

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 Reviewed by: Stacy Jacobsen Position: Contract Administrator	
Activity:	INSTALL ALUMINIUM WINDOWS AND DOORS		
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:	Qualified Electricians	Engineering Details/Certificates/EPA/QLD Work Place Health & Safety Approvals:	
Plant/Equipment Used:	Electrical equipment, Hand Tools, Power Tools and Angle Grinder	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:	NIL

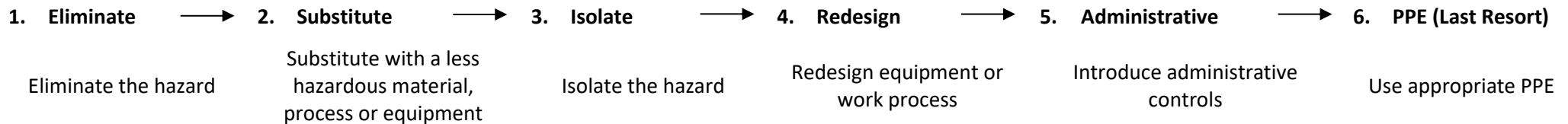
PROJECT DETAILS			
<p>Occupational Health Safety or Environmental Legislation:</p>	<ul style="list-style-type: none"> • Queensland Acts & Regulations • Workplace Health & Safety Act 2011, Workplace Health & Safety Regulations 2011 • Electrical Safety Act 2015, Electrical Safety Regulations 2013 • Building 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: HEIGHTS									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
Glass Handling and Storage	Manual handling injuries such as musculoskeletal whether through gradual wear and tear or sudden onset injury	3	3	9	<ul style="list-style-type: none"> - Correct manual handling practices are to be utilised, such as bending knees, holding load close to body, ensure strong grip, ensure clear path/visibility - When working as a team, coordinate lifting arrangement beforehand and appoint leader - No materials are to be rested on rails or other unsafe structures which may not hold weight of load 	2	3	6	Subcontractors
Install Balustrade Control of Falls	<p>Potential for injury or death if worker falls off floor where working</p> <p>Injury could occur if worker doesn't know how to use tools</p> <p>Persons could be injured or killed if electrocuted by untested and untagged equipment</p> <p>Persons could be electrocuted if they cut through an electrical lead</p> <p>Manual handling injuries such as musculoskeletal whether through gradual wear and tear of sudden onset injury</p>	3	4	12	<ul style="list-style-type: none"> - Persons who use battery equipment including drills and riveters to be competent - All electrical equipment to be tested and tagged every 3 months as per AS 3012 - Equipment in good condition. Ensure all guards are fitted correctly and maintained - All power supplies are to be protected by a RCD unit - All leads are to be placed so as not to sustain damage - Leads are not to exceed 25m in length for 1mm conductor size. No piggy backed leads - Correct manual handling practices are to be utilised such as bending knees, holding load close to body, ensure strong grip, ensure clear path/visibility - When working as a team, coordinate lifting arrangements beforehand and appoint leader - No materials are to be rested on rails or other unsafe structures which may not hold weight of load - Workers will not climb on guardrails to gain extra height - Maintain clean work area so there are no trip hazards at prevent fall from height 	3	3	9	Subcontractors

HIGH RISK ACTIVITY: HEIGHTS									
JOB STEP	POTENTIAL HAZARDS	RISK SCORE (Before Control Measures)			CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
		L	C	R		L	C	R	
Use of Electric Angle Grinders/Power Saws to cut Materials to size	Potential for injury	3	4	12	<ul style="list-style-type: none"> - The correct guard must be in place - The correct fitting backing plate and front nut is to be used - The rated RPM of the grind unit must not exceed the maximum rated RPM of the grind wheel - Grind wheels must be kept dry and not damaged - For ear protection, the operator to wear earplugs or ear muffs - For eye and face protection, the operator to wear safety glasses, a high impact face shield - Persons are to be competent in the use of power tools 	3	3	9	Subcontractors
Housekeeping	Trip hazards Goods stacked in walkways Damage to property/persons from falling objects or people	3	3	9	<ul style="list-style-type: none"> - Clean up on a continuous basis - Stack all materials clear of walkways, barricade if necessary - Remove rubbish daily - Cut offs and other materials shall not be permitted to fall off scaffold - Maintain drop zone area so no one is injured 	2	3	6	Subcontractors
Off-Cut and Waste Material	Waste material need to be contained for safe removal from the site	3	2	6	<ul style="list-style-type: none"> - Contain waste material for safe removal from the work area, place in site rubbish bins - If poisoning occurs, contact Poisons Information Centre of 13 11 26 	2	2	4	ALL

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		16 October 2017
MATTHEW CARROLL	SITE SUPERVISOR		16 October 2017
CRAIG PENSINI	SITE SUPERVISOR		16 October 2017
BOYD TURNER	SITE SUPERVISOR		16 October 2017

MONITORING AND REVIEWING OF WMS USE AND EFFECTIVENESS

NAME	SIGNATURE	DATE
STACY JACOBSEN		16 October 2017