

**ORGANISATION DETAILS**

<b>Organisation Name:</b>	Gedoun Constructions Pty Ltd	<b>Contact Name:</b>	Joe Gedoun
<b>ACN/ABN:</b>	52 284 873 581	<b>Contact Position:</b>	Director
<b>Address:</b>	PO Box 1138, Townsville QLD 4810	<b>Contact Phone Number:</b>	0412 968 974

**PROJECT DETAILS**

<b>Project:</b>	Gedoun Construction Sites	<b>Project Address:</b>	Gedoun Construction Sites
<b>Project No:</b>		<b>This WMS has been developed in consultation with:</b>	Joe Gedoun
<b>Activity:</b>	Supply and installation of Roller/Sectional Doors		<b>Reviewed by:</b>
		<b>Position:</b>	Contract Administrator
<b>Training/Instructions to be provided:</b>	<input checked="" type="checkbox"/> Site Induction Training <input checked="" type="checkbox"/> OHS Induction Card Training <input checked="" type="checkbox"/> Manual Handling Training	<input checked="" type="checkbox"/> Task Specific Training, Manual Handling Training <input checked="" type="checkbox"/> Training Specified in any MSDS <input checked="" type="checkbox"/> Other (Specify):	
<b>Resources/Trades Involved:</b>	Installer	<b>Engineering Details/Certificates/EPA/QLD Work Place Health &amp; Safety Approvals:</b>	
<b>Plant/Equipment Used:</b>	Electric Power Tools Portable Ladder	<b>Warning Signs and Controls Measures:</b>	As per Displayed Signage
		<b>Details of Emergency Procedures:</b>	As per Site Safety Plan
<b>Personal Protective Equipment (PPE) to be used:</b>	High Visibility Clothing and Safety Footwear (Steel Capped Boots) are to be worn by ALL worksites. Fire retardant material long sleeve shirt, trousers, safety helmet, safety glasses, rescue kit, low voltage insulating gloves. Task specific gloves.	<b>Safety Data Sheets Required:</b>	NIL

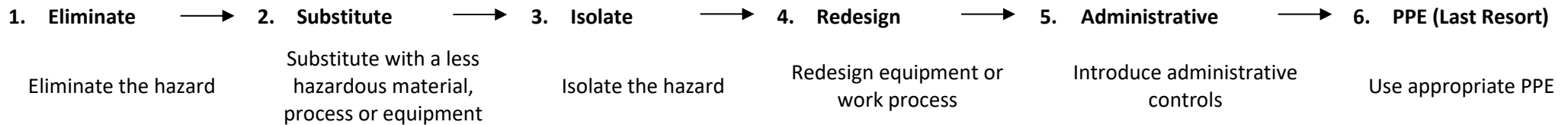
PROJECT DETAILS			
<p><b>Occupational Health Safety or Environmental Legislation:</b></p>	<ul style="list-style-type: none"> <li>• Queensland Acts &amp; Regulations</li> <li>• Workplace Health &amp; Safety Act 2011, Workplace Health &amp; Safety Regulations 2011</li> <li>• Electrical Safety Act 2015, Electrical Safety Regulations 2013</li> <li>• Building and Construction Industry Improvement Acts 2005</li> </ul>	<p><b>Codes and/or Standards Applicable to the Works:</b></p>	<p>Building Code of Australia 2010 Queensland &amp; National Codes of Practice:</p> <ul style="list-style-type: none"> <li>• Building and Construction 2000 Updated 2011</li> <li>• Noise 2004</li> <li>• Scaffold 2009</li> <li>• Electrical 2013</li> <li>• Manual Tasks 2010</li> <li>• Plant 2013</li> <li>• First Aid 2015</li> <li>• Hazardous Substances 2011</li> <li>• Prevention of Falls in Housing Construction 2012</li> <li>• Construction Work 2013</li> <li>• Building Code of Australia 2015</li> <li>• Hazardous Substance Code of Practice 2003</li> </ul> <p>National Standards:</p> <ul style="list-style-type: none"> <li>• Risk Management AS/NZS15031000:2009</li> <li>• National Standard for Construction Work NOSHC:1016 (2005)</li> <li>• National Standard for Manual Tasks 2007</li> </ul>

HIGH RISK ACTIVITY: OPERATING A BOOM LIFT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
Arrival at site	<ul style="list-style-type: none"> <li>- Persons unfamiliar with site conditions, rules, safety and other requirements</li> </ul>	3	2	6	<b>Visual check of area several times a day:</b> <ul style="list-style-type: none"> <li>- All workers to be inducted prior to commencing work</li> <li>- Contact Site Foreman and identify hazards on site and have Lay-down area identified and Barricaded off</li> <li>- Traffic control to enable plant to enter site safely from road</li> </ul>	2	1	2	Site Management Contractor Workers Traffic controllers
Housekeeping	<ul style="list-style-type: none"> <li>- Slips, trips and falls</li> <li>- Blockage of pathways</li> </ul>	3	2	6	<b>Work area to be clear of scraps and rubbish on visual inspection during the day:</b> <ul style="list-style-type: none"> <li>- Maintain a tidy storage and work areas during day</li> <li>- Workers to place off cuts, scraps, packaging, screws, and bits of steel in containers provided by them as they work or to barricade off an area for larger items</li> <li>- These are to be emptied or placed into designated recycled material bins before lunch and at end of day</li> <li>- Before a lunch break at end of day, a tidy up of area will be undertaken by all our workers</li> </ul>	2	1	2	Subcontractor to provide containers for workers to place off cuts and scrapes in as they work and these will be emptied into site bins
Unloading Equipment	<ul style="list-style-type: none"> <li>- Manual Handling</li> <li>- Mechanical Failure</li> </ul>	3	3	9	<b>Visual check of area several times a day:</b> <ul style="list-style-type: none"> <li>- Training employees in manual handling and lifting</li> </ul>	2	2	4	All Workers
Install brackets	<ul style="list-style-type: none"> <li>- Falling objects</li> </ul>	3	4	12	<b>Constant Visual check of area:</b> <ul style="list-style-type: none"> <li>- Installer to check area for hazardous objects</li> <li>- Correct handling techniques</li> </ul>	2	3	6	All Workers
Install Roller/Sectional Door	<ul style="list-style-type: none"> <li>- Falling objects</li> <li>- Crushing Injury</li> <li>- Manual Handling</li> </ul>	3	4	12	<b>Visual check of area several times a day:</b> <ul style="list-style-type: none"> <li>- Correct manual handling techniques</li> <li>- Regular checks that area is clear</li> <li>- Appropriate PPE for all tasks.</li> </ul>	2	3	6	All Workers

HIGH RISK ACTIVITY: OPERATING A BOOM LIFT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
Install guides	<ul style="list-style-type: none"> <li>- Falling Objects</li> <li>- Manual handling</li> <li>- Electrical Break-in (penetration of wall/roof sheeting hitting poorly installed electrical wiring)</li> </ul>	3	2	6	<b>Visual check of area several times a day:</b> <ul style="list-style-type: none"> <li>- All PPE for tasks to be used</li> <li>- Correct manual handling techniques</li> <li>- If wiring is in the vicinity of where you need to penetrate the wall/roof the mains power needs to be turned off when using cordless drills and to use their safety RCD boxes when using 240v drills.</li> </ul>	2	1	2	All Workers
Test Door	<ul style="list-style-type: none"> <li>- Falling Objects</li> </ul>	3	2	6	<b>Visual check of area several times a day:</b> <ul style="list-style-type: none"> <li>- Regular checks that area is clear</li> </ul>	2	1	2	All Workers
House Keeping and Packing up equipment	<ul style="list-style-type: none"> <li>- Damage to property and plant</li> <li>- Manual handling</li> <li>- Crushing injury</li> </ul>	3	3	9	<b>Visual check of area:</b> <ul style="list-style-type: none"> <li>- Use clear and level area for reloading plant and equipment</li> <li>- Make all persons around areas aware of activities</li> <li>- Use appropriate PPE for removal of rubbish</li> <li>- All rubbish to be placed in designated areas.</li> <li>- Leave job site clean of rubbish and debris.</li> </ul>	2	1	2	All Workers

RISK MATRIX					
LIKELIHOOD	CONSEQUENCES				
	INSIGNIFICANT (1)	MINOR (2)	MODERATE (3)	MAJOR (4)	CATASTROPHIC (5)
RARE (1)	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (4)
UNLIKELY (2)	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
POSSIBLE (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
LIKELY (4)	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
ALMOST CERTAIN (5)	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)

If the residual risk is	Catastrophic (16+)	Then	Work is unable to proceed. Seek other methods (Significant)
	High (10 – 15)	Then	Permission from <b>High Level Management</b> for work to proceed (Significant)
	Moderate (4 – 9)	Then	Permission from <b>Worker in Charge</b> for work to proceed (Insignificant)
	Low (1 – 3)	Then	Work able to proceed (Insignificant)







**C = Consequence**

- 5 = **Catastrophic** = Fatality, permanent disability, long term widespread impacts, huge financial loss
- 4 = **Major** = Permanent disability or extensive injuries, medium to long term widespread impact, major financial loss
- 3 = **Moderate** = Lost time injury, reversible medium term local impact, high financial loss
- 2 = **Minor** = Medical treatment, reversible short – medium term impact to local area, medium financial loss
- 1 = **Insignificant** = First aid, limited impact to minimal area, low financial loss


**L = Likelihood**

- 5 = **Almost Certain** = It is almost certain that the risk will occur in most circumstances
- 4 = **Likely** = The risk is likely to occur in most circumstances
- 3 = **Possible** = There is uncertainty that the risk could occur
- 2 = **Unlikely** = The risk could occur at some time but there is confidence that it will not
- 1 = **Rare** = The impact/risk may occur only in exceptional circumstances

**I HAVE BEEN CONSULTED AND I ASSISTED IN DEVELOPPING THE WORK METHOS STATEMENTS THAT APPLY TO MY WORK ACTIVITIES.  
I WILL COMPLY WITH ITS SAFE WORK PRACTICE.**

PRINT NAMES	POSITION/TRADE	SIGNATURE	DATE
JOE GEDOUN	DIRECTOR/SITE MANAGER		31-Aug-16
MATTHEW CARROLL	SITE SUPERVISOR		31-Aug-16
CRAIG PENSINI	SITE SUPERVISOR		31-Aug-16
BOYD TURNER	SITE SUPERVISOR		31-Aug-16

**MONITORING AND REVIEWING OF WMS USE AND EFFECTIVENESS**

NAME	SIGNATURE	DATE
STACY JACOBSEN		31-Aug-16