

**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>	Ceramic Tiling		<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): Cert 3 W&F Tiling BCG31303, CCQ Use of Grinders and Wet Saws	
<b>Resources/Trades Involved:</b>	Qualified Tilers	<b>Engineering Details/Certificates/EPA/QLD Work Place Health &amp; Safety Approvals:</b>	Nil
<b>Plant/Equipment Used:</b>	Trestles, planks, braces, grinders, hand tools, box cutters, trowels, electrical leads, lasers and levels	<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.	<b>Safety Data Sheets Required:</b>	All adhesives and grout products

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<b>Occupational Health Safety or Environmental Legislation:</b>	<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>	<b>Codes and/or Standards Applicable to the Works:</b>	Building Code of Australia 2010 Queensland & National Codes of Practice: <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> National Standards: <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>

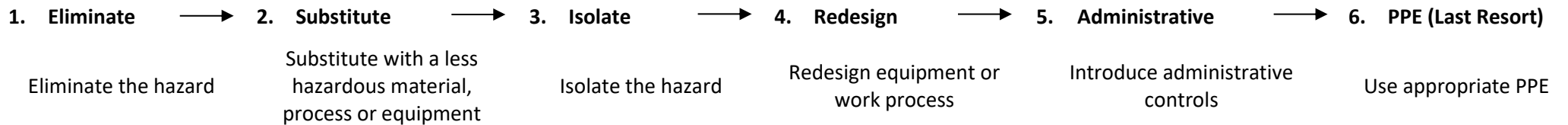
HIGH RISK ACTIVITY: WORKING ON OR NEAR EXPOSED ENERGISED ELECTRICAL EQUIPMENT									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
Preparation of substrate	<ul style="list-style-type: none"> <li>- Chips and debris from removing PVC pipes and concrete can cause eye/respiratory injury</li> <li>- Cut tiles edges may cause hand injury</li> </ul>	3	3	9	<ul style="list-style-type: none"> <li>- Wear appropriate eye protection and dust mask. Employ dustless grinding or vacuum system. Wear P2 face mask when sweeping or carrying out dusty work.</li> <li>- Wear appropriate gloves when removing tile off cuts</li> </ul>	2	1	2	Supervisor
Entry and access to site	<ul style="list-style-type: none"> <li>- Access over patios and porches insufficient substrate and temporary access over works in progress.</li> <li>- Insufficient fall protection</li> </ul>	2	4	8	<ul style="list-style-type: none"> <li>- Ensure access is in accordance with Aus. standard. Check fall protection and entry into the job is sufficient to allow equipment and personnel to traverse safely into building. Confirm with Builder.</li> </ul>	2	1	2	Supervisor and Principal Contractor
Cooling and ventilation of the work area	<ul style="list-style-type: none"> <li>- Injury to limbs from fans and propellers</li> </ul>	1	4	4	<ul style="list-style-type: none"> <li>- Inspect guarding of fans before operating</li> <li>- Do not move fans or adjust fans while operating</li> </ul>	1	1	1	Supervisor and Employee
Initial trial and set out	<ul style="list-style-type: none"> <li>- Cuts and lacerations from fittings and fixtures on walls above work area</li> <li>- Falls from trestle and planks</li> <li>- Head injury from falling straight edges and levels</li> </ul>	3	3	9	<ul style="list-style-type: none"> <li>- Dymark sharp or unprotected water pipes and taps in walls and floor</li> <li>- Ensure trestles are set 200mm from set downs in slabs with 200mm overhand on plans with clamps</li> <li>- Lay all aluminium straight edges and levels along ground</li> <li>- Gloves worn when settling out and sharp objects are present</li> </ul>	2	1	2	Supervisor
Laying tiles	<ul style="list-style-type: none"> <li>- Dermatitis and skin irritation from constantly wet hands (sweat and water) in rubber and fabric gloves</li> <li>- Abrasive action of trowel handles on wet skin</li> </ul>	5	2	10	<ul style="list-style-type: none"> <li>- Remove gloves when working with adhesives and wash water. Allow hands to remain dry</li> </ul>	2	1	2	Supervisor

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		L	C	R		L	C	R	
Cartage of tiles and materials Mixing glues and grouts	<ul style="list-style-type: none"> <li>- Strains from lifting heavy tile boxes, adhesive and grout drums or Bags</li> <li>- Cuts from box knives when opening tile boxes</li> <li>- Water spills causing electrocution</li> <li>- Ingestion of Crystalline silicates</li> </ul>	2	5	10	<ul style="list-style-type: none"> <li>- Use trolleys for weight over 20KGS</li> <li>- Use retractable knives when cutting boxes</li> <li>- Wear P2 type dust mask when mixing powdered adhesives</li> <li>- Remove mixing drills from rinse buckets when not in use</li> <li>- Only use drills with dry hands remove gloves to prevent electrocution</li> <li>- All electrical equipment to be connected to RCD</li> </ul>	1	4	4	Supervisor
Cutting tiles with grinder	<ul style="list-style-type: none"> <li>- Eye injury from chips of tile and diamond blades</li> </ul>	3	3	9	<ul style="list-style-type: none"> <li>- Wear double eye protection, safety glasses to AS under face shield</li> <li>- Inspect diamond blades before use for cracks or excessive wear.</li> <li>- Only use Grinders with dry hands, remove gloves to prevent electrocution</li> </ul>	2	1	2	Supervisor and Employee
Cutting aluminium trim with drop saw	<ul style="list-style-type: none"> <li>- Lacerations and loss of limbs</li> </ul>	4	4	16	<ul style="list-style-type: none"> <li>- Lubricate blades before use</li> <li>- Safety Glasses and Face shield</li> <li>- Ensure saw is setup on flat ground</li> <li>- Use pieces of timber support off cut sections under.</li> <li>- Clamp section to back boards or hold firm keeping hands well clear (200mm)</li> <li>- Use hack saws for all sections under 200mm long. If a blade jams STOP- Check if it is bent. Report to coworkers and supervisor immediately.</li> </ul>	2	4	8	Supervisor and Employee
Grouting of tiles	<ul style="list-style-type: none"> <li>- Skin irritations on hands from epoxy grout</li> <li>- Run off of wash water &amp; slurry into drains</li> </ul>	5	3	10	<ul style="list-style-type: none"> <li>- Wear suitable rubber gloves to eliminate skin irritation.</li> </ul>	2	1	2	Supervisor
		3	3	9	<ul style="list-style-type: none"> <li>- Wash hands after grouting with soap</li> <li>- Dispose of Wash water in allocated sand bund or IVC</li> </ul>	2	1	2	

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		L	C	R		L	C	R	
	- Eye injury from wash water			6	on site - Wear suitable safety glasses to AS			2	
Cleaning of works area, tools and finishes work	- Trowels immersed in dirty buckets of water may cause cuts or lacerations to hands.	3	2	6	- Clean trowels and place on side of bucket to avoid collision with hands. - Dispose of water as above - Capture water in Bunds or IVCs - Wear appropriate gloves when removing tile off cuts	2	1	2	Supervisor and Employee
	- Run off of wash water & slurry into drains	3	2	6					
	- Cut tile edges may cause hand injury	3	3	9					

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
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