

ORGANISATION DETAILS

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

PROJECT DETAILS

Project:	Gedoun Construction Sites	Project Address:	Gedoun Construction Sites
Project No:		This WMS has been developed in consultation with: Joe Gedoun	
Activity:	Using Plasterboard and Plastering	Reviewed by: Stacy Jacobsen	
Training/Instructions to be provided:	<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): _____	
Resources/Trades Involved:	Sheeters and Plasterers	Engineering Details/Certificates/EPA/QLD Work Place Health & Safety Approvals:	Nil
Plant/Equipment Used:	Electrical tools and hand tools	Warning Signs and Controls Measures:	As per Displayed Signage
		Details of Emergency Procedures:	As per Site Safety Plan
Personal Protective Equipment (PPE) to be used:	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.	Safety Data Sheets Required:	Yes

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

HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
Care on site	Hazards <ul style="list-style-type: none"> - Trips and falls over waste, equipment, materials, unmarked steps, varying terrain, trenches, penetrations, voids - Impact with moving plant and machinery - Falling from heights Risks <ul style="list-style-type: none"> - Bruising - Sunburn - Heat stroke - Cuts and abrasions - Broken bones - Serious disablement - Death - Meliododosis 	3	2	6	<ul style="list-style-type: none"> - Identify risks and hazards through site induction and risk assessments. & site rules - Move at a pace allowing for proper visual assessment - Remove all trips hazards where possible 	1	2	2	Supervisor and Worker
Delivery of materials	Hazards <ul style="list-style-type: none"> - Manual handling - Vehicle access - Vehicles impacting with workers, pedestrians - Falling materials - Movement of unsafe loads - Failing unloading systems (failure of chains/slings) 	3	4	12	<ul style="list-style-type: none"> - Vehicles have proper access to site - The delivery or set down area is away from, or protected from workers, pedestrians - Traffic control / management, is provided where deliveries affect other traffic or public and pedestrian access - Deliver and set down areas are clearly identified to all persons, including the delivery driver - Site specific hazards and risks are assessed 	2	4	8	Supervisor and Worker

HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
	<ul style="list-style-type: none"> - Movement of bobcat/Manitou when unloading - Use of vehicle mounted crane <p>Risks</p> <ul style="list-style-type: none"> - Cuts and abrasions - Bruising - Broken bones - Serious disablement - Death 				<ul style="list-style-type: none"> - Plant registers and maintenance records are current for truck, hyab, bobcat, Manitou - Where lifting gear is being used make sure lifting gear register is current and all chains and slings have been certified as safe - Operator or truck/plant, holds the appropriate certificates of competencies, licenses - Workers are aware of, and apply, correct bending, lifting and carrying techniques when loading or unloading - The lifting of loads, are kept to a minimum and assistance is sought where necessary 				
Hazards of plasterboard	<p>Hazards</p> <ul style="list-style-type: none"> - Breathing in Plasterboard dust from drilling, sanding, cutting or other abrading processes - Ingesting Plasterboard dust <p>Risks</p> <ul style="list-style-type: none"> - Abdominal discomfort if dust is swallowed - Eye irritation causing discomfort and redness - Skin irritation may occur from dust, particularly in association with heat and sweat - Inhalation of dust can cause irritation of the nose, throat 	3	2	6	<ul style="list-style-type: none"> - All work with these boards should be carried out in such a way as to minimize the generation of, and exposure to dust - Cut, sand, drill or abrade product only in controlled environment. Seal work area from entry by other persons and control areas affected by dust - Minimize the amount of persons in effected area - Wear comfortable work gloves (AS2161 or NZS5812) to avoid hand cuts when handling panels - Wear industrial safety glasses or non-fogging goggles (AS/NZS 1336) when machining or abrading plasterboard - Avoid breathing dust. Wear a class P1 or P2 replaceable filter or disposable half face-piece respirator when machining products. Respirators should comply with AS/NZS 1716 and be selected, 	1	2	2	Supervisor and Worker

HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
	and lungs, resulting in excess mucus and coughing - Repeated exposure to dust may result in increased nasal and respiratory secretions and coughing				used and maintained in accordance with AS/NZS1715 - Work areas should be well ventilated. They should be cleaned at least daily, and dust removed by vacuum cleaning or wet sweeping method - When emptying dust bags make sure that they are properly sealed and disposed of. Do not empty into open waste bins or areas without first sealing dust bags				
Sheet preparation	Hazards - Manual handling - The use of electric and cordless power tools - The use of compressed air tools - The presence of trip and slip hazards - Exposure to plasterboard dust and other substances Risks - Minor impact injuries - Eye, nose, throat and skin irritation - Cuts and abrasions - Bruising - Muscle/ligament strains and stresses - Broken bones	3	2	6	- Assess the specific hazards and risks using a job safety analysis or similar - Provide a stable bench, that is at a reasonable height (between hip and waist), for mixing/preparation of plaster and cutting materials - Experienced and less experienced employees are paired where possible - All workers to possess competencies which enable them to operate hand and power tools safely - Electrical tools, compressors and residual current devices are tested and tagged as required - Lifting and moving work is undertaken with assistance to lighten the load where necessary - Weights lifted match the ability of the Employee. Each Employee will vary in the loads they can lift - Manual Handling training / awareness is provided to workers and safe manual handling techniques are used	1	2	2	Supervisor and Worker

HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
	- Permanent disablement			6			2		
Sheet installation	<p>Hazards</p> <ul style="list-style-type: none"> - Delivery of sheets onto site - Movement of sheets to installation area - Manual handling - The use of electric and cordless power tools - Penetrating electrical wiring while fixing sheets - The use of explosive hand tools - The use of compressed air tools - The presence of trip and slip hazards <p>Risks</p> <ul style="list-style-type: none"> - Minor impact injuries - Cuts and abrasions - Bruising - Muscle/ligament strains and stresses - Broken bones 	3	2	6	<ul style="list-style-type: none"> - Assess the specific hazards and risks using a job safety analysis or similar <li style="background-color: #ffff00;">- Ensure the bulk of the instillation work is completed between knee and shoulder height, by use of suitable scaffold, elevated work platforms or other approved adjustable height working platforms - Stud adhesive to be used as per MSDS - Experienced and less experienced employees are paired where possible - All workers to possess competencies which enable them to operate hand and power tools safely - Electrical tools, compressors and residual current devices are tested and tagged as required - Lifting and moving work is undertaken with assistance to lighten the load where necessary <li style="background-color: #ffff00;">- A visual inspection for electrical wiring is to be carried out prior to fixing sheeting. If any electrical cable can be penetrated by a fixing that cable is to be taped to a safe position - Manual Handling training / awareness is provided to workers and safe manual handling techniques are used 	1	2	2	Supervisor and Worker
Application of plaster	<p>Hazards</p> <ul style="list-style-type: none"> - Manual handling - Fall from height - The use of electric and cordless power tools to mix plaster 	3	2	6	<ul style="list-style-type: none"> <li style="background-color: #ffff00;">- Ensure persons involved with preparation and application of plaster, are aware of MSDS content - Provide a stable bench, that is at a reasonable height (between hip and waist), for mixing/preparation of plaster and cutting materials 	1	2	2	Supervisor and Worker

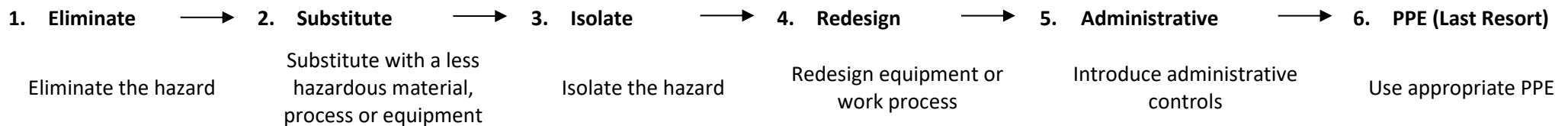
HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
	<ul style="list-style-type: none"> - The presence of trip and slip hazards - Exposure to hazardous substances <p>Risks</p> <ul style="list-style-type: none"> - Permanent disablement - Muscle/ligament strains and stresses - Minor impact injuries - Eye, nose, throat and skin irritation - Cuts and abrasions - Bruising - Broken bones 			6	<ul style="list-style-type: none"> - Experienced and less experienced employees are paired where possible - Electrical tools, compressors and residual current devices are tested and tagged as required - Lifting and moving work is undertaken with assistance to lighten the load where necessary. - Weights lifted match the ability of the Employee. Each Employee will vary in the loads they can lift - Manual Handling training / awareness is provided to workers and safe manual handling techniques are used 			2	
Use of stilts	<p>Hazards</p> <ul style="list-style-type: none"> - Changes in level or slope of the work area - Fall from height - Railings adjacent to edges, floor penetrations, stairwells and voids - Trip or slip hazards, including leads, power tools and other material <p>Risks</p> <ul style="list-style-type: none"> - Minor impact injuries 	3	2	6	<ul style="list-style-type: none"> - Ensure site management and surrounding workers are aware of intended work activity - Assess the specific hazards and risks using a job safety analysis or similar - Provide a stable mounting / dismounting platform - Only trained and competent persons to use stilts - Ensure all work is undertaken in areas free from waste, materials, leads and other workers. Barrier control where necessary - Ensure edge, floor penetrations, stairwells and voids are well protected - Restrict use to light work; patching, touching up and stopping of joints, using a trowel 	1	2	2	Supervisor and Worker

HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
	<ul style="list-style-type: none"> - Cuts and abrasions - Bruising - Muscle/ligament strains and stresses - Broken bones - Permanent disablement 			6	<ul style="list-style-type: none"> - Only use hand tools, no leads 			2	
Use of hand tools	<p>Hazards</p> <ul style="list-style-type: none"> - Minor trips and falls - Impact with body <p>Risks</p> <ul style="list-style-type: none"> - Cuts and abrasions - Bruising - Crush injuries 	3	2	6	<ul style="list-style-type: none"> - Always assess the hazards and risks associated with the task to be completed and the work site in which the task is to be done - Use good quality tools - Maintain tools; repair when necessary - Wear safety eyewear - Wear safety footwear - Wearing of gloves where necessary 	1	2	2	Supervisor and Worker
Use of power tools	<p>Hazards</p> <ul style="list-style-type: none"> - Improper use - Inadequate training or supervision of apprentices, inexperienced workers - Faulty electrical tools - Faulty electrical leads or plugs - Failure to use a Residual Current Device (RCD) or similar - Exposure to moisture - Improper, ineffective or faulty guarding <p>Risks</p>	3	2	6	<ul style="list-style-type: none"> - Ensure operators are competent in tools operation - Ensure tools are maintained in accordance with manufacturer's specification - Tools are checked on an as used basis and any repairs be undertaken by appropriately skilled and/or authorized persons - Any guarding fitted, whether provided by manufacturer, or fitted after purchase, must be in good order and fully functioning - Inspect leads and plugs for any visible damage prior to using - Ensure tools are tested and tagged monthly for commercial sites and three monthly for residential sites 	1	2	2	Supervisor and Worker

HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS Highlighted areas must be supervised	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
	<ul style="list-style-type: none"> - Cuts and abrasions - Bruising - Seriously and/or permanently disable - Result in death 				<ul style="list-style-type: none"> - Ensure electrical tools are plugged into breakaway or residual current devices (RCD) whilst being used 				
Site clean Removing your waste	<p>Hazards</p> <ul style="list-style-type: none"> - Trip and slip hazards, created by waste material being left on ground - Manual handling - Exposure to hazardous materials <p>Risks</p> <ul style="list-style-type: none"> - Minor impact injuries - Cuts and abrasions - Skin, eye, and respiratory irritation - Muscle / ligament strains and stresses - 1st aid and or Medical treatment injuries 	3	2	6	<ul style="list-style-type: none"> - Assess the specific hazards and risks using a job safety analysis or similar - Ensure employees are aware of any hazardous materials and report same to site manager for removal by principal contractor - Manual Handling training / awareness is provided to workers and safe manual handling techniques are used - Ensure Employees wear gloves, safety footwear, eyewear, high visibility clothing 	1	2	2	Supervisor and Worker

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 High Level Management for work to proceed (Significant)
	Moderate (4 – 9)	Then	Permission from Worker in Charge 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
CRAIG PENSINI	SITE SUPERVISOR		31-Aug-16
BOYD TURNER	SITE SUPERVISOR		31-Aug-16
MATTHEW CARROLL	SITE SUPERVISOR		31-Aug-16

MONITORING AND REVIEWING OF WMS USE AND EFFECTIVENESS

NAME	SIGNATURE	DATE
STACY JACOBSEN		31-Aug-16