first aid.

Check constantly until an ambulance has arrived:

- Maintaining an airway,
- Recognising of the signs of shock,

Symptoms of Shock

*The most common **symptoms of shock** include:*

- *An extremely low blood pressure*
- *Feeling weak or nauseous*
- *Chest pain*
- *Fast but weak pulse*
- *Profuse sweating*
- *Dizziness, faintness or light-headedness*
- *Moist, clammy skin*
- *Unconsciousness*
- *Rapid, shallow breathing*
- *Feeling anxious, agitated or confused*
- *Blue lips and fingernails*

Help for Shock

*When someone goes into shock, treatment is needed immediately. **Treating shock** with the following guidelines will make a difference:*

- *Call a doctor or emergency services for medical help immediately.*
- *Check the person's rate of breathing and circulation every 5 minutes. If the person is experiencing trouble breathing, begin CPR.*
- *Lay the person flat on the back and raise the legs about 25 cm to help restore the blood pressure. If the person is conscious but has trouble breathing, place him or her in a sitting position.*
- *Administer first aid treatment to wounds, injuries or illnesses.*
- *Loosen tight clothing and keep person warm and comfortable.*
- *Do not give the person food or liquids to prevent inhalation of vomit.*
- The use of a back-board for immobilizing the neck and spine,
- Complete CPR if trained to do so or instructed by emergency personnel.

While performing the rescue, and after arriving at a safe working level, rescuers are cautioned to keep the fallen person in an upright or seated posture to reduce sudden back-flow of de-oxygenated blood into the heart. Any worker, who has been suspended in a harness following a fall, even for relatively short periods, is advised to seek medical attention for possible delayed onset of suspension trauma.

Harness rescue

All rescue planning and operations should address the following issues:

- The safety of the persons carrying out or assisting with the rescue
- The anchor points to be used for the rescue equipment.
- The suitability of equipment (anchors, harnesses, attachments and connectors) that has already arrested the fall of the casualty for use during the rescue.
- The method that will be used to attach the casualty to the rescue system.
- The direction that the casualty needs to be moved to get them to the point of safety (raising, lowering or lateral)
- The first aid needs the casualty may have with respect to injury or suspension trauma

- The possible needs of the casualty following the rescue

There are four options for dealing with an emergency which requires an injured or incapacitated person to be recovered to safety, presented here in order of preference (bearing in mind the immediate aim is to recover the casualty to the nearest point of safety):

1. Lowering a remote casualty
2. Raising a remote casualty
3. Self-evacuation by descent
4. Rescuing another in descent

The anchor for the rescue equipment should be in a position where the equipment can be operated easily and safely. It may be preferable to site the equipment away from the edge to be able to operate it in safety. In this situation, it may be necessary to use additional equipment to redirect or align the system correctly.

Edges can cause problems including abrasion of the system, increased friction and a potential for shock loading if the edge collapses. If possible, arrange the anchor point so that the equipment does not contact the edge. If this cannot be done (e.g. on top of a building) then the equipment must be protected from the edge and care must be taken to ensure that the edge can sustain the loads applied. Always maintain a steady, controlled rate of movement always when raising or lowering a casualty and ensure that they do not meet obstructions. Some items of rescue equipment (e.g. certain winches and descent devices) allow movement only in one direction, so it is important not to lift or lower the casualty into a position where they become stranded.
A guy line or tag line may be attached to the casualty to pull them away from any obstructions and direct them towards the desired location.
The person being rescued may be conscious or unconscious and the rescue plan must allow for this. It is important that during the rescue the casualty has not moved them into a potentially dangerous situation. Ideally, the rescuer should be able to communicate with the casualty always or see the casualty always or communicate with someone who can see the casualty always.

General procedure for casualty recovery

1. Assess the situation fully before commencing a rescue operation
2. Request medical assistance
3. Identify proper position from which to carry out the operation.
4. Identify proper anchorage points
5. Identify a point of safety to move the casualty to
6. Make sure all involved are aware of the procedure to be carried out and their role within it
7. Ensure personnel have been trained in rescue procedures are competent to carry out their role.
8. Carry out the rescue steadily and in a controlled manner.
9. Make sure communication is maintained always
10. Monitor the casualty's condition always and where possible provide the necessary first aid
11. Conduct a review of the whole situation identifying areas of improvement for the future

Suspension trauma

All users of personal fall protection systems, and others involved with work at a height, should be aware of the following precautions that might need to be taken in the event of a casualty being in a suspended position.

1. The longer the casualty is suspended without moving, the greater the chances are of suspension trauma developing and the more serious it is likely to be. Therefore, an injured person hanging in a harness awaiting rescue should be removed from upright suspension as quickly as possible. The aim should be to do this within 10 minutes. This is particularly important for a casualty who is motionless.

2. A conscious casualty should be encouraged to exercise their legs gently, to stimulate circulation of the blood.
   NOTE: manufacturers provide various type of suspension trauma relief equipment for use by a suspended person. These can delay the effects of suspension trauma, but they only work on conscious and able casualties, so they are not an alternative to rescue.
3. Regarding the position of the casualty:
   - During rescue, a position with the lower limbs slightly elevated may be preferable.
   - After rescue, position the casualty in an upright sitting position, with knees bent - DO NOT allow them to lie flat.
   - Only move the casualty to a fully horizontal position at the advice of qualified medical personnel.
   - If suspension trauma is a possibility, alert medical agencies immediately and advise them of the issues, the casualty might need dialysis to protect the kidneys

Following an accident, the casualty should be:

- Removed from the suspended position and cared for in a proper manner;
- Given medical assistance as quickly as possible.
  Users of personal fall protection equipment should be aware of the issues surrounding suspension trauma. In addition, some staff will require training in rescue techniques or alternatively it may be necessary to create a specially trained rescue team on site to be available at short notice

COMMON PLANT

The Principal Contractor will provide common plant such as scaffold, void protection, power source (switchboard) and toilets for persons to use whilst on site.

Workers must not alter or interfere with any items of common plant without authorisation from the principal contractor or the plant owner.

If a worker becomes aware of any defects with any of the common plant they must immediately notify the Principal Contractor and cease using the plant until the defect has been rectified.

FALLING OBJECTS

Where there is a risk of falling objects during construction, a clear fall zone will be implemented around the area where the work is taking place.

In the event that a clear fall zone is not possible, the platform the working platform being used will have controls in place to prevent falling objects, for example, kickboards, mesh or hoarding, or the use of lanyards for loose tools and equipment.

STRUCTURE STABILITY

All workers are to ensure that their works are secured in a way that does not adversely affect the stability of the overall structure of the project.

WORK ON OR ADJACENT TO ROADS

Any work that impedes either vehicular or pedestrian traffic must be controlled by the use of a traffic management plan. The PCBU undertaking the work on or adjacent to the road must comply with all local council or state requirements for traffic management on the particular road including obtaining any relevant permits or using workers with specialized training.

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Any workers required to work on or adjacent to any, should take all reasonable safety precautions to eliminate or minimise the risks.

NOISE

The principal contractor will manage risks to health and safety associated with exposure to noise.

All PCBUs will ensure that the noise that a worker is exposed to does not exceed the exposure standard (85dbz) for noise.

If a worker is frequently required by to undertake work that may expose them to noise greater than that of the exposure standard, the worker will be required to wear personal protective equipment to control this risk.

If a worker is provided with personal protective equipment to control noise exposure above the exposure standards, the PCBU will provide audiometric testing for the worker within 3 months of the worker commencing work and at least every 2 years thereafter whilst still engaged by the business.

There are 3 main effects of noise on construction sites. The first is hearing loss from not using PPE. Then there is loud music that can stop other workers hearing someone who needs assistance. Then you have noise that impacts the public. Each region has noise restrictions so check council web sites if you need an early start or a late finish.

Table 1 below demonstrates the length of time a person without hearing protectors can be exposed before the standard is exceeded.

Table 1: Equivalent noise exposures LAeq,8h = 85 dB(A)	
Noise level dB(A)	**Exposure time**
80	16 hours[1]
82	12hours[1]
85	8 hours
88	4 hours
91	2 hours
94	1 hour
97	30 minutes
100	15 minutes
103	7.5 minutes
106	3.8 minutes
109	1.9 minutes
112	57 seconds
115	28.8 seconds
118	14.4 seconds
121	7.2 seconds
124	3.6 seconds
127	1.8 seconds
130	0.9 seconds

Regardless of exposure levels it is best to use PPE when creating noise with tools and plant.

Control measures.

Buy equipment that generates lower levels of noise

Is there a different way to complete task with less noise?

Barriers to buffer noise.

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GENERAL SITE RULES

- All PCBUs and their workers must have current OH&S induction evidence.
- All rubbish to be placed in bins/cages.
- If an area is barricaded, all persons must avoid walking through the barricaded area.
- Work areas are to be kept clean and tidy at all times.
- No lighting of fires.
- Smoking is **NOT** permitted whilst working or in houses once the gyprock is up. Smoking is only permitted in areas where there is no risk of fire and all cigarette butts and rubbish should be disposed of sensibly.
- No alcohol or drugs are to be consumed on site.
- No animals on site
- No Children allowed on site
- No fighting or over aggressive behaviour will be tolerated.
- Personal protective equipment will be used in accordance with manufacturer's instructions, where directed by the Principal Contractor, in accordance with site signage and only after appropriate training in its use.
- All incidents, dangerous events, serious bodily injuries and work-caused illnesses must be reported to the Principal Contractor.
- All persons will maintain site amenities in a clean, tidy and hygienic state.
- PCBUs must retain a copy of the MSDS on site for any hazardous substances being used on site.
- All electrical equipment must have a current test and tag performed.
- The Principal Contractor requires all persons operating plant or performing an activity that requires an operator's license (e.g. scaffolding, excavator, etc.), to hold the appropriate license
- Silt fences must be maintained. This is the responsibility of everyone attending the construction site, including truck deliveries, scaffolders, bin deliveries, etc.
- When working at 2m or above you will require a means of fall protection
- No person without specific approval is to alter or remove any plant, equipment or safety device on site. This includes scaffolds, handrails, barricades, signage, guards, etc.
- Workers must wear the correct PPE (as per safe work method statements, material safety data sheets or manufacturer's recommendations) during work activities;
- Electrical equipment including leads are to be inspected and tagged at intervals not exceeding 3 months and maintained in locations where they are not likely to be damaged or create a trip hazard

  Do not use electrical equipment that is damaged and exposing single insulation.

  No piggy back of electrical leads or double adaptors to be used on site;

- Do not work on slippery surfaces in severe wet conditions. (e.g roof)
- Do not complete tasks in high wind situations. (e.g laying roof sheets.)
- Do not work outside when lighting and severe storms are in the area.
- Never complete dangerous tasks alone. (e.g heavy lifting / in a confined space / live electrical work / in a roof space ect.)
- Keep your fluid intake up in hot conditions.
- There will be no consumption of alcohol or the use of drugs, in or about the workplace.
- Do not complete any work in or around the job site if affected by alcohol or drugs.
- Report all incidents, injuries and emergency situations to the principal contractor
- No dogs to be brought onto the site. They can be protective of their owners and can be a trip hazards.
- Do not allow loud music to be played in or about the workplace. If a fellow worker is calling out for help you will not hear them.

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- No loud or offensive language to be spoken on, in or about the workplace.
- Leave the site in your vehicle in a responsible way.
- Use toilets provided or go to the nearest toilet.
- Work hours where you will be making noise are 6.30am to 6.30pm

  The builder spends a lot of money and effort to have a good reputation in the eyes of the public to create flow on work. If the builder has ongoing work so do you.

- Before using or storing any hazardous substances, provide a copy of the respective MSDS to the principal contractor (Refer Safe Work Method Statements);
- Ensure work areas are kept clean and access ways free from trip hazards.
- Ensure all personnel are trained in the use plant / equipment / and PPE being used. This includes holding certificates and licenses as required.
- Place all food scraps, papers, cans or bottles discarded from lunches or meals in the proper waste areas provided.
- A spotter will guide vehicles or equipment reversing onto or off the site, so that workers aren't driving blindly into areas where there may be pedestrians or traffic.

Public Protection Controls

The principal contractor has identified that control measures must be implemented to exclude the public, particularly children, from being exposed to the construction site risks.

The principal contractor will do the following:

- Supply boundary perimeter fencing in high-risk situations. (E.g. near schools – parks - display villages)
- On homeowners contracts it is mentioned they are not to be on site unless under the supervision of the builder.
- Provide signage - "Construction Site – Do Not Enter Authorised Personnel Only".
- A spotter will guide vehicles or equipment reversing onto or off the site, so that workers aren't driving blindly into areas where there may be pedestrians.
- Access ladders to scaffold and other platforms removed at day's end.
- Avoid having sand piles left on site for long periods. Can attract young children.

Where practicable, the public should be prevented from entering the construction site or approaching construction activities. Where this is not practicable precautions must be taken within the construction site to ensure any potential risk to the public is minimised. Specific hazards within the construction site that should be considered include, but are not limited to

- Open excavations
- Holes and openings
- Falls from height
- Welding flash
- Access to hazardous substances, flammable materials, plant and equipment when unattended
- Operation of or exposure to equipment such as mobile plant, nail guns, lasers -
- Disposal of construction site waste

At the end of each day's work construction sites are to be made safe by means such as:

- Backfilling excavations
- Bunting/fencing of boring pits, open excavations and similar structures
- Securing of plant and materials
- Covering of holes
- Warning signs
- Locking of access gates (fenced construction sites)

Hoardings or similar physical barricades are to be erected around construction work, where there is a risk from debris or other source of injury to persons not on the construction site

Authorised visitors

Residents or other members of the public may occasionally be authorised to temporarily access a construction site. The safety of authorised visitors to construction sites should be managed by means such as –

The wearing of appropriate Personal Protective Equipment

Visitors from the public are to be accompanied by construction site personnel while on construction site

Visitors are to be precluded from areas of the construction site, which require specific training to access safely (e.g. Confined Spaces).

EMERGENCY MANAGEMENT AND INCIDENT INVESTIGATION PLAN

CONSTRUCTION PROJECT

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EMERGENCY CONTACT NUMBERS

AMBULANCE	**000 or 112 (from Mobile)** ***Both numbers are accessible whilst mobile key pads are locked.**	
POLICE		
FIRE SERVICE		
EMERGENCY CENTRE	**Name**	**Redcliffe Hospital Emergency Department**
	Address	Anzac Ave, Redcliffe QLD 4020
	Phone	0738837777
	Operating Hours	24 hours
MEDICAL CENTRE	**Name**	**Sutton Street Medical**
	Address	137 Sutton St, Redcliffe QLD 4020
	Phone	07 3487 1017
	Operating Hours	Mon - Thurs 7.30am – 5pm Fri 7.30 am – 4.30pm Saturday Closed Sunday Closed
SITE SAFETY CONTACT	**Name**	**Lachlan Campbell**
	Phone	0448 151 361

If any workers are working at the workplace outside ordinary work hours, it is their responsibility to notify the emergency services and evacuate the workplace in the event of an emergency.

Workers should give immediate assistance to injured/ disabled people and assist them out of the workplace after all other workers have commenced their evacuation.

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SPECIALIST EMERGENCY CONTACTS

POLICE STATION	Redcliffe Police Station Cnr Redcliffe Parade &, Klingner Rd, Redcliffe QLD 4020 0732830555
POISONS INFORMATION CENTRE	13 11 26
EPA POLLTION HOTLINE	1300 130 372
TELSTRA	13 22 03
LOCAL COUNCIL	City of Moreton Bay (07) 3205 0555
ELECTRICAL EMERGENCY	13 19 62
WATER EMERGENCY	13 23 64
GAS EMERGENCY	Allgas 07 3849 9111 (bh) / 07 3849 9100 (ah) Gas Corporation of Qld 07 3867 0202
WHS AUTHORITY	1300 369 915
HIA SAFETY SERVICES	07 3846 1298

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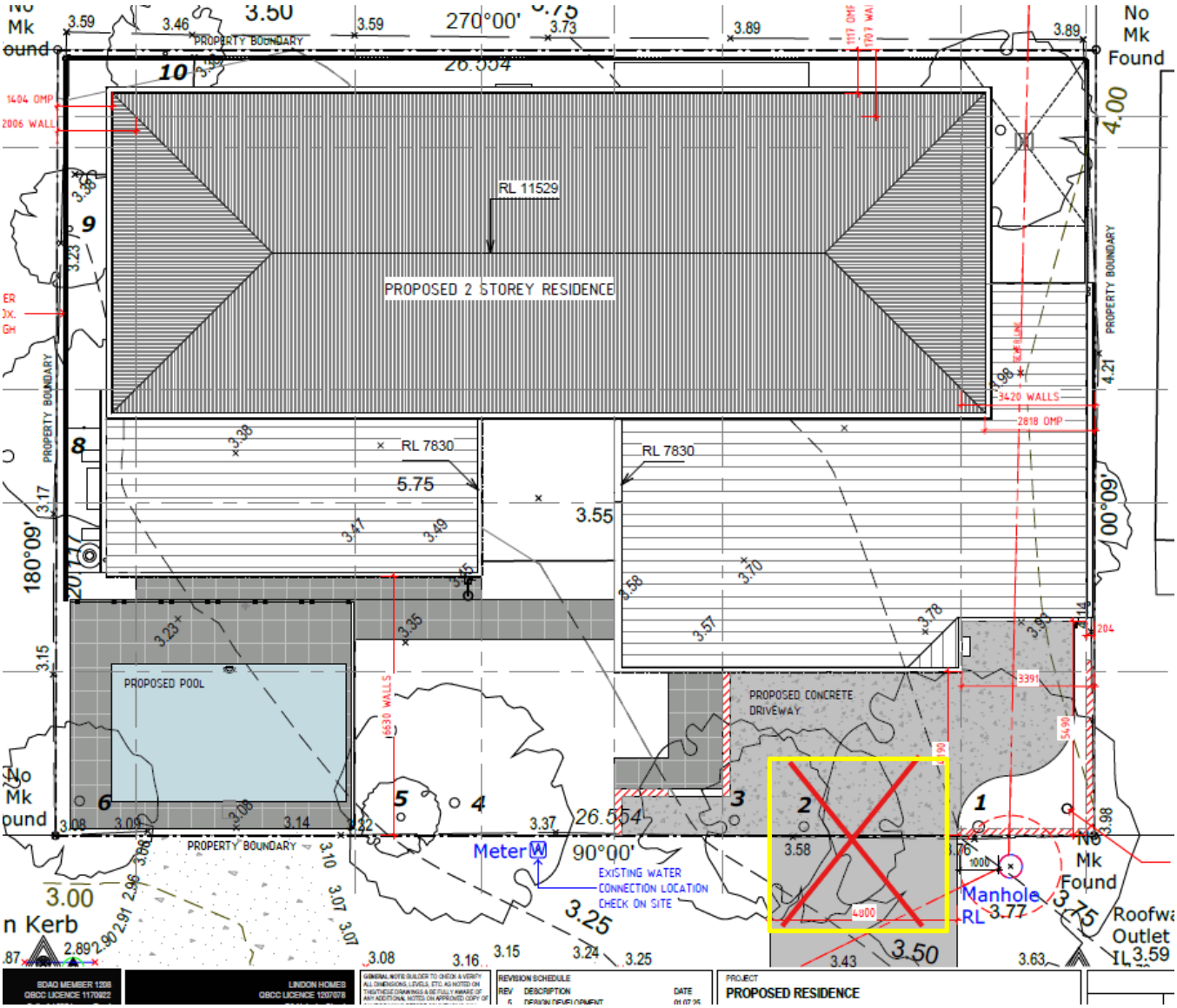
EVACUATION POINT



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Toolbox Meeting Record

Business Name:	LINDON HOMES PTY LTD		
Location | Site Address:	1 Greenup Street, REDCLIFFE QLD 4020		
Conducted by:		**Date:**	
Theme | Topic (if applicable):		**Time:**	

Matters Discussed

No.	Details

Improvements

No.	Details

Persons Present

All attendees are required to sign

Name	Company	Contact Details	Signature

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Incident | Injury | Near Miss Report & Investigation Form

To be completed as soon as practicable after the event and provided to

Lindon Homes

Injured Persons Details			
Person's Name:		Contact No:	
Address:			
Employment Details:	☐ Self	☐ Employee	☐ Visitor ☐ Contractor

Person Completing this Form	
Name:	Title:
Date:	Time:

Details of Incident | Injury | Near Miss			
Nature:	☒ Incident	☐ Injury	☐ Near Miss
Date of Incident:		Time of Incident:	
Address of Incident:			
Date Reported:		Reported to:	
Title:		Contact No:	

Names of any Witnesses	
Name:	Contact No:
Address:	

Describe What Happened

Workplace Conditions at the Time?

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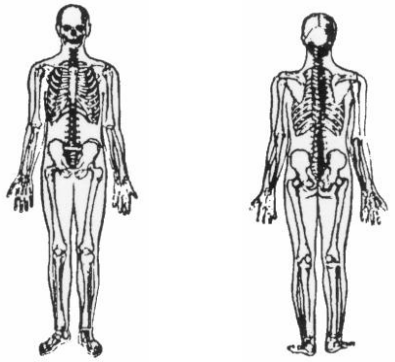
Injury Details (if applicable)				
Nature of Injuries (if any):				
Part/s of Body Injured (if applicable):				
Treatment Received?	☐ 1st Aid	☐ Doctor	☐ Hospital	☐ Ambulance

Please clearly mark on this diagram, the location of any injury/s



Right Left Left Right

Other		
Was any Machinery or Scaffolding Involved?	☐ Yes	☐ No
Were any Photos Taken?	☐ Yes	☐ No

What Action was Taken Immediately After the Incident?

Can any Improvements be Made as a Result of this Occurrence?		
No	**Details**	**Improvements Completed**

Administration		
Will the Injury Result in Lost Time?	☐ Yes	☐ No
Will Workers Compensation be Claimed?	☐ Yes	☐ No
Has Workplace Health and Safety Queensland Been Informed?	☐ Yes	☐ No
Details:		

Person Completing this Form	
Signature:	Date:

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Subcontractor Management Checklist

SUB CONTRACTOR/EMPLOYEE DETAILS:

Name: Email:

Address: Phone:

☐ Certificate of Public Liability Insurance

☐ Certificate of Worker's Compensation Insurance.

☐ General Construction Induction – (White Card)

☐ BSA or builders licence number

☐ Copies of all tickets, licence's and qualifications

HEALTH & SAFETY CHECKLIST:

	Yes	No	N/A
1. Has the Subcontractor been provided a copy of the Workplace Health & Safety	☐	☐	☐
2. Has the Sub contractor provided signed SWMS?	☐	☐	☐
3. If no to the above then the company has provided the following SWMS	☐	☐	☐
4. Has the sub contractor/worker read and signed the code of conduct?	☐	☐	☐
5. Have all SWMS been signed by the sub contractor and all employees?	☐	☐	☐
6. Have Safety Data Sheets (SDS) been provided for any hazardous substances?	☐	☐	☐
7. Has an electrical register been provided?	☐	☐	☐
8. Explain the emergency management procedure and provide a list of contacts	☐	☐	☐
9. Explain the incident reporting procedure	☐	☐	☐
10. Has the sub contractor got a first aid kit?	☐	☐	☐

All Subcontractors and employees must sign below to acknowledge acceptance of the builder's requirements and receipt of the Safety Management Plan and SWMS.

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	Name	Signature	Date
Company Manager			
Sub contractor			
Employee			

Site Specific Risk Assessment

Scope of works/Task					
Organisation's name		**Assessment undertaken by (name)**			
Site address			**Signature**		

	If you have identified any of the listed or other potential hazards on the site, you will need to enter a suitable control below to show how you have controlled the hazard(s). If any further hazards are introduced, record them and update the table at the bottom on this page. If you identify any high-risk construction work, you require a Safe Work Method Statement.			
#	**Items to consider when conducting a risk assessment**	**Risk Rating**	**Y**	**N**
1	Can parking arrangements at the site cause incidents and injuries to any persons?			
2	Are there any slips, trips and falls impacting on the safe access and egress?			
3	Are there any other trades or activities that may impact on my work safety e.g. workers working above?			
4	Have I communicated with other trades/workers in this area?			
5	Are there any amenities for the site? Can the use of amenities affect workers' health due to poor maintenance?			
6	Is there a risk of injury due to fall zones and penetrations not being protected? (e.g. stair voids, roof areas, balconies)			
7	Can something fall on me or can I cause something to fall onto someone else?			

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8	Is there a risk of workers or pedestrians being hit by moving plant and/or motor vehicles?			
9	Is there a risk of injury due to impaling hazards not being appropriately protected in the work area? (e.g. star pickets, reo bars, stacked pallet stack)			
10	Is there a risk of injury due to open trenches, excavations or site cuts?			
11	Is there a risk of workers meeting the overhead or underground services?			
12	Is manual handling involved. Am I using correct manual handling techniques? Are there mechanical aids available e.g. forklift?			

Date	Hazard(s) identified	Actions taken	By Whom

All corrective actions must be completed prior to work being undertaken.

COMMENTS

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Project Specific Safety Rules

All workers are required to adhere to the following project specific safety rules:

- All PCBUs and their workers must have current general construction induction evidence
- All rubbish to be placed in bins / cages.
- If an area is barricaded, all persons must avoid walking through the barricaded area.
- Work areas are to be kept clean and tidy at all times.
- No lighting of fires is permitted.
- No smoking is permitted whilst working. Smoking is only permitted in areas where there is no risk of fire and all cigarette butts and rubbish should be disposed of sensibly. Smoking is not permitted in enclosed areas.
- No alcohol or drugs are to be consumed at the workplace.
- No animals are permitted at the workplace
- No children are allowed at the workplace
- No fighting or aggressive behaviour will be tolerated.
- Personal protective equipment will be used in accordance with manufacturer's instructions, where directed by Oracle Building Corporation, in accordance with site signage and only after appropriate training has been received in its use.
- All incidents, dangerous events, serious bodily injuries, near misses and work-caused illnesses must be reported to Oracle Building Corporation
- All persons are to maintain site amenities in a clean, tidy and hygienic state.
- PCBUs must retain a copy of the SDS at the workplace for any hazardous chemicals being used at the workplace.
- All electrical equipment must have a current test and tag performed.
- All persons operating plant or performing an activity that requires an operator's license (e.g. scaffolding, excavator, etc.), are required to hold the appropriate license.

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Site Specific Induction Register

Job Number: **0708**

Site Address: 1 Greenup Street, REDCLIFFE QLD 4020

Name	Contractor Name	White Card Number	Date	Signature

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Safe Work Method Statement (SWMS) | Job Safety & Environmental Analysis (JSEA)

Organisational Details

Business Undertaking the Work:	Lindon Homes Pty Ltd	ABN:	37 150 601 531
Business Address:	PO Box 1212 Capalaba Qld 4157	Business Phone:	07 3823 5522

Project and Principal Contractor Details

Scope of the Work:	Construction of Residential Buildings		
Project Address:	1 Greenup Street, REDCLIFFE QLD 4020	Principal Contractor:	Lindon Homes Pty Ltd

SWMS | JSEA Details

Developed By:	Lindon Homes Pty Ltd	Contact:	07 3823 5522
Date Developed:	10/2021	Email:	enquire@lindonhomes.com.au
Approved for Use By:	Lindon Homes Pty Ltd	Contact:	07 3823 5522
Approval Date:	10/2021	Signature:	
Date Last Reviewed:	08/2024	Reviewed & Approved for Use by:	Ashley Lindon
Signature:		Next Review Date:	08/2025

Person Overseeing the Work:	Ashley Lindon	Contact:	07 3823 5522	Email:	enquire@lindonhomes.com.au

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Monitoring and Review: Visual monitoring of control measures will be undertaken and reviewed if circumstances change.
The SWMS | JSEA will be amended if there is a change in the activity.

Consultation: Relevant personnel (including HSR's where established) have been consulted in the development, and where required, review and amending of this SWMS | JSEA. ☒ Yes ☐ No

WHS Management Plan: This SWMS has been prepared taking into account any relevant WHS Management Plan that has been prepared for the construction workplace. ☒ Yes ☐ N/A

Is Any High Risk Construction Work Associated with the Task | Activity? ☒ **YES** ☐ **NO**

If **YES**, Identify the High Risk Construction Work Involved from the following:

- ☒ Or is likely to involve, the removal or likely disturbance of asbestos
- ☐ Demolition of an element of a structure that is load-bearing or otherwise related to the physical integrity of the structure
- ☐ Work in or near a shaft or trench with an excavated depth greater than 1.5m or a tunnel
- ☐ Work in, on or near an area that may have a contaminated or flammable atmosphere
- ☐ Work in, on or adjacent to a road, railway, shipping lane or other traffic corridor that is in use by traffic other than pedestrians
- ☒ Work in, on or near water or other liquid that involves a risk of drowning
- ☐ Work in, on or near an area in which there are artificial extremes of temperature
- ☐ Structural alterations or repairs that require temporary support to prevent collapse
- ☒ Work in, on or near an area at a workplace in which there is any movement of powered mobile plant
- ☒ The risk of a person falling more than 2.0 meters
- ☐ Diving work
- ☐ Work in, on or near chemical, fuel or refrigerant lines
- ☒ Work in, on or near energised electrical installations or services
- ☐ Tilt-up or precast concrete
- ☐ Work in, on or near pressurised gas distribution mains or piping
- ☐ Work in, on or near a confined space
- ☐ Work on a telecommunications tower
- ☐ The use of explosives

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Other Hazards / Considerations Associated with this SWMS | JSEA ▸

Safety >

☒ Access | Egress	☐ Contaminated Landfill	☐ Biological | Bacterial	☒ Scaffolding
☐ Crushing | Entrapment	☐ Waste Management	☒ Manual | Materials Handling	☒ Signage
☒ Demolition	☐ Hot Work	☒ Structural Alterations / Support	☒ Fatigue
☒ Explosive Power Tools | Firearms	☒ Lighting	☒ Electrical Energy	☐ CHECK | Explosion
☒ Fumes | Dust | Steam	☐ Emergency Response	☒ Housekeeping | Storage	☐ Fire Protection
☒ Silica Dust	☒ Flying | Falling Objects	☒ Plant and Equipment	☒ Existing Services
☒ Hazardous Chemicals / Substances	☒ Noise	☐ Dangerous Goods	☒ Traffic Management
☒ Lasers	☒ Public | Occupants | People	☐ Lead	☐ Ventilation
☐ Working Alone | Isolation	☒ Young | Inexperienced Workers	☐ Synthetic Mineral Fibres	☐ Working Environment
☒ Slips | Trips | Falls	☒ Trenching | Excavations	☒ Machine | Equipment Guarding	☐ Climatic Conditions
☒ Formwork | Falsework	☐ Energy Sources (other than electrical)	☐ Visibility	☒ Training and Induction
☐ Design | Overloading	☒ Working at Height | Edge Protection	☐ Animals / Insects	

Environmental >

☐ Soil Dust – Top Soil Loss	☐ Noise	☐ Water / Sediment Run-off	☐ Flora / Fauna
☐ Stormwater Contamination	☐ Air Contamination	☐ Archaeological and Heritage	☐ Energy – Excess Usage
☐ Waste Management			

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Required Plans / Permits

☐	Permit to Work	☐	Hot Work Permit	☐	Confined Space Entry Permit	☐	Environmental Management Plan
☐	Permit to Excavate	☐	Isolation Permit	☐	Traffic Management Plan	☐	Rescue Plan (Fall / Excavation / Confined Space)
☐	Permit to Core	☐	Permit to Cut	☐	Roof Access Permit	☐	Working at Height Permit
☒	Council Approval	☐	EPA Approval	☐	Design Approval	☐	Utilities Approval (Gas, Electrical, Water)
☐	Engineers Calculations						
☐	Other / Details / Comments (please specify)						

Supplementary Information

Plant | Equipment Involved

- All items are inspected prior to use | all corded electrical power tools tested & tagged to AS/NZS 3760
- Maintenance & servicing records are maintained for plant and equipment owned by Lindon Homes Pty Ltd
- Maintenance & servicing records for hire or contractor items are maintained by the respective hirer and contractor

•	•	•

Qualifications | Certificates of Competency | Experience | Training | High Risk Licences

• General Construction Induction (White Card)	• Builder / PC Site Induction	• Pre-Start | Toolbox Meeting
• SWMS | JSEA Induction	•	•

Reference Relevant Legislation | Codes of Practice / Compliance Codes | Australian Standards

• WHS Act 2011	• WHS Regulations 2011
• Environmental Protection Act 1994	• Environmental Protection Regulation 2008
• Workers Compensation and Rehabilitation Act 2003	• Workers' Compensation and Rehabilitation Regulation 2014
• Electrical Safety Act 2002	• Division 6 WHS Regulation Section 368. PCBU duty to provide the health monitoring for RCS.
• Plant Code of Practice 2021	• Silica Dust - Managing exposure in the workplace 2021 – Stone Bench Top Industry
• Formwork Code of Practice 2016	• Fit Testing Process AS/NZS1715 (Respiratory Protection)
• Scaffolding Code of Practice 2021	• Managing the Risk of Falls at Workplaces Code of Practice 2021
• AS/NZS 31000 Risk Management 2018	• AS/NZS 3760:2010 In-Service safety inspection & testing of electrical equipment.
• Hazardous Manual Tasks Code of Practice 2021	• Electrical Safety COP 2020 - Managing electrical risk in the workplace.

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Reference Relevant Legislation | Codes of Practice / Compliance Codes | Australian Standards (Cont.)

• Confined Spaces Code of Practice 2021	• AS/NZS 3012:2010 Electrical Installations – Electrical Safety Regulation 2013
• First Aid Code of Practice 2021	• Traffic Management for Construction or Maintenance Work Code of Practice 2008
• AS/NZS 1892 Portable Ladders.	• How to Manage Work Health and Safety Risks Code of Practice 2021
• AS/NZS 1657 Fixed Ladders	• Managing Noise and Preventing Hearing Loss at Work COP 2021
• Hazardous Chemicals Code of Practice 2021	• How to Manage and Control Asbestos in the Workplace Code of Practice 2021
• How to Safely Remove Asbestos Code of Practice 2021	• Work Health and Safety Consultation, Co-operation and Co-ordination 2021

Hazardous Chemicals / Substances > Safety Data Sheets (SDS) Available Separately in the Hazardous Chemicals Register

Engineering Details | Certificates | Approvals

•	•

Process to Complete this SWMS

Step 1	**Task | Activity:**	In the correct sequence, identify the **High Risk Construction Work** for the construction activity to be undertaken
Step 2	**Potential Hazards:**	For each of the **High Risk Construction Works** to be undertaken, list the things that have the potential to cause harm to people
Step 3	**Inherent Risk:**	Calculate the current risk (1 – 5) of the hazard prior the introduction of the control measures using the attached **Risk Rating Table**
Step 4	**Control Measures:**	Using the Hierarchy of Controls, list the control measures required to eliminate or minimise the risk of injury from the identified hazard and the manner in which the control measures will be implemented, monitored and reviewed.
Step 5	**Residual Risk:**	Calculate the new risk (1 – 5) of the hazard after the introduction of the control measures using the attached **Risk Rating Table**

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IMPORTANT INFORMATION

Please be aware that the SWMS / JSA is GENERIC document, meaning that it contains general information and does not contain any SITE SPECIFIC Information. In some instances, a Builder (PC) may require a SWMS/JSA to be specific to a particular Task/Site

This should be discussed with the PC representative and also in consultation with you and your employees, Supervisors (where applicable).

For example; you may undertake a task associated with the removal of Asbestos. However, where a PCBU/ Contractor only conducts work on new buildings projects the Asbestos section can be removed. Other examples are' confined spaces, working close to a body of water (Pools etc.).

The SWMS/JSA should be relevant to the task being performed.

Personal Protective Equipment (PPE) Requirements

Other | Additional PPE Requirements | Comments

•	•	•	•

Warning Signage Requirements

Other | Additional Warning Signage Requirements | Comments

•	•	•	•

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
1.0	**Arrival at Site. Unloading and Set-Up.**					
1.1	Unload vehicle	• Musculoskeletal strains	3	• Planning, Consultation, Adherence to Manual Handling Techniques ○ When unloading the vehicle we will ensure that we are as close as possible to the area where the equipment will be set up. If required we will seek out assistance in unloading heavy items, however our normal work does not include heavy items. ○ We will use sensible manual handling techniques making sure our backs are straight and bending with the knees.	5	
		• Slips, trips and falls	3	• Planning and Consultation ○ Before carrying any items we will walk the area from the vehicle to the work site and ensure that there are no hazards in the way.	5	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
1.2	Working in the sun Dangerous UV Rays	• Exposure to UV radiation. • Heat stress • De-hydration • Collapse • Nauseated • Skin Cancer • Bodily Injury • Infection • Death	1	• Work health and safety legislation in each Australian state requires your employer or PCBU (person conducting a business undertaking) to provide a safe working environment. ○ Skin cancer is a preventable disease and will actively promote, encourage and support skin protection in all work activities with which they are associated. ○ All employees or Contractors must wear clothing to protect from the harmful UV Rays. • Best options to avoid skin cancer when working outside ○ Shirts or tops which have longer sleeves and a collar. ○ Longer legged shorts where appropriate. ○ Wide brimmed or legionnaire hats whenever practical. ○ Eye protection tinted safety glasses. ○ Actively encourage all employees to routinely apply broad spectrum water resistant 30+ sunscreen and stress the importance of regular re-application. ○ Advise all workers, about the UV Protection Policy and encourage them to comply with it. ○ Work and take breaks in the shade. Where no shade exists, use temporary portable shade. ○ If possible, Plan to work indoors or in the shade during the middle of the day when UV radiation levels are strongest. ○ Plan to do outdoor work tasks early in the morning or later in the afternoon when UV radiation levels are lower. ○ Share outdoor tasks and rotate staff so the same person is not always out in the sun. ○ Choose shade that has extensive overhead and side cover and is positioned away from highly reflective surfaces.	4	
1.3	Unload vehicle (cont.)	• Electrical hazards • Fire	1	• Risk Assessment, Planning and Consultation ○ Before commencing any work in the roof we will consider whether live electrical wiring is a hazard.	5	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
				○ If live electrical wiring is a hazard we will consider cutting the house power and using an independent power source such as generator or neighbours power. ○ We will walk through the premises with the owner to identify the location of all down lights and other ceiling accessories. ○ We will record the location and type and then make the necessary precautions when laying the insulation. As a default we will leave a clearance of 50mm from incandescent lights and 200mm from halogen lights including 50mm for any transformer, unless the lights are fitted with a suitable fire rated enclosure.		
2.0	**General Construction**					
2.1	Use of hand and power tools	• Electrocution • Cuts and abrasions • Eye and hearing damage	**1**	• Safety Glasses, Ear Protection and RCD. • All Electrical leads and tools will be tested and tagged every 3 months in accordance with AS/NZS 3012:2010. A test register will also be available for inspection • Guards on tools and equipment will be maintained and working effectively before being used on site. • **Guarding on tools will not be removed to perform any work activity.**	**4**	
2.2	Use of hand and power tools (cont.)		**2**	• All tools and equipment will be inspected prior to work activity for any faults or defects. If a fault or defect is found the item will be removed from services and reported to the supervisor as soon as practicable. • All persons performing work where there is a risk of a foreign object striking the eye, should consider wearing eye protection. If an item of plant or equipment creates excessive noise, that is where you need to raise your voice to talk, we will wear appropriate hearing protection and if there is a risk of injury to the head by falling objects then we will wear hard hats. • When we use plant, equipment or power tools we will also follow the manufacturer's instructions for the correct PPE to be worn and the safe use instructions. We will be competent in the use of the PPE and risk assessments must be undertaken prior to using PPE to show that the hierarchy of control was used in determining whether or not to use PPE.	**4**	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
2.4	Using Ladders	• Falling	1	• Tie Offs, Base Support, Gutter Anchors, Levellers ○ All ladders used on site will be rated 'Industrial' with 120kg (minimum) load rating. A single and extension ladders must be secured at the top, bottom or both. Persons using the ladder must have 3 points of contact at all times (i.e. 2 hands and 1 foot or 2 feet and 1 hand or be holding a stable object e.g. gutter, wall frame). Ladders are to be maintained in a sound working condition and be appropriate for the task to be undertaken. Tools requiring two handed operation or a high degree of leverage force should not be used while on ladders. A ladder is not a work platform.	4	

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2.5	Sweeping	• Dust – silicosis (RCS)	1	• Dust Mask, Eye Protection, Wet Down Area
				  ○ We will assess whether to wet down areas to reduce dust emission form works conducted. Where the risk of dust production is high, worker will wear appropriate PPE and refer to Engineering Controls that will reduce Silica Dust exposure.
				• RCS dust should not be disturbed by use of compressed air, blowers or sweeping.
				All workers on site to provide the required PPE. Respirators may not always stop silica dust so use other control measures as well.
				When cutting, grinding, drilling, polishing and cleaning up dust that contains silica:
				  • Try to eliminate products that contain Silica.
				  • Read Safety data sheets to see if products used contains silica.
				  • Try to use tools that do not create dust. E.g shears – score and snap – specialised blades that create larger dust particles e.g cutting blades for cutting cement sheeting.
				  • Use wetting agents but dispose of dust correctly using mopping or wet dry M or H class vacuum.
				  • Use dust extraction devices fitted to power tools that are connected to a M or H Class vacuum. Use as a minimum P2 respirator. Respirators must be fit tested before use and every 12 months. Keep in mind stubble and fascial hair can affect how respirators work.
				  • Try to work outside with wind blowing away from workers. Dispose of dust correctly.
				  • If working indoors use proper ventilation. This may include powered ventilation exhaust systems when large amounts of dust are created. Fans blowing dust away from workers.
				  • PPE respirators must be fit tested before use and then every 12 months. Keep in mind stubble and fascial hair can affect how respirators work. Respirators may not repel all dust particles so do not use as your primary control measure.
				  • Ensure wet saws are used when cutting bricks and blocks to limit dust. Never dry cut any bricks or blocks. Complete this task outdoors.
				  • When cleaning up after using products that contain Silica use a M or H Class vacuum. Consider wiping and mopping for cleaning up silica dust.
				
				If you are creating silica dust let all workers in the area know so they can put on a P2 respirator or better.
					4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
				Products that contain Silica: Asphalt Bricks – blocks Cement Concrete Plaster Mortar Stone – benchtops. Sand Tiles		
		• Repetitive manual handling injury	3	• Training Consultation & Supervision ○ Frequent job rotation ○ Avoid twisting ○ Correct posture at all times ○ Use electric floor sweeper where possible	5	
2.6	Other Hazards	• Any / various	3	• Pre Start Meeting ○ Before commencing work on any site we will conduct a short pre start meeting. We will look for any hazards created by the site. Should a hazard be identified we will do a risk assessment and comply with the control measures.	5	
3.0	**Working with Silica**					
3.1	• Concrete Floor Grinding • Concrete Cutting • Removal & cutting wall/ Floor Tiles. • Sanding Plaster Board • Grinding Villa Board • Cutting/ • Grinding Masonry Bricks/Blocks	• Dust – silicosis (RCS) • Lung cancer • Chronic obstructive pulmonary disease • Kidney disease	1	• Where possible, work will be undertaken off-site. (such as pre-cutting to size, pre-drilling etc) • Relevant safety data sheet (SDS) will be obtained for products. If silica presence is uncertain, will assume it is. ○ All workers must familiarise themselves with the information supplied on the safety data sheet (SDS) that silica is likely to be present and comply with the requirements within. • Discussion with other trades in the affected areas. ○ Other trades present on site that may be impacted by the work will be notified of the work to be undertaken. Work area to be delineated (bunting) where required.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person

3.2	• Concrete Floor Grinding
	• Concrete Cutting
	• Removal & cutting wall/ Floor Tiles.
	• Sanding Plaster Board
	• Grinding Villa Board
	• Cutting/ Grinding Masonry Bricks/Blocks (Cont.)
			1	• Respirators, eye wear, gloves, protective clothing
				  ○ Fit testing process AS/NZS 1715 (respiratory protection)
				  ○ Before commencing the task or activity, workers must wear appropriate fit tested RPE. The minimum P2 mask for silica exposure.
				  ○ PCBU's must provide respiratory protective equipment (RPE) that has been fit tested for the wearer.
				• Wetting down area.
				  ○ Engineering controls such as a wet method must be used when cutting, sawing or grinding of materials that contain silica.
				• RCS dust should not be disturbed by use of compressed air, blowers or sweeping.
				• **Local exhaust ventilation (LEV)**
				• Engineering Controls -Dust extraction.
				  ○ LEV is an engineering system that captures dusts, vapours, and fumes at their source and transports them away from the worker's breathing zone. This prevents workers from inhaling these substances and reduces contamination of the general workplace air.
				  ○ Local exhaust ventilation (LEV) system will provide workers with guidance on managing risks from airborne contaminants and using LEV.
				  ○ LEV will be used only when a wet process cannot be used.
				  ○ For maximum protection, power tools which can attract airborne contaminates will be used in conjunction with suitable certified machinery, such as an industrial vacuum cleaner, fitted with a main PTFE filter, a recommended H-class HEPA filter and a fleece filter bag, will provide workers with maximum protection.
					4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
3.3	• Concrete Floor Grinding • Concrete Cutting • Removal & cutting wall/ Floor Tiles. • Sanding Plaster Board • Grinding Villa Board • Cutting/ Grinding Masonry Bricks/Blocks (Cont.)		1	○ Only use industrial vacuum cleaners and filters that comply with the M or H class requirements of AS/NZS 60335.2.69:2017. ○ The vacuum bags will also be placed in the 200 micro metre polythene bags and responsibly disposed of. ○ On completion of the decontamination, the area will be able to be accessed by persons who were not directly involved with the removal. • Workers will wash any exposed parts of their body (i.e. Face and hands) before eating or drinking and before leaving site.	4	
4.0	**Manual Handling**					
4.1	Manual handling / locations of the loads and distances to be moved	• Back, shoulder strain • Fatigue	3	• Training Consultation & Supervision ○ Use mechanical handling equipment ○ Team lifting ○ Modify work place layout so materials will not be carried long distances ○ Ensure clear access and egress	4	
5.0	**Asbestos Removal**					
5.1	Sheeting and guttering	• Asbestos related diseases	1	• Monitoring, Supervision, Training, PPE, Specialised Equipment. ○ All workers directly involved with the removal, and or handling of Asbestos will hold a general safety induction card and an approved Bonded Asbestos Removal Certificate, issued by Queensland WHS. ○ Only workers directly involved with the removal will be present in the area where the removal is taking place. ○ Signage and barriers will be erected if other persons are present. All workers involved in the removal will wear P2 disposable respirators (masks) and disposable coveralls.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
5.2	Sheeting and guttering (cont.)		1	• All asbestos sheeting and gutters will be removed in full pieces where possible. Nails will be punched and screws removed, along with any trims holding the sheets in position. • Power tools will not be used on the sheeting or gutters and no cutting will take place. • External sheeting and gutters will be wet down prior to removal. Roof sheeting will not be wet down prior to removal as it will create a slip hazard and put the workers at risk of an injury. Any internal sheeting will already be sealed by existing paint, wetting down would be of no benefit and would cause damage to the floors and ceilings. • Once the internal sheeting is removed the area will be vacuumed with an industrial vacuum fitted with a HEPA filter. The vacuum bags will also be placed in the 200 micro metre polythene bags and disposed of. On completion of the decontamination the area will be able to be accessed by persons who were not directly involved with the removal. • Workers will wash any exposed parts of their body i.e. face and hands before stopping for morning tea or lunch to eat and before leaving site.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
5.3	Bonded or friable asbestos in excess of 10 sq. metres.	• Asbestos related diseases	1	• Monitoring, Supervision, training, PPE, Specialised Equipment. ○ A competent person will supervise the Asbestos removal work at all times whilst the work is being undertaken. • All workers will hold a general induction card. Only workers directly involved with the removal will be present in the area where the removal is taking place. Signage and barriers will be erected if other persons are present. All workers involved in the removal will wear P2 disposable respirators (masks) and disposable coveralls and gloves. • The ACM will be removed using wet methods and contained within an enclosed area. • All ventilation and Air-conditioning Networks servicing the ACM area will be closed down for the duration of the work and all vents sealed to prevent entry of airborne asbestos fibres into ducts. • After work ceases all ventilation filters for recirculated air will be replaced. • We will take care not to allow asbestos fibres to escape via pipe or conduit holes. • We shall establish a negative pressure work area for the removal of the ACM and this area will be set up in accordance with the provisions of the Code of Practice for the Safe removal of Asbestos 2nd edition. [NOHSC:2002(2005)] Latest Version 2018. • We will only use grinding or abrading tools where no other alternative is available and only after a written risk assessment has been undertaken. • We will set up and use an on-site decontamination unit. • We are aware of and will enforce “No laundering of contaminated protective clothing in workers’ homes”. • On completion of the work a competent person, other than the works supervisor, will conduct a site clearance and will issue a clearance certificate.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
6.0	**Use Hazardous Chemicals**					
6.1	Construction Substances Airborne Contaminates	• Poisoning • Inhalation • Asbestos related diseases • Dust – silicosis (RCS) • Absorption • Respiratory Disease • Biological • Chemical • Highly carcinogenic dusts, • Asbestos, • Formaldehyde –soil contaminates and consumer products • Mould, germs and bacteria.	1	• Respirators, eye wear, gloves, protective clothing • Fit testing process AS/NZS 1715 (respiratory protection) • Before commencing the task or activity, workers must wear appropriate fit tested RPE. The minimum p2 mask for silica exposure. • PCBU's must provide respiratory protective equipment (RPE) that has been fit tested for the wearer. • Wet down area. • Engineering controls such as a wet method must be used when cutting, sawing or grinding of materials that contain silica. • All workers must familiarise themselves with the information supplied on the safety data sheet (SDS) that silica is likely to be present • Before using hazardous substances we will read the SDS and comply with the requirements within. In most cases our work is out doors and will be in a well-ventilated area. • Risk assessments will be conducted both prior to and after using a hazardous substance to ensure that the work activity does not have adverse effects to others. • Discussion with other trades. • RCS dust should not be disturbed by use of compressed air, blowers or sweeping. • If other trades are present on site we will notify them of the hazardous substances we are using and obtain from them details of any substances they are using.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
6.2	Construction Substances Airborne Contaminates (Cont.)		1	• Engineering Controls -Dust extraction. ○ LEV is an engineering system that captures dusts, vapours, and fumes at their source and transports them away from the worker's breathing zone. This prevents workers from inhaling these substances and reduces contamination of the general workplace air. ○ Local exhaust ventilation (LEV) system will provide workers with guidance on managing risks from airborne contaminants and using LEV. ○ LEV will be used only when a wet process cannot be used. ○ For maximum protection, power tools which can attract airborne contaminates will be used in conjunction with suitable certified machinery, such as an industrial vacuum cleaner, fitted with a main PTFE filter, a recommended H-class HEPA filter and a fleece filter bag, will provide workers with maximum protection ○ Only use industrial vacuum cleaners and filters that comply with the M or H class requirements of AS/NZS 60335.2.69:2017. ○ The vacuum bags will also be placed in the 200 micro metre polythene bags and responsibly disposed of. ○ On completion of the decontamination, the area will be able to be accessed by persons who were not directly involved with the removal. ○ Workers will wash any exposed parts of their body (i.e. Face and hands) before eating or drinking and before leaving site.	4	
7.0	**Roof Truss Erection**					
7.1	Where a person could fall through a framed structure	• Falling > 2mts • High Risk Construction Work	1	• Spacing's, Temporary Sheeting, Platforms, Edge Protection. • Where there is potential for an uncontrolled fall of 2 metres or more: • Spacing's between members that are fixed into place and used to support our weight (e.g. bearers and joists) are not more than 450mm centres.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
				• Use temporary sheeting to form a platform on the members (e.g. Bearers/joists). • Lay the floor sheets adjacent to an internal or external access point to provide initial protection and then proceed to lay the sheets using a safe method to prevent workers from falling. • If a worker is required to work within one metre of an external edge: • The workers body is positioned over the partly secured sheet to avoid over-reaching, or • A suitable platform is used, or • Edge protection is installed. • Use temporary sheeting to form a platform across open stairwells/other voids. • Make sure the location of the materials to be used is close to the work activity. **Do not walk on the external top plate.**		
7.2	Erection process, plan the work	• Falling • Falling objects	**1**	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Ensure that: • Floor sheeting is complete and covers all areas below roofing activities, including stair voids, and is clear of all off cuts, debris etc. Note: If stair void is not covered with floor sheeting, other arrangements must be made to arrest potential falls from the truss erection activities into the void	**4**	
7.3	Erection process, plan the work (cont.)		**2**	• All wall frames are secured and fully nailed off and adequately braced with permanent and temporary bracing to take all loads imposed during truss erection, including stockpiling trusses on top of walls. • Access to and from the floor area below the roof is clear of all debris and materials. Where ladders or ramps are used they must be properly set up and secured. • Barricades and signage are positioned to delineate 'no-go-zones' below the truss installation activities, warning of potential falling objects and prohibiting access during installation activities	**4**	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
7.4	Erect Work platforms	• Falling, Falling objects	1	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Platforms may be erected on trestles or scaffolding or other systems complying with AS6001or AS1576. • Erect work platform inside of perimeter truss bearing walls, two planks wide (min 450mm) and 1200mm below top plate (height may be adjusted to provide a suitable working position for the truss/plate connection and allow comfortable "ducking under" bottom chord of trusses) • Erect work platforms at mid span (or below panel points on top chord). Ensure that height is adequate to allow installer to work at top chord to position longitudinal ties near the top chord panel points. Height of mid span platforms should be 1950 mm (must not exceed 2000 mm from top of plank to floor). Platform should be two planks wide (min 450 mm) and be supported at approx. 1800mm to minimise 'bounce'.	4	
7.5	Mark position of trusses on top plates	• Falling, Falling objects	1	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Working from platform at load bearing perimeter walls, mark position of all trusses.	3	
7.6	Load trusses on to wall frames	• Falling, Falling objects	2	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Trusses should be stock piled by crane onto the top plates which have been additionally braced to carry the extra temporary load. Work should be planned so that trusses are arranged in sequence (as required by the manufacturer's instructions) to minimise manual handling during the truss standing process.	3	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
7.7	Standing trusses	• Falling, Falling objects	2	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Trusses should be taken from the stock pile and carried to their positions by each of the installers working from their respective work platforms. The standing process should proceed from the furthest point on the roof working back towards the stock pile. This will minimise 'ducking under' trusses which have already been erected. • The first truss must be securely braced, straight and plumb at the panel points on the top and bottom chords. The accuracy and security of the placement of the first truss will govern the accuracy and security of the subsequent trusses. Manufacturer's tolerance requirements for straightness must be complied with. • The standing operation should proceed ensuring each truss is securely fixed in position with fixings secured at each panel point on the top and bottom chords. The temporary fixings may consist of temporary or permanent longitudinal ties or proprietary brand spacers.	4	
7.8	Standing trusses (cont.)		2	• Where apex of trusses cannot be reached from existing work platforms, another platform (2 planks – min 450mm wide) must be erected approx. 1200mm below the apex. (or a suitable working height from the apex) to allow a longitudinal tie to be fixed along the full run of trusses at the apex. The platform may be erected by securing a bearer to web members at approx. 1800mm centres. Work for this platform must be done from a temporary platform erected on the bottom chord of the installed and secured trusses. • As the platform below the apex will be more than 2000mm above the floor, the longitudinal tie being attached will act as an effective guardrail. • This platform and the previously constructed platforms must be used for the installation of speed bracing. • Note: the longitudinal tie at the apex should be solid timber to provide adequate compressive strength to give full effect to the function of the diagonal speed bracing. If truss erection includes roof battens, the roof battens will provide this strength. Otherwise, the roof must be made adequate to withstand wind loads and future construction loads of following trades.	4	
7.9	Install ancillary items	• Falling • Falling objects	2	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Install all ties, noggings, trimming, framing brackets and tie-downs. All work in this operation must be carried out from the working platforms or off step ladders from the floor.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
8.0	Remove work platforms	• Falling • Falling objects	2	• Floor Sheeting, Barricades, Signage, No Go Zones, Work Platforms, Unloading in Sequence, Step Ladders. • Remove work platforms in the reverse order that they were erected, working from step ladders from the floor below.	4	
9.0	**Where a Person Could Fall Through a Framed Structure**					
9.1	Working near void	• Uncontrolled fall through a framed structure	1	• Floor sheeting, Barricades, signage, no go zones, edge protection • Where there is potential for an uncontrolled fall of 2 metres or more: • Spacings between members that are fixed into place and used to support our weight (e.g. bearers and joists) are not more than 450mm centres. • Use temporary sheeting to form a platform on the members (e.g. bearers/joists). • Lay the floor sheets adjacent to an internal or external access point to provide initial protection and then proceed to lay the sheets using a safe method to prevent workers from falling. • If a worker is required to work within one metre of an external edge: • The workers body is positioned over the partly secured sheet to avoid over-reaching, or • A suitable platform is used, or • Edge protection is installed. • Use temporary sheeting to form a platform across open stairwells/other voids. • Make sure the location of the materials to be used is close to the work activity. • **Do not walk on the external top plate**	4	
10.0	**Installation of Walls, Decks and Hand Rails**					
10.1	Installing 2nd level floor joists	• Falls from height	1	• The installation of the 2nd level floor joists will be carried out from below, not requiring ourselves to be exposed to a fall of 2 metres or greater.	4	
10.2	Installing 2nd level floor sheeting	• Falls from height	1	• Scaffolding ,Edge Protection ○ We will install the 2nd level floor sheeting or rails using either trestles or planks fitted with hand rails or perimeter scaffold to provide edge protection removing 2 metres and greater fall hazards.	4	
10.3	Installation of walls on 2nd level or above	• Falls from height	1	• Scaffolding ,Edge Protection ○ We will install 2nd level wall frames or hand rails using both trestles and planks fitted with hand rails or perimeter scaffold to provide edge protection to avoid falling 2 metres or more.	4	
10.4	Stair voids	• Falls from height	1	• Scaffolding ,Edge Protection ○ The internal stair void will have either temporary hand rails installed or be covered with a void protection working platform.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
11.0	**Mobile Plant**					
11.1	Levelling / lifting / site preparation	• Uncontrolled contact between plant and persons on site	2	• Licences, Barricades, High Visibility Clothing ○ All plant onsite will be approved by the principal contractor. ○ The operator of the mobile will be correctly licensed to operate the machine. ○ All personal in the work area will wear High Vis clothing or vests. ○ A "spotter" may be used in conjunction with operator where there is a risk identified. ○ The site will be secured with a barricade or other measure to limit access to the site. ○ Whilst the plant is being operated in reverse a visual watch technique must be used by the operator.	4	
11.2	Levelling / lifting / site preparation (cont.)		2	○ The mobile plant will be fitted with a reversing beeper. ○ Other control options that may be used, dependent upon identified risks include: ○ Use of plant with flashing lights ○ Use of plant with reversing cameras and /or sensors ○ A pre-start check will be carried out each day on the machine and recorded.	5	
11.3	Refuelling Mobile Plant	• Handling Diesel • Fumes, • Skin contact	2	• Ventilation, Water • Plant and Machinery will be switched off prior to refuelling. Ensure that there are No Naked Flames in the area • DO NOT SMOKE- Switch off Mobile Phones Refuelling will be carried out in a well-ventilated area, to avoid breathing in the fuel vapour. Minimise drips when fuelling plant/Machinery • All workers will wash their hands and arms with water, prior to eating and drinking and when finished handling the diesel. • Any contaminated clothing will be removed. All workers will read the safety data sheet (SDS) prior to use. • All workers must familiarise the safe operating procedure (SOP) which is a simplified summary of the information regarding a work process or procedure. It is based on the outcomes of risk assessments, label and SDS information, operator experience, workplace conditions and industry practice. • In the event of a chemical spill, plant and machinery will be switched off at the ignition source. • In the event of a chemical spill the worker will wear appropriate PPE during the clean-up process. • Mobile phones and other communication devices will not be used in the immediate spill area.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
11.4	Refuelling Mobile Plant (cont.)		2	• In the event of a chemical spill, plant and machinery will be switched off at the ignition source. • In the event of a chemical spill the worker will wear appropriate PPE during the clean-up process. • Mobile phones and other communication devices will not be used in the immediate spill area. • The spill area should be isolated and cordoned off. • Workers utilising fuel should carry or have immediate access to the Spill kit that will consist of equipment for dry clean up (socks, absorbent pads, kitty litter, broom, and dustpan). Container for dirty absorbent. • In the event of a spill that exceeds 20 litres, the local fire-fighting authority will be contacted for further instruction and advice. • Clean up spills thoroughly and promptly.	5	
12.0	**Working Close to a Body of Water**					
12.1	General construction work	• Possible drowning	2	• Void Protection / Barricade • Workers are able to swim. • Where practical, void protection systems will be used. • Barricades will be erected where possible	4	
				• Man-made structures (e.g. pools) with the potential to hold water will be visually monitored and controls applied where required. (e.g.) water pumping will be used to remove water. • In situations where there is an identified risk, other control options may be employed. (use of buoyancy equipment and work in pairs)		
13.0	**Working in a Trench Greater Than 1.5 Meters**					
13.1	Installation of piping and foundations	• Uncontrolled collapse	2	• Shoring / Benching ○ To prevent collapse of the trench use a shoring system against all sides of the trench that protects by shielding. The shoring system will comply with applicable standards and manufacturers requirements. The shoring will be checked daily to ensure its continued effectiveness. ○ To prevent collapse of the trench apply benching to all sides of the trench at an angle of no steeper than 45 degrees to the horizontal. When I / we bench a trench, the vertical trench side, below the benched portion, will not exceed 1.5 metres in height. The benching will be checked at least daily to ensure its continued effectiveness.	4	

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No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
				○ To prevent collapse of the trench apply battering to all sides of the trench at an angle of no steeper than 45 degrees to the horizontal. When I / we batter a trench, the vertical trench side, below the battered portion, will not exceed 1.5 metres in height. The battering will be checked at least daily to ensure its continued effectiveness. ○ I / we will have a geo-technical engineer: ○ Approve in writing that all the sides of the trench are safe from collapse ○ State in writing how long the approval lasts if there is no stated natural occurrence that could affect the stability of the trench ○ State in writing the natural occurrence that could affect the stability of the trench ○ I / we will continue to comply with the requirements of the geo-technical engineer.		
14.0	**Installation of Facia and Guttering Using a Temporary Work Platform**					
14.1	Working at height	• Falling	1	• Temporary Work Platforms ○ Facia and gutter installation from work platforms 2 metres or above should only be performed off 2 planks (450mm). ○ Work performed from work platform 2 metres or above will be fitted with suitable edge protection where there is a risk of falling from one level to another and sustaining injury. ○ Materials should not be stored on the work platform and to avoid pivoting they should be lashed or clamped. ○ A visual inspection will be undertaken to check to see if the platform is suitable for the work activity prior to use. ○ The height of the work platform should not exceed 5 metres.	4	
14.2	Working at height	• Falling	1	• Temporary Work Platforms ○ If working below 2 metres maintain a clear fall zone of at least 1.5 metres free from excessive rubbish, materials and other hazards. If this clear fall zone of 1.5 metres cannot be achieved and the risk of falling is high, suitable edge protection should be installed to the platform.	4	

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14.3	Installing Edge Protection Use of Temporary Handrails rails	• Falling	1	• As per the requirements of AS 4576 and AS 4994: • When installing a Timber constructed Guard/Handrail rail system the guard rail must be able to withstand the full force of someone falling or leaning against it. • The methods for connecting timber posts to the support structure, or rails to posts, must have adequate strength for the purpose intended. • The top rails must be between 900mm and 1100mm above the working surface and the midrail must be installed. • A wire mesh infill panel that also incorporates a toeboard may be installed instead of the midrail. A toe board, for the surface that is at the base of the edge protection, at least 150mm high and fitted below all rails of the edge protection. • Workers installing a Temporary Guard/Handrail System must also ensure that the material used is of a high standard. Special attention must be to timber such as pine. • The timber must be structurally sound unlike timber such as non-structural pine. • **Engineering sign-off** ○ If you use framing timber to construct a temporary edge protection system, it does not need to be verified by an engineer as long as you meet or exceed the correct specifications. ○ When constructing a temporary timber guard/handrail system we will hold a relevant qualification or be an experienced and competent person to determine whether the timber to be used is suitable and fit for purpose. ○ We will consider the methods for utilising and connecting timber posts to the support the structure or rails to posts must have adequate strength for the purpose intended ○ Wall framing incorporating studs at 600mm centres and one row of noggings is an acceptable alternative to Guardrailing. Where the frame incorporates window or door openings additional members must be fitted across these openings which provides the equivalent fall protection to the Guardrailing described above. ○ Proprietary systems must be configured, installed, used and dismantled according to the manufacturer's/ suppliers' instructions. ○ Where timber Guardrailing is not specifically designed in accordance with AS 1657, the member sizes set out below may be used for guardrail and post sizes respectively. • **<u>Installation of Timber Guard/Handrails</u>** ○ Guardrail size depth x width (nominal sizes) (mm) ○ Maximum guardrail span (m) ○ F8 HW or MGP 12 seasoned pine F7 pine ○ 100 x 38 2.7 NA 100 x 50 3.5 NA 2 no's 90 x 35) NA 3.5 ○ Timber members to be nailed together at maximum 300 mm Intervals ○ *NATIONAL CODE OF PRACTICE FOR THE PREVENTION OF FALLS IN HOUSING CONSTRUCTION* ○ For further guidance and Pictorial Diagrams go to;	3	

No	Task | Activity	Potential Hazards	Risk Score (Before)	Control Measures	Risk Score (After)	Responsible Person
				- *Nation Code of Practice - Prevention of falls in the workplace*		
15.0	**Working at Height – High Risk Construction Work**					
15.1	Working at height	• Falling	1	• **Temporary Work Platforms – Risk Assessment.** ○ A risk assessment will be raised to determine if working 2 metres and above and there is a risk of falling, then edge protection will be required ○ When working 2 metres and above workers must maintain a clear fall zone of at least 1.5 metres free from excessive rubbish, materials and other hazards. ○ If this clear fall zone of 1.5 metres cannot be achieved and the risk of falling is high, suitable edge protection should be installed to the platform at all times. ○ The risk assessment should be raised where there is a risk of injury or death when working at any height that could cause harm as a result of falling from an unprotected edge.	4	
16.0	**Working at Heights Cont,**					
16.1	Review control measures	• Falls, Falling objects	1	• WPHS Regulation 38 states that control measures must be reviewed as necessary. • We will review our control measures using the same methods as the initial hazard identification, such as: • Consult workers • Check the control measures are working effectively in both their design and operation • Check all fall hazards are identified • Check that workers are using the control measures in accordance with the instruction and training that has been provided. • Ensure the control measures implemented remain effective and are fit for purpose. • Ensure control measures are installed and used correctly.	4	

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16.2	Using scaffolding or mobile scaffolding	• Falling • Illegal removal of Scaffolding components • Missing and or damaged Scaffolding Components. • Non-use of PPE • Tools and body parts coming into contact with electricity • Working near overhead electric lines	1	• Workers will not remove, alter, change any design function unless appropriately licensed and authorised to do so. • A safety report will be submitted for a specific or unusual scaffolding design. • Workers must not utilise a Scaffolding where it has been identified that Scaffolding components are missing or damaged. • Workers will not utilise a scaffolding where the scaffolding has been erected on unstable foundations and grounding. • Workers must consider the requirements to wear the appropriate PPE when working in and around Scaffolding. • When we are working above 2 meters in height or where a risk assessments deems it a risk, scaffolding will be erected, to provide a suitable working platform with edge protection. This will be used to eliminate the falling risk. • The scaffolding will have adequate edge protection on the external side consisting of a top and mid rail and toe board. • It is recommended that the step height from the scaffold stair module on to the working platform should be minimised so it is no more than 300 millimetres when there is a change in direction between landings. • If the internal (working side) has a gap of 225 mm or more edge protection will considered necessary on this side also. • The scaffold will be a minimum 1000mm wide when building trades are working. If there is a risk of tools or construction materials falling an exclusion zone will erected, this will consist of barricades and signage be used and tools will be tied off. • The scaffolding will be erected by a licensed, competent person. • Before conducting any work near over-head electrical power lines we will conduct a risk assessment to ensure that before we carry out work on a scaffolding all potential electrical hazards such as electrical over-head lines or other electrical hazards have been identified and it is safe to carry out our work. • We will not continue to carry out any work until all parties involved in the work have identified and assessed the risks and the appropriate control measures are in place, such as cutting the power. • I/We will discuss with the principal contractor options for de-energising or re-routing the electricity supply with the relevant electricity company or authority. • The most effective way to eliminate any risk of electric shock or electrocution is by turning off the power supply. • Where a decision has been made that the power cannot be de-energised and we/I decide that an Exclusion zone is established, we/I will ensure that people working on the scaffolding near energised power lines, stay outside the 'exclusion zone' at all times. • A worker acting as a safety observer ('spotter') will ensure that no person/s enter the area.	4	

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				• We/I will ensure that no persons, material and equipment do not enter the exclusion zone. • When Working Above 2 Metres or When There Is No Clear 1.5 Metre Fall Zone Scaffolding Will Be Used. • Work will take place on a scaffold constructed by a competent person when the scaffold is below 4 metres and by a licensed scaffolder when 4 metres or above. • Duties such as bricklaying and block laying will be carried out on a heavy duty scaffold minimum width of 1000 mm across. • Top, mid rail and toe board will be installed where there is a risk of falling from one level to another of 2 metres and or a risk assessment has deemed that any working height presents a risk of injury or death as a result of falling. • When using mobile scaffold the height of the scaffold must not exceed 3 times the minimum base dimension.		
16.3	Storing materials on scaffolding	• Collapse	1	• Control of Materials Distribution ○ Bricks and other materials used the in building process will be stored on the scaffold evenly and not in a concentrated position. ○ You will not place materials on platforms 450 mm wide or less. ○ All other scaffolds should have a clear platform width of at least 450 mm ○ The maximum weight on one scaffolding bay will be 675kg and no more than 200kg in a concentrated spot.	4	
	Control of Risk	• Slips, Trips and Falls	2	• Control of Materials Distribution ○ When materials are stored on a heavy duty scaffold a minimum clear platform width of 450mm must be kept.	4	
17.0	**Working at Heights – Falls 2 metres and above**					
17.1	Work Platforms Trestle and Plank set up	• Working at height • Guard Rail Protection	1	• Where there is an unprotected edge where a worker could sustain a serious injury or death, as a result of falling onto e.g., a stack of bricks, Skip or other bin, vertical steel bars, un-sheeted floor barriers and joists or other hazards, we will implement a Risk Assessment and implement appropriate control measures, to prevent injury or death to a worker. • A clear fall zone of at least 1.5 Metres should be established, to prevent falling onto objects or materials, which may cause an injury or death. • An un-protected live edge that could result in an injury or death, will be installed with appropriate edge protection, fall arrest system.	4	

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17.2	Roof slope under 26 degrees	• Falling from one level to another • Risk Assessment • Guard Rail Protection	1	• We will implement a Risk Assessment and implement appropriate control measures, to prevent injury or death to a worker. • The control measures must be suitable for the duration of the work and manage the level of risk to prevent injury. • We will not start work until the appropriate controls measures are in place to prevent injury or death, as a result of falling from heights. • A clear fall zone of at least 1.5 Metres should be established, to prevent falling onto objects or materials, which may cause an injury or death. • Where the risk assessment has deemed it necessary, we will install edge protection. Guard Railing.	4	
17.3	Roof slope under 26 degrees	• Working at height	1	• Where working at heights where a risk assessment deems that and a fall prevention control measure is not mandatory. And; • A Safe Work Method Statement is in place and we are not in danger of falling from a live edge, then edge protection will not be required. • When accessing the roof we will ensure correct tie offs, base support, gutter anchors have been installed and at least one (1) metre over hang has been maintained above the structure.	4	
18.0	**Confined Spaces**					
18.1	Working in a confined space	• Dangerous atmosphere	2	• Monitoring, Training, PPE • Use a system involving monitoring the air quality to protect the person working in a confined space: • Prior to entering a confined space, check the oxygen levels are within the acceptable range and that atmospheric contaminants are below the relevant exposure standards, • Keep a record of any person entering a confined space, • Put emergency evacuation procedures in place before starting work, • Monitor the proper use of PPE (where required), • Consider heat stress and remove people where excessive, • Use people that are appropriately trained and able to work safely in confined space.	4	

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18.2	Working in a confined space (cont.)	• Engulfment	2	• Use a system involving the use of personal protective equipment (PPE) to protect the person working in a confined space. ○ Use appropriate PPE including breathing apparatus and provide a stand-by person for the duration of the work where oxygen and contaminant levels are not within the acceptable range or are above the relevant exposure standards. ○ Provide a written risk assessment detailing the work to be performed in the confined space and the person directly responsible for this work ○ Keep a record of any person entering a confined space ○ Put emergency evacuation procedures in place before starting work ○ Monitor the work to ensure PPE is being used properly ○ Consider heat stress and remove people where excessive ○ Train workers in the safe use of hazardous substances in accordance with a material safety data sheet (SDS), and ○ Use people that have been trained to work in a confined space and are medically able to work safely in a confined space.	4	
18.3	Working in ceilings	• Dangerous atmosphere	2	• Conduct a risk assessment prior to entering ceiling spaces; • Isolate power where practicable before commencing work near electrical wiring; • Identify location of electrical services, lighting, and other hazards before entry; • Ensure adequate lighting is provided to safely perform the work; • Use appropriate PPE including respiratory protection, gloves, and protective clothing where required; • Maintain safe access points and ensure suitable ladders or platforms are used; • Do not step on ceiling sheeting — only walk on structural members (e.g. joists or trusses); • Monitor temperature conditions and manage heat stress through breaks, hydration, and ventilation; • Ensure another person is aware of the work being undertaken (no working alone in confined roof spaces where risk is present); • Maintain clear communication with workers outside the ceiling space; • Exit immediately if unsafe conditions arise (e.g. extreme heat, inadequate air quality, electrical risk); • Ensure all workers are trained and competent for working in ceiling spaces.	4	
19.0	**Mobile Plant and Vehicles**					
19.1	Working on or near a roadway	• Contact between persons and vehicles	2	• Training, Licences And Stop Go Signs. ○ If we need to work on or near a roadway we will contact a traffic management company to supply a Traffic Management Plan and licenced traffic management personnel. We will abide by the state road rules and will keep the disruption to traffic at a minimum.	4	

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	Traffic	• Uncontrolled contact between vehicles and people, property damage	1	○ Adherence to WHS Management Plan, Exclusion Zones, Communication, Consultation ○ Follow the WHS Management Plan relating to Traffic Control Safety.	4	
19.2	Traffic (Cont.)		1	○ Do not work within 3m of live traffic unless a Traffic Management Plan is in place – under the direction of ticketed traffic controllers. ○ There is a safety barrier in place (such as concrete New Jersey kerbs), water filled Triton barriers and or a shadow vehicle. ○ Increase awareness of pedestrians, as works are adjacent to the existing footpath. ○ All pedestrian to be diverted around work area.	4	
20.0	**Clean-Up and Re-Packing**					
20.1	Loading Vehicle	• Musculoskeletal strains	3	• Adhere to Site Rules, Manual Handling Techniques ○ When cleaning up and re packing we will practise good manual handling techniques such as bending the knees and not the back, team lifts where possible and avoid carrying very heavy items.	5	
20.0	**Leaving Site**					
20.1	Environmental	• Environmental damage	4	• Adhere to SDS for disposal ○ When leaving site we will make sure that we take away any of the left over insulation. When cleaning we will ensure that all environmentally sensitive products are disposed of correctly. Any left-over hazardous substances will be taken off site and disposed at the correct facility.	5	

Site Specific Hazards ▸

List here any site specific hazards & risks (including control measures) that are additional to this SWMS | JSEA

No	Task | Activity	• Potential Hazards	Risk Score (Before)	• Control Measures	Risk Score (After)	
		•		•		
		•		•		
		•		•		

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The Risk Assessment Process

How to Use the Risk Rating and Control Priority Tables

Step 1	Step 2	Step 3	Step 4	Step 5
Identify any potential HAZARDS	Decide what the possible CONSEQUENCE could be	Decide HOW LIKELY it is to happen	Line up your choices in the table to get the **Risk Rating**	Use the **CONTROL PRIORITY TABLE** to guide your next steps

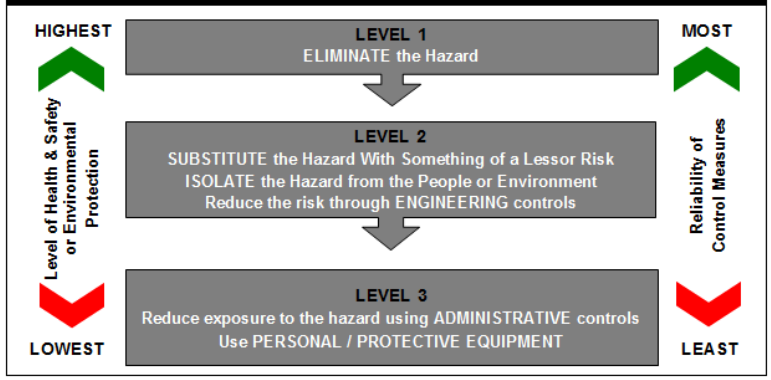
Workplace Safety | Environmental Risk Rating Table

Consequence		Likelihood			
Health and Safety	Environmental	Very Likely	Likely	Unlikely	Very Unlikely
What Injury / Damage Could the Hazard Cause?		Could happen anytime	Could happen sometimes	Could happen but only rarely	Could happen but probably never will
• Serious injury, death, or permanent disability	• Damage greater than $25k • Event caused serious environment harm with significant legal implications (large toxic fallout, fish kills, contamination of potable water supply of adverse national press)	1	1	2	3
• Lost Time (full shift)	• Damage greater than $5k • Event caused serious environmental harm or breach of licence conditions (breach of licence, loss of containment, complaints from community, adverse local press)	1	2	3	4
• Medical Treatment	• Damage greater than $1k • Event caused minimal environmental impact	2	3	4	5
• First Aid	• Damage less than $250 • Event caused minimal or no environmental impact with on-site containment and will not require notification to any regulators	3	4	5	5

Control Priority Table

Risk Rating	Prioritisation
1 or 2	Action to rectify must be done immediately
3, 4, or 5	Consider control measure/s as necessary

Hierarchy of Controls



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Persons Involved in the Task | Activity ▸

I have read, understood and will comply with the requirements of this Safe Work Method Statement | Job Safety & Environmental Analysis

Name	Company | Employer	Signature	Date
Mitch Seany	Lindon Homes		22/8
STEPHANE HOWLWAK	LINDON HOMES		22/8
MOKEMPSEN ENDEHYIPA	LINDON HOMES		22/8
Connor McConnell	Lindon Homes		22/8
Nathan Smyth	Lindon Homes		22/08
Trevor Schmidt	Lindon Homes		22/08
Michael Falcon	lindon homes		22/8
Iman Rahmani	Lindon homes		23/08
James Rahkala	lindon homes		23/8
Michael Schmidt	Lindon homes	M.Schmidt	23/8
Matt Devine	Lindon homes		23/8
Will Burwich	Lindon Homes		23/8.

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