| | HIGH RISK | | | | |
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| | CATEGORY OF WORK | HAZARDS & RISKS | RISK CONTROL MEASURES | IMPLEMENTATION OF CONTROLS | PERSONS RESPONSIBLE |
| 1 | **Working at heights & Falling Objects**<br>**WHS Regulation 315 (NSW) / OHS Regulation 44 (VIC)**<br>**Work task** – *see subsections* | | | | |
| *1A* | Working on a roof | **Hazards**<br>• Roof edge<br>• Sloped roofs<br>• Working above dangerous machinery or equipment.<br>**Risk** - Worker falls off the roof resulting in serious injury or death. | 1. **Install edge protection (e.g., guardrails, scaffolding) in compliance with AS/NZS 4994: Temporary Edge Protection. Harness systems must be used where guardrails are not practical.**<br>2. Conduct a pre-start inspection, verifying:<br>a. Stability of edge protection.<br>b. Proper fitting and functionality of harness systems.<br>c. Access points and fall zones are clear of hazards.<br>3. Use of **a fall arrest system (e.g., safety harness)** when working at heights if there is a risk of falling that cannot be eliminated or minimized using higher-level controls.<br>4. Inspect the roof surface for stability and ensure it is free from hazards like loose tiles, slippery surfaces, or fragile materials prior to commencing work.<br>5. Avoid roof work in wet, windy, or extreme heat conditions.<br>6. Use roof ladders or walk boards for added stability on sloped or fragile roofs.<br>7. Ensure workers are familiar with the emergency rescue plan.<br>8. Display **warning signs** and restrict unauthorized access to the work zone.<br>9. Adhere to all warning signs and restricted area notices within the work zone.<br>10. Use tool lanyards to prevent tools from falling off the roof.<br>11. All materials and tools must be secured to prevent falls in compliance with **WHS** | • **Ensure edge protection installation is conducted by a competent person and inspected before use.**<br>• **Equip workers with a fall arrest system (e.g., safety harness) that complies with AS/NZS 1891: Industrial Fall-Arrest Systems and Devices. Anchor points must be:**<br>○ **Installed according to the manufacturer's specifications.**<br>○ **Rated to withstand at least 15kN.**<br>• Provide roof ladders or walk boards.<br>• Assign a **site supervisor** to oversee roof work, ensuring compliance with control measures.<br>• Conduct periodic audits during roof work to confirm adherence to safety protocols.<br>• Plan ahead and have an understanding of weather conditions for the day of roof works.<br>• Ensure adherence to all warning signs and restricted area notices within the work zone.<br>• Provide workers with Working at Heights training certified to **RIIWHS204E: Work Safely at Heights.**<br>• Ensure workers are competent in:<br>○ Using fall protection systems.<br>○ Emergency rescue procedures.<br>• Develop an emergency rescue plan, ensuring it includes:<br>○ Procedures for retrieving a worker | Project Manager<br>Site Manager<br>Safety Officer<br>Carpenters |

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| | | | **Regulation 315 (NSW) / OHS Regulation 44 (VIC).**<br>12. Workers must not work directly below elevated work areas unless exclusion zones are in place. | using a fall arrest system.<br>○ Availability of trained rescue personnel on-site.<br>○ Accessible first aid equipment. | |
| *1B* | **Working from scaffolding**<br><br>All scaffolding used on-site must be erected, inspected, and maintained in accordance with **AS/NZS 4576: Scaffolding Guidelines** and **AS/NZS 1576: Scaffolding Design & Construction**, ensuring compliance with fall protection measures. | **Hazard –**<br>• Scaffold collapse<br>• Slips or falls from scaffold<br>**Risk -** Worker falls from scaffold resulting in serious injury or death. | 1. Erect scaffolding according to **AS/NZS 4576: Guidelines for Scaffolding**.<br>2. Ensure scaffolding is inspected:<br>a. Before use.<br>b. After severe weather or impact.<br>c. At intervals no greater than **30 days**.<br>3. Install toe boards and guardrails at all working platforms.<br>4. Prohibit the use of incomplete or damaged scaffolding.<br>5. Restrict unauthorized access to scaffolds.<br>6. All materials and tools must be secured to prevent falls in compliance with **WHS Regulation 315 (NSW) / OHS Regulation 44 (VIC).**<br>7. Workers must not work directly below elevated work areas unless exclusion zones are in place. | • Site supervisors to oversee scaffold erection by licensed personnel.<br>• Conduct pre-use inspections and maintain scaffold inspection records.<br>• Scaffolding over 4m must be erected by a licensed scaffolder (NSW & VIC law) as per **AS/NZS 1576.**<br>• Toe boards, mid rails, and handrails must be included in guardrails in compliance with **AS/NZS 4576.**<br>• Regular scaffolding inspections must be conducted before each shift. | **Site Supervisor Safety Officer Certified Scaffolders** |
| *1C* | **Working from ladders on ceilings above 2 metres** | **Hazard –**<br>• Ladder tipping<br>• Standing on top rung of ladder (continues)<br>• Slips from ladder<br>**Risk -** Worker falls from the ladder, resulting in serious injury or death. | 1. Use ladders that comply with **AS/NZS 1892: Portable Ladders** standards.<br>Ensure ladders are:<br>a. The appropriate height for the task (avoid overreaching).<br>b. Rated for the intended load capacity.<br>2. Place ladders on a flat, stable, and non-slip surface.<br>3. Secure ladders at the top or bottom to prevent movement.<br>4. Maintain a 4:1 ratio between the height of the ladder and its base distance from the wall.<br>5. Always maintain three points of contact (two feet and one hand or two hands and one foot).<br>6. Do not stand on the top two rungs of a | • Conduct pre-use inspections for:<br>○ Structural integrity (e.g., no cracks, bends, or missing components).<br>○ Stable and clean rungs to avoid slips.<br>• Remove defective ladders from use and tag them as "Out of Service."<br>• Provide workers with ladder safety training, including:<br>○ Proper ladder setup.<br>○ Safe climbing techniques.<br>○ Emergency procedures in case of a fall.<br>• Ensure a **site supervisor** monitors compliance with ladder safety procedures.<br>• Conduct periodic safety checks during ladder work. | **Site Supervisor Safety Officer Workers** |

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| | | | ladder.<br>7. Avoid overreaching; reposition the ladder as necessary.<br>8. For work exceeding 2 meters, use a fall arrest system (harness) where possible.<br>9. Anchor points for the fall arrest system must comply with **AS/NZS 1891: Industrial Fall-Arrest Systems and Devices.**<br>10. Use tool belts or pouches to carry tools to keep hands free.<br>11. All materials and tools must be secured to prevent falls in compliance with **WHS Regulation 315 (NSW) / OHS Regulation 44 (VIC).**<br>12. Workers must not work directly below elevated work areas unless exclusion zones are in place. | | |
| **2** | **Welding**<br>**Work tasks** - Welding tasks, including arc welding, gas welding, or oxy-acetylene cutting. | **Hazard –**<br>• Fire and Explosion.<br>• Exposure to toxic fumes from metals, coatings, and welding rods.<br>• Radiation<br>• Electric Shock<br>• Ergonomic Strains<br>**Risk –**<br>• Fatal injuries<br>• High temperatures and sparks can ignite flammable materials.<br>• Ultraviolet (UV) and infrared (IR) radiation exposure causing burns or eye damage (arc eye).<br>• Improper grounding or contact with live parts of the equipment.<br>• Awkward postures or repetitive motions causing musculoskeletal issues.<br>• Potential for severe burns, | 1. Install welding screens to protect nearby workers from UV radiation.<br>2. Use local exhaust ventilation or portable fume extractors to minimize exposure to toxic fumes.<br>3. Ensure proper grounding of welding equipment to prevent electrical hazards.<br>4. Use fire-resistant blankets or barriers to contain sparks and heat.<br>5. Use PPE<br>a. Welding Helmet.<br>b. Flame-Resistant Clothing<br>c. Heavy-duty, flame-resistant welding gloves.<br>d. Respiratory Protection - Use P2 or P3 respirators when ventilation is insufficient.<br>e. Steel-toe, heat-resistant boots.<br>6. Store flammable materials away from welding zones as per **AS 1674.1: Safety in Welding and Allied Processes. (continues...)**<br>7. Ensure welding equipment complies with **AS/NZS 60974: Arc Welding Equipment.** | • Conduct pre-task safety checks, including equipment inspection.<br>• Install and maintain engineering controls (e.g., ventilation and fire protection).<br>• Provide task specific training to workers on safe welding practices and emergency procedures.<br>• Enforce the use of PPE during welding activities.<br>• Conduct pre-task inspections of welding equipment and PPE.<br>• Perform regular audits and inspections to ensure controls remain effective. | **Site Supervisor**<br>**Carpenters**<br>**Welders**<br>**Safety Officer** |

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| | | respiratory damage, long-term health effects, or fatal injuries due to electric shock or explosion. | 8. Use UV radiation protective barriers for nearby workers.<br>9. Implement localized fume extraction systems where natural ventilation is insufficient. | | |
| **3** | **Movement of a powered mobile plant**<br>**Type of work** - Work carried out in an area at a workplace in which there is any movement of powered mobile plant | **Hazard** - Workers struck by moving plant or machinery.<br><br>**Risk**- Worker injury (moderate to severe) or death. | 1. All forklifts, telehandlers, and other powered industrial trucks must comply **with AS 2359.2: Powered Industrial Trucks – Safe Use.**<br>2. Pedestrian exclusion zones must be maintained around all powered mobile plant, per **WHS Regulation 215 (NSW) / OHS Regulation 98 (VIC).**<br>a. Exclusion zones must be maintained at a minimum of 2 meters from pedestrians, as per **AS 2359.2.**<br>3. Operators must hold a valid high-risk work license where required, in accordance with **WHS Regulation 96 (NSW) / OHS Regulation 44 (VIC).**<br>4. Ensure reversing alarms and flashing beacons are functional as per **Regulation 215 (WHS Regs 2011)**<br>5. Daily pre-start safety checks must be completed on powered industrial trucks, in compliance with **AS 2359.2** and site-specific traffic management plans.<br>a. Faulty brakes, steering, or hydraulics.<br>b. Non-functional lights, alarms, or beacons.<br>c. Leaks or structural defects.<br>d. Test alarms and emergency stop controls daily.<br>6. Restrict the use of mobile plant during adverse weather conditions (e.g., heavy rain, strong winds).<br>7. Ensure ground surfaces are stable and free from hazards like mud or loose gravel.<br>8. Ensure plant is parked on level ground during loading or unloading. | • Establish and enforce exclusion zones around mobile plant to separate pedestrians from operating areas. Use:<br>○ Physical barriers (e.g., fencing or cones).<br>○ Clear signage indicating restricted access.<br>○ Schedule regular maintenance of all plant is undertaken to reduce mechanical failures.<br>• Conduct regular toolbox talks to reinforce safe practices for mobile plant operations.<br>• Train workers on:<br>○ Identifying and avoiding mobile plant hazards.<br>○ Procedures for reporting unsafe plant conditions or behaviors.<br>• Develop & enforce site specific traffic management plans to include:<br>○ Exclusion zones for pedestrians (2m minimum clearance).<br>○ Competency verification for plant operators.<br>○ Spotters required for reversing vehicles. | **Plant Operators Safety Officer Site Supervisor** |

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| | | | 9. Use wheel chocks or stabilizers where necessary to prevent movement. | | |
| **4** | **Work near pressurised gas pipes or mains**<br>**Work task -** Excavation above gas lines | **Hazard –**<br>1. Puncturing or damaging a gas line during excavation.<br>2. Release of gas causing fire, explosion, or asphyxiation.<br>**Risk -** Serious injuries, fatalities, or significant damage to infrastructure. | 1. Do not commence work if you have not been provided with the locations of underground utilities.<br>2. Clearly mark the location of gas pipes on-site using color-coded spray paint or flags.<br>3. Use hand tools for excavation within 1 meter of gas lines to minimize damage risk.<br>4. Avoid the use of heavy machinery directly above marked gas lines.<br>5. Keep workers at a safe distance during excavation. | • Ensure location of gas lines are known by contacting **Dial Before You Dig (DBYD)** to locate and map underground utilities before work begins.<br>○ Communicate findings with all workers.<br>• Include gas line locations in toolbox talks and site plans.<br>• Ensure workers are trained in gas safety protocols and understand the risks of gas exposure.<br>• Assign a competent supervisor to oversee excavation activities. | **Site Supervisor Machine Operators Safety Officer** |
| **5** | **Work involving tilt-up or precast concrete.**<br>**Work task -** Erecting tilt-up or precast concrete panels on-site. | **Hazard -** Panel becomes unstable during erection and collapses.<br>**Risk -** Workers in the fall shadow are struck by the collapsing panel and are seriously injured or killed. | 1. Install braces in accordance with **AS 3850: Prefabricated Concrete Elements.**<br>2. Conduct a structural engineer's inspection and approval before removing bracing.<br>3. Exclude workers from the fall shadow zone during lifting operations. | • Erect bracing systems under supervision of a competent person.<br>• Inspect bracing systems daily and after extreme weather events. | **Site Supervisor Crane Operators** |
| **6** | **Area with traffic**<br>**Work Task -** Work carried out on, in or adjacent to a road or other traffic corridor that is in use by traffic other than pedestrians. | **Hazard -** Public vehicles; Interaction with live traffic.<br>**Risk –**<br>3. Vehicles entering the work area unexpectedly or inadequate traffic management leading to collisions.<br>4. Worker struck by vehicle causing injury or death. | 1. Develop and implement a traffic management plan.<br>2. Establish exclusion zones using physical barriers (e.g., fencing, barricades, or cones).<br>3. Install clear signage to indicate restricted access and direct traffic flow.<br>4. Deploy trained traffic controllers to manage pedestrian and vehicle movement.<br>5. Reduce speed limits near the work zone and ensure compliance.<br>**6.** Conduct daily inspections to verify traffic control setups remain effective. | • Traffic Management Plan: Site Supervisor to oversee the creation and execution of the plan, ensuring compliance with local regulations.<br>• Barriers and Signage: Workers to install physical barriers and signage before starting work and verify they are clearly visible and functional.<br>• Traffic Controllers: Trained personnel to actively manage vehicle and pedestrian movement and enforce exclusion zones.<br>• Inspections: Safety Officer to conduct routine checks of the traffic control | **Site Supervisor. Traffic Controllers. Safety Officer.** |

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| | | | | measures, addressing any deficiencies immediately. | |
| **7** | **Load-bearing structure demolition**<br>**Work task -** Removing bracing from a wall using an excavator | **Hazard –**<br>1. Unsupported building materials.<br>2. Flying debris.<br>**Risk –**<br>1. Wall collapses on worker or others<br>2. Flying debris hits worker | 1. Fit an open cab excavator with a protective structure to minimise the risk of being struck **by a falling object.**<br>2. Ensure all workers wear appropriate PPE, including hard hats, safety glasses, steel-toe boots, and high-visibility clothing.<br>3. Follow the pre developed detailed demolition plan, including sequencing to prevent structural instability.<br>4. Restrict access to the demolition zone using barriers and signage.<br>5. Conduct a pre-demolition inspection to identify and address potential hazards. | • Workers to use PPE consistently and correctly throughout the demolition process.<br>• Site Supervisor to oversee the creation and execution of the demolition plan, ensuring that the sequence minimizes risks.<br>• Establish and maintain exclusion zones around the demolition area, with clear signage and barriers to prevent unauthorized entry.<br>• Conduct a structural assessment of building before demolition and a visual check after each step to identify any unexpected risks. | **Site Supervisor. Safety Officer. Machine Operators.** |
| **8** | **Disturbing Asbestos**<br>**Work task –** Demolition or renovation of a wall containing asbestos sheeting.<br><br>Any asbestos removal must comply with the **How to Safely Remove Asbestos – SafeWork NSW & WorkSafe VIC Code of Practice.** | **Hazard –**<br>3. Releasing asbestos fibers into the air during handling, demolition, or renovation.<br>4. Inhalation of fibers causing asbestosis, mesothelioma, or lung cancer.<br>**Risk -** High risk of long-term health effects due to airborne asbestos exposure such as asbestosis<br>or mesothelioma. | Only licensed asbestos removalists may remove more than 10m$^2$ of non-friable asbestos.<br>This is defined as **10 square meters of non-friable asbestos (also known as bonded asbestos) in total.** Non-friable asbestos refers to asbestos-containing material (ACM) that is solid and unlikely to release fibers unless disturbed, such as cement sheeting.<br>The below measures are for Mckeone employees & subcontractors who are not licensed to carry out Asbestos removal.<br>***The following safety measures MUST always be adhered to, no exceptions:***<br>1. Workers must wear provided disposable **Type 5 coveralls, nitrile gloves, and P2 or P3 respirators certified under AS/NZS 1716.**<br>2. Employ wet methods (lightly spray the material with water containing detergent) to minimize dust and fiber release.<br>**Containment:**<br>1. Ensure the work area is sealed or restricted to prevent the spread of asbestos fibres | 1. The person removing the asbestos has completed asbestos awareness training or equivalent.<br>2. Post warning signs to restrict access to asbestos-affected areas.<br>3. Prior to all work on a site where asbestos may be present:<br>a. **The asbestos register** is checked to confirm the presence, type, and location of asbestos.<br>b. If no register exists (e.g., in older homes), a licensed asbestos assessor is engaged to inspect the site and identify asbestos-containing materials.<br>If asbestos is found, a site-specific SWMS will be developed in accordance with the levels & handling required to remove the asbestos.<br>• Ensure asbestos removal is performed by a **Class A (friable)** or **Class B (non-friable) licensed contractor**, as required by WHS regulations.<br>• Provide disposable **Type 5 coveralls,** | **Safety Officer Site Supervisor Workers** |

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| | | | 2. Use **200-micron plastic sheeting** to seal the work area and minimize fibre release.<br>**Disposal & Waste Management:**<br>1. Double-wrap all asbestos waste in heavy-duty plastic and label it as "Asbestos Waste".<br>2. Transport waste to a licensed asbestos disposal facility.<br>**Prohibited Activities:**<br>1. Do not use power tools, abrasive cutting tools, or high-pressure water to remove or clean asbestos materials. | nitrile gloves, and P2 or P3 respirators **certified under AS/NZS 1716.**<br>• Provide asbestos awareness training to all workers involved in the task.<br>• Ensure workers understand the specific asbestos risks on the site.<br>• Conduct air monitoring to ensure fiber concentrations remain below the permissible exposure limits.<br>• A clearance certificate must be obtained before reoccupying the site. | |
| **9** | **Confined Space Work**<br>**Work task –** Performing tasks inside confined spaces where oxygen levels or hazardous gases could be an issue.<br>Confined spaces can include but are not limited to:<br>• Sewers & stormwater drains<br>• Crawl spaces under houses<br>• Storage tanks, pits, sumps, or vats<br>• Manholes and deep trenches (over 1.5m with limited exit)<br>• Tunnels, ducts, and pipelines<br>• Void spaces within walls, ceilings, or under floors<br><br>All confined space work must comply with **AS/NZS 2865: Confined Spaces**, including obtaining a confined space entry permit and using continuous atmospheric monitoring, as | **Hazard –**<br>3. Oxygen deficiency.<br>4. Toxic atmospheres.<br>5. Engulfment by liquids or materials.<br><br>**Risk –** Suffocation, poisoning, or serious injury due to lack of oxygen or exposure to hazardous gases. | 1. Ensure a confined space entry permit has been obtained.<br>2. Use continuous atmospheric monitoring, as per **WHS Regulation 67 (NSW) / OHS Regulation 56 (VIC).**<br>3. Familiarize yourself with emergency rescue plans before entry.<br>4. Conduct atmospheric testing before entry.<br>5. Continuous gas monitoring must be used in confined spaces.<br>6. Implement a confined space entry permit system.<br>7. Ensure proper ventilation and atmospheric monitoring.<br>8. Provide workers with appropriate PPE (e.g., respirators).<br>9. Train workers in confined space entry and emergency rescue procedures.<br>10. Ensure a competent standby person is present during all confined space work. | • Site Supervisor to ensure all confined space entry permits are completed.<br>• Emergency rescue plans must be established before entry.<br>• Safety Officer to confirm atmospheric testing results before work begins.<br>• Workers to wear and correctly use all required PPE.<br>• Conduct regular training and emergency drills for confined space rescue. | **Site Supervisor. Safety Officer. Workers.** |

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| | per **WHS Regulation 67 (NSW) / OHS Regulation 56 (VIC** | | | | |
| **10** | **Crane Operations and Lifting**<br>**Work Task -**<br>Operating cranes or other lifting equipment to move heavy loads such as prefabricated panels, or machinery. | **Hazard –**<br>• Load swings or drops.<br>• Crane overturning or structural failure.<br>• Ground instability.<br><br>**Risk -** Injury or death from falling loads or equipment failure. | 1. Use licensed and certified crane operators.<br>2. Conduct pre-lift inspections and develop lift plans.<br>3. Establish exclusion zones around crane operations.<br>4. Use taglines to guide loads and reduce swing.<br>5. Inspect crane stability and ground conditions before operation. | • Crane operators to follow lift plans and perform daily equipment checks.<br>• Site Supervisor to monitor exclusion zones and ensure barriers/signage are in place.<br>• Safety Officer to conduct periodic audits of crane operations. | **Site Supervisor. Crane Operators. Safety Officer.** |
| **11** | **Hot Work**<br>**Work Task -**<br>Performing welding, grinding, soldering, or other work that may produce heat or sparks | **Hazard –**<br>1. Sparks causing fires or explosions.<br>2. Exposure to extreme heat and UV radiation.<br><br>**Risk -** Burns, eye injuries, or fire damage. | 1. Designate hot work zones away from flammable materials.<br>2. Use fire blankets and barriers to contain sparks.<br>3. Ensure fire extinguishers and suppression equipment are readily available.<br>4. Provide workers with welding helmets, flame-resistant clothing, and gloves. | • Site Supervisor to inspect and approve hot work zones before starting tasks.<br>• Workers to wear and maintain appropriate PPE during tasks.<br>• Safety Officer to ensure fire suppression equipment is functional and accessible. | **Site Supervisor. Welders. Safety Officer.** |
| | **MEDIUM RISK** | | | | |
| | CATEGORY OF WORK | HAZARDS & RISKS | RISK CONTROL MEASURES | IMPLEMENTATION OF CONTROLS | PERSONS RESPONSIBLE |
| **1** | **Manual Handling**<br>**Work task -**<br>Lifting, carrying, or moving heavy materials, repetitive tasks (e,g. hammering) Loading/unloading equipment or materials from vehicles. | **Hazard -** Strains, sprains, or musculoskeletal injuries.<br><br>**Risk -** Potential for injury from improper lifting techniques or overexertion. | 1. Apply team lifting for heavy or awkward items.<br>2. Train workers in proper lifting techniques.<br>3. Adhere to **AS/NZS 1269: Manual Handling Code of Practice.**<br>4. Limit load weights to 20 kg for single-person lifts.<br>5. Use trolleys or mechanical aids for heavier materials. | • Conduct manual handling training every 6 months.<br>• Use team lifts for materials exceeding 20 kg.<br>• Provide trolleys & mechanical aids.<br>• Onsite workers enforce team lifting policies. | **Director's Site Supervisor Safety Officer** |
| **2** | **Use of Power Tools**<br>**Work task -** Operating saws, drills, jackhammers, nail guns, sanders, circular & drop saws. | **Hazard -** Kickbacks, cuts, punctures, or tool malfunctions.<br>**Risk –** Potential for serious injury if tools are misused or poorly maintained. | 1. Use PPE such as gloves, goggles, and ear protection.<br>2. All portable electrical tools must be tested and tagged every 3 months, per **AS/NZS 3760.**<br>3. Use tools equipped with safety guards and | • Follow the tool inspection schedule.<br>• Conduct pre-task toolbox talks.<br>• Issue PPE to workers.<br>• Tag out and report faulty tools immediately.<br>• Assign supervision for apprentices | **Director's Carpenters Site Supervisor Safety Officer** |

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| | | | auto-shutoff features.<br>4. Provide task-specific training on tool operation.<br>5. RCDs must be installed on all circuits supplying portable electrical equipment.<br>6. Workers must inspect power cords and tools before use and report defects immediately. | using power tools.<br>• Provide PPE such as gloves, goggles, and ear protection. | |
| 3 | **Working at Low Heights**<br>**Work task -** Tasks performed on ladders or low scaffolding under 2 meters. | **Hazard -** Falls, slips, or trips.<br><br>**Risk –** Minor to moderate injuries from a fall. | 1. Use stable ladders and scaffolding on firm ground.<br>2. Avoid overreaching while on ladders.<br>3. Inspect ladders and scaffolding for defects before use. | • Conduct regular equipment inspections.<br>• Enforcement proper ladder use guidelines. | **Site Supervisor**<br>**Safety Officer** |
| 4 | **Use of Chemicals & Adhesives**<br>**Work task -** Applying adhesives, sealants, or paints. | **Hazard -** Exposure to fumes or skin contact with hazardous substances.<br><br>**Risk –** potential for skin irritation or respiratory problems. | 1. All hazardous chemicals must be labeled under GHS regulations.<br>2. Chemicals must be labelled & stored in accordance with the SDS.<br>3. Only trained personnel may handle hazardous substances.<br>4. Ensure adequate ventilation in work areas.<br>5. Use low-VOC products when possible.<br>6. Use provided gloves, goggles, and respirators. | • Ensure proper storage of chemicals and provide Safety Data Sheets (SDS) for all products.<br>• Safety Data Sheets (SDS) must be reviewed every 5 years and available on-site. | **Site Supervisor**<br>**Carpenters**<br>**Safety Officer** |
| 5 | **Exposure to Dust & Particulates**<br>**Work task -** Cutting or sanding wood, plaster, or cement boards. | **Hazard -** Dust inhalation and respiratory issues.<br><br>**Risk–** Long-term exposure can lead to conditions like silicosis. | 1. Use water suppression or dust extraction systems for all cutting or sanding.<br>2. Use **P2 or P3 respirators** certified under **AS/NZS 1716: Respiratory Protective Devices**.<br>3. Conduct regular air quality monitoring. | • Provide **P2 or P3 respirators** certified under **AS/NZS 1716: Respiratory Protective Devices**.<br>• Train workers on the proper use and maintenance of respirators.<br>• Ensure dust control equipment is inspected daily. | **Site Supervisor**<br>**Carpenters**<br>**Safety Officer** |
| 6 | **Working with Temporary or Unstable Structures**<br>**Work task -** Fixing framework or bracing temporary structures. | **Hazard -** Collapse of structures or shifting materials.<br><br>**Risk –** Risk of injury from falling or collapsing structures. | 1. Use proper bracing techniques.<br>2. Inspect temporary structures for stability before use. | • Assign inspections before every shift and train workers on bracing techniques. | **Site Supervisor**<br>**Carpenters** |
| 7 | **Electrical Safety**<br>**Work task -** Using portable electrical tools in damp or dusty environments. | **Hazard -** Electric shock or short circuits.<br><br>**Risk–** Injury from exposure to faulty or unsafe electrical | 1. Ensure tools are tested and tagged.<br>2. Use Residual Current Devices (RCDs). | • Implement a test-and-tag schedule and conduct site audits for electrical safety compliance. | **Electricians**<br>**Site Supervisor**<br>**Carpenters**<br>**Safety Officer** |

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| | | equipment | | | |
| 8 | **Weather**<br>**Work task -** Working in wet, windy, or hot conditions. | **Hazard -** Slips, dehydration, or heat stress.<br><br>**Risk –** Environmental factors can lead to moderate injuries or health issues. | 1. Reschedule work in extreme weather.<br>2. Provide hydration stations and sun protection. | • Monitor weather forecasts and establish shade/rest areas. | **Site Supervisor**<br>**Safety Officer** |
| 9 | **Noise Exposure**<br>**Work task -** Using noisy equipment like saws or nail guns | **Hazard -** Hearing damage from prolonged exposure.<br><br>**Risk –** Cumulative hearing loss over time. | 1. Use hearing protection compliant with **AS/NZS 1270: Hearing Protectors**. Such as earplugs or earmuffs.<br>2. Limit noise exposure to no more than **85 dB(A)** over an 8-hour shift. | • Provide hearing protection compliant with **AS/NZS 1270: Hearing Protectors**. Such as earplugs or earmuffs.<br>• Rotate workers between noisy and quieter tasks to reduce exposure.<br>• Conduct annual audiometric testing for workers in high-noise areas. | **Site Supervisor**<br>**Safety Officer**<br>**Project Manager** |
| 10 | **Handling Prefabricated Components**<br>**Work task -** Installing prefabricated panels or trusses. | **Hazard -** Risk of manual handling injuries or dropping heavy components.<br><br>**Risk –** Potential for strains or impact injuries. | 1. Use cranes or lifting equipment for heavy components.<br>2. Plan and communicate lifting strategies. | • Schedule lifting tasks with adequate personnel and machinery. | **Site Supervisor**<br>**Project Manager**<br>**Builders** |
| 11 | **Exposure to Extreme Weather**<br>**Work Task -**<br>Working outdoors in extreme conditions, such as hot, cold, or wet weather. | **Hazard –**<br>Heat stress, sunburn, dehydration. Hypothermia in cold weather. Slips or falls during rain.<br>**Risk –** Health conditions as above | 1. Monitor weather forecasts and reschedule work during extreme conditions.<br>2. Provide hydration stations, shaded rest areas, and appropriate PPE (e.g., sun hats, rain gear).<br>3. Train workers to recognize signs of heat stress or hypothermia. | • Site Supervisor to check weather conditions daily and adjust schedules as needed.<br>• Safety Officer to ensure hydration stations and shade areas are set up on-site.<br>• Workers to wear required PPE and participate in weather safety training. | **Site Supervisor.**<br>**Safety Officer.** |
| 12 | **Traffic Management**<br>**Work Task -**<br>Managing the flow of vehicles and foot traffic around construction zones near public roadways. | **Hazard –**<br>1. Interaction with public vehicles.<br>2. Workers struck by vehicles in work zones<br>**Risk –** Severe injury or death from vehicle collisions. | 1. Develop and implement a traffic management plan.<br>2. Use barriers, signage, and speed limit enforcement.<br>3. Deploy trained traffic controllers to manage vehicle flow. | • Traffic controllers to manage vehicle flow and enforce restricted zones.<br>• Site Supervisor to verify traffic control plans are in place and adhered to.<br>• Safety Officer to conduct routine inspections of traffic management setups. | **Site Supervisor.**<br>**Traffic Controllers.** |

## LOW RISK

| | CATEGORY OF WORK | HAZARDS & RISKS | RISK CONTROL MEASURES | IMPLEMENTATION OF CONTROLS | PERSONS RESPONSIBLE |
|---|---|---|---|---|---|
| 1 | **Measuring and Marking** | **Hazard –** Minor cuts, scratches, or repetitive motion injuries.<br><br>**Risk –** Minor injuries not likely to require medical attention. | 1. Use ergonomic tools to reduce strain.<br>2. Keep measuring and marking tools in good condition.<br>3. Ensure adequate lighting in the workspace. | • Inspect tools before use<br>• Take breaks from repetitive tasks to reduce strain. | **Carpenters** |
| 2 | **General Cleaning**<br>**Work task -** Sweeping, tidying up debris & organizing | **Hazard -** Minor slips, trips, cuts, or repetitive strain | 1. When undertaking cleaning activities wear sturdy footwear with good grip.<br>2. Remove obstacles and debris promptly. | • Assign daily cleaning tasks and provide suitable tools. | **Carpenters** |

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|---|---|---|---|---|---|
| | materials. Ensuring there are no trip hazards before leaving | **Risk** – Minor injuries from falling debris, sharp objects in debris or overexertion. | 3. Use dustpans, brooms, and vacuum systems appropriate for the material.<br>4. Do not handle any swept up piles of debris with your bare hands. | | |
| **3** | **Handling Lightweight Materials** | **Hazard** - Dropping items, minor cuts, or scratches.<br><br>**Risk** – Minor injuries with negligible impact. | 1. Use appropriate hand protection (e.g., lightweight gloves) where necessary.<br>2. Ensure proper storage of tools and materials. | • Regular toolbox talks to remind workers about safe handling techniques. | **Carpenters** |
| **4** | **Painting Small Areas**<br><br>**Work task** - Painting in confined areas. | **Hazard –**<br>1. Minor spills, skin contact with paint, or mild fumes.<br>2. Slipping on spilled paint.<br><br>**Risk –**<br>• Irritation to skin & respiratory system.<br>• Minor injury caused by ground level slips. | 1. Use non-toxic, low-VOC paints when possible.<br>a) If using solvent-based or high-VOC paint: A respirator with appropriate filters for organic vapors, gloves & safety glasses.<br>2. Always paint in a well-ventilated area. If appropriate ventilation is not possible the following precautions must be taken;<br>a) Low-VOC paints – A P2 mask<br>b) High-VOC paints – A respirator with appropriate filters for organic vapors.<br>c) When ventilation is low - take short fresh air breaks every hour. | • Review the paint's SDS to understand its specific risks and recommended precautions.<br>• Provide workers with SDS for all paints used and<br>• Train workers on spill cleanup procedures. | **Carpenters**<br>**Site Manager**<br>**Safety Officer** |
| **5** | **Hand-Sanding or Finishing Surfaces** | **Hazard** - Minor abrasions or dust inhalation.<br>**Risk** – Minimal impact if controls are followed. | 1. Use dust masks and safety glasses.<br>2. Use dust collection systems where possible. | • Ensure workers have access to PPE and are trained on safe sanding techniques. | **Carpenters** |
| **6** | **Organizing Tools and Equipment** | **Hazard** - Trips, minor pinches, or tool-related scrapes.<br><br>**Risk** – Minimal risk of injury. | 1. Use labelled storage solutions to avoid clutter.<br>2. Ensure tools are properly secured and sharp edges are covered. | • Conduct routine inspections of storage areas. | **Carpenters** |
| **7** | **Basic Maintenance of Non-Electrical Tools** | **Hazard** - Minor cuts or scratches from tool edges.<br><br>**Risk** – Minimal injuries that are easy to manage. | 1. Wear gloves when sharpening or cleaning tools.<br>2. Use proper sharpening devices and avoid distractions while using. | • Provide guidance on maintenance techniques and enforce PPE use. | **Carpenters** |
| **8** | **Mental Health and Fatigue** | **Hazard** – Stress from long hours or high workloads & Fatigue leading to reduced focus and increased accidents.<br><br>**Risk** – Decreased performance and increased risk rates. | 1. Take regular breaks and enforce reasonable working hours.<br>2. Rotate workers between high-concentration tasks and low-stress activities.<br>3. Offer access to mental health resources and support. | • Site Supervisor to monitor worker schedules and ensure breaks are taken.<br>• Safety Officer to provide resources and information on mental health support.<br>• Workers to communicate if they feel unwell or fatigued. | **Site Supervisor**<br>**Safety Officer**<br>**Project Manager**<br>**Directors** |