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| JOB/TASK: Site Supervision Prior to Delivery or Tiling | DATE: 15/6/2016 |
| SUPERCEDES: SITE 01.00 DATED: 09/04/2013 | Analysis / Revised by: Jos Kut, John Smartt, John Payne |
| CLIENT NAME & ADDRESS : | Permits / Competencies Required: National Construction Safety Awareness Card, Site Safety Manual, Drivers License |
| EQUIPMENT/TOOLS REQUIRED: Camera First Aid Kit Site Map and Building Plans Ladder | PERSONAL PROTECTIVE EQUIPMENT REQUIRED:  Above PPE to be available and worn as per site requirement |

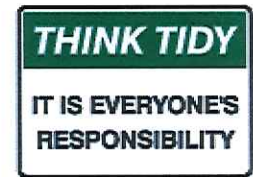
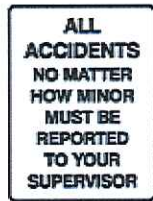
RISK LEVEL **H = high** **M = med** **L = low** **N = negligible**

| No | JOB/TASK STEP | POTENTIAL HAZARDS | INITIAL RISK LEVEL | SAFE WORK / CONTROL MEASURES | FINAL RISK LEVEL |
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| 1 | Arrive at site | <ol style="list-style-type: none"> Being on wrong site to confirm site plan Breach of site safety plan Construction Site Hazards Lacerations Bruising Objects falling from above Impalement Trips / Slips Environmental conditions Site emergencies | H | <ol style="list-style-type: none"> Confirm documents / site plan to confirm that site address is correct PPE to be worn as per site signage or safety plan. Hard hats to be worn on construction sites Inspect site to identify hazards and complete the Site Safety Report. JSA Variation Form to be completed if hazard not controlled by this JSA Puddles may conceal holes Mobile phone to be carried in pocket at all times when on site | L |

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| 2 | <p>Check site is ready for deliveries</p> <p style="text-align: center; font-weight: bold; font-size: 1.2em;">OR</p> | <ol style="list-style-type: none"> 1. Site / building not numbered 2. Rubbish or building supplies blocking access before deliveries 3. Power lines 4. Electric shock 5. Unprotected or unmarked excavations 6. Incomplete roof frame | H | <ol style="list-style-type: none"> 1. Advise builder to erect correct signage 2. Advise builder to schedule a site clean 3. Advise builder if power lines too low or damaged 4. Check that meter box is RCD protected 5. Advise builder to remedy before deliveries 6. Visually check roof frame from ground level, roof frame must be complete including <ul style="list-style-type: none"> • alfresco / verandah / car port permanent roof supports installation is completed • cross bracing installed 7. Advise builder to provide <p style="background-color: yellow; font-weight: bold; margin-top: 5px;">NOTE; ROOFING MATERIAL MUST NOT BE DELIVERED TO SITE UNTIL BUILDER COMPLETES ALL ACTIONS REQUIRED</p> | L |
| 2 | <p>Check site is ready for tiling</p> | <ol style="list-style-type: none"> 1. Site / building incorrectly or not numbered 2. Rubbish or building supplies blocking access before deliveries 3. Power lines 4. Construction site hazards <ul style="list-style-type: none"> Unsafe access Lack of waste bins Slips and trips Impalement (stakes, pipes etc) 5. Multi unit site (other trades) 6. Fall from height 7. Falls onto garden / retaining walls within fall zone | H | <ol style="list-style-type: none"> 1. Advise builder to erect correct signage 2. Advise builder to schedule a site clean 3. Advise builder if power lines too low or damaged 4. Advise builder that tiling will not start until hazard is eliminated or controlled (Revisit site ensure that the hazard has been removed) 5. Advise builder that units need to be numbered Liaise with builder to confirm access and safe demarcation distances will be available 6. Scaffolding required for 2 storey buildings, Hand rails for sections if 3 metres from gutter line to ground Refer to Code of Practice for the Prevention of Falls in the Workplace for additional guidance if required 7. Hand rails required | L |

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| 3 | Access to roof | 1. Fall from ladders 2. Working alone | H | 8. Ladder to be on level compacted ground, check stability of ladder before climbing up, Only access roof via a compliant ladder or via ladder on scaffolding, Do NOT climb up scaffolding to roof or other platform, Ladder not to be used to perform work, Use of tool belts to carry tools is recommended 9. Contact office as per working alone procedure | M |
| 4 | Working on roof | 1. Trips / slips hazards <ul style="list-style-type: none"> • Wet or slippery frame / tiles • Nails • Straps • Cables • Pipes 2. Falls | H | 1. Soles of shoes to be cleaned at base of ladder, remove sand, wipe to remove any moisture Use extreme caution moving across frame and frequently check for these hazards as you move across frame. If any additional hazards are identified , STOP work and prepare / amend the JSA Variation Form 2. Check for any problems such as loose frames, battens not nailed correctly and all joins to be on rafters before transferring your weight on to them, Concentrate on task the whole time, do not use mobile phones etc, do not be distracted by a member of the public, | M |
| 5 | Egress from roof | 1. Fall from ladders | H | 1. Check stability of ladder before transferring all your weight to it, Use of tool belts for tools is recommended | M |
| 6 | Depart site | 1. Slips and trips • • 2. Loss of ladder while driving | M | 1. Be aware that other trades or deliveries may have changed site conditions while you were on roof 2. Ensure that ladder is secured to vehicle rack | L |

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| Reviewed by: | |
|  _____ John Smartt, Supervisor | DATE: <u>16/6/16</u> |
|  _____ Jos Kut, Divisional Manager | DATE: <u>16/6/16</u> |
| |  _____ John Payne, OHS Manager |
| | DATE: <u>16/6/16</u> |



I, (print name)..... confirm that I have read and been instructed Job Safety Analysis NO.

SITE 01.01 and agree that all the hazards have been identified and the risks reduced to as low as reasonably practicable

Signed:

Date: