


85 VULCAN ROAD CANNING VALE, 6555, Phone 9334 4600

<b>JOB/TASK: BGC CONSTRUCTION SITES - SUPPLY &amp; INSTALL ALUMINIUM WINDOWS AND DOORS, FLY SCREENS, SHOWER SCREENS AND WARDROBES</b>					
<b>DATE: 09/08/2016</b>		<b>REPLACES JSA: Site 08.00</b>		<b>References: OH&amp;S Act 1984, OH&amp;S Regulations 1996, Code of Practice for Prevention of Falls in the Workplace</b>	
<b>SUBCONTRACTOR NAME, ADDRESS &amp; PHONE No.</b>			<b>Permits / Competencies Required: "White" Card or equivalent, Site Safety Manual</b>		
<b>CLIENT NAME &amp; ADDRESS :</b> BGC Construction Lot 183 – Lot 208 Bellambi Chase, Lakelands			<b>PERSONAL PROTECTIVE EQUIPMENT REQUIRED:</b>		
<b>EQUIPMENT/TOOLS REQUIRED:</b> Glass Suckers, Hand tools, Cordless Drill, Mallet, Screw Driver, Ultra Lock Tool			 <p style="text-align: center;"><b>Gauntlets</b></p> <p><b>Safety Helmet to be worn if a site requirement</b></p>		
<b>RISK LEVEL</b> <b>H = high</b> <b>M = med</b> <b>L = low</b> <b>N = negligible</b>					
No	JOB/TASK STEP	POTENTIAL HAZARDS	INITIAL RISK LEVEL	SAFE WORK / CONTROL MEASURES	FINAL RISK LEVEL
1	Arrival on Site	1. Parking on public roads	H	1. As far as possible do not park on busy road, concentrate on safely accessing site when out of vehicle	M
		2. Roof not complete	H	2. Do not enter site, advise BGC Supervisor	M
		3. Breach of site safety requirement	M	3. PPE to be worn as per site signage or safety plan. Hard hats to be worn on construction sites	L
		4. Mobile plant, vehicle movement	H	4. Do not approach mobile plant / vehicle unless driver signals OK	L
		5. Site congestion	M	5. Liaise with other trades	L
		6. Weather conditions	M	6. Plan task, be aware of the forecast and check for approaching change in weather	L
		7. Young workers	H	7. Young workers aged under 18 years or inexperienced workers to be supervised at all times	L

**JOB/TASK: BGC CONSTRUCTION SITES - SUPPLY & INSTALL ALUMINIUM WINDOWS AND DOORS, FLY SCREENS, SHOWER SCREENS AND WARDROBES**

2	Setting up	<p>1. <b>Construction Site Hazards -</b>                  Lacerations                  Bruising                  Objects falling from above                  Impalement                  Trips / Slips                  Multi unit sites                  Sprains and strains                  Electrical                  Hazardous substance                  Fall from heights                  Scaffolding</p> <p>2. <b>Workers not authorised / competent / licensed for all tasks</b></p>	<p>H M M M H M M M H M H H H</p> <p>H</p>	<p>1. Inspect site to identify hazards and complete the Site Safety Report. JSA Variation Form to be completed if hazard not controlled by this JSA. Controls include</p> <ul style="list-style-type: none"> <li>• thoroughfares to be left clear</li> <li>• establish clear zones for workers</li> <li>• check for spikes, stakes picket fences</li> <li>• identify trip hazards and mark with tape or cones</li> <li>• Liaise with other trades – consider barricades or signage</li> <li>• JSA Variation Form to be used if additional hazards are identified</li> <li>• Stretching / warm up exercises are recommended upon arrival to site</li> <li>• Means of carrying glass upstairs</li> <li>• Use correct lifting techniques, do not strain to lift, get someone to help</li> <li>• Check clearance to power lines</li> <li>• Conduct pre-start check of any power tools and inspection tag – DO NOT use if damaged or tags are out of date,</li> <li>• All tools and leads to be RCD protected,</li> <li>• Run leads out of way from potential damage and out of water</li> <li>• If using a “Hazardous Substance” ensure there is a MSDS in the Site Safety Manual. Obtain from retailer if substance not BGC supplied</li> <li>• Any scaffolding over 4 metres must be erected by licensed scaffolder</li> <li>• Inspect condition of scaffolding, do not use if damaged, incomplete or unsteady – advise BGC Supervisor</li> </ul> <p>2. Verification of Competency required</p>	<p>M L L L M L L L M L M M M</p> <p>L</p>
---	------------	---	---	---	---

JOB/TASK: BGC CONSTRUCTION SITES - SUPPLY & INSTALL ALUMINIUM WINDOWS AND DOORS, FLY SCREENS, SHOWER SCREENS AND WARDROBES					
3	Unload materials and carry to fixing point	1. Sprains and strains	M	1. If available use mechanical assistance or team lifting Place material as close as possible to fixing point	L
		2. Slips and trips	M	2. Take care when walking through site, site conditions may change	L
		3. Mobile plant	H	3. Do not approach any mobile plant without signal of driver	M
		4. Load dropped by crane	H	4. Do not enter area under a suspended load Loads to be slung by licensed dogman	L
		5. Use of hoist	M	5. Do not ride on a hoist, Certificate of competency required to operate hoist	L
		6. Power lines	H	6. Inspect to ensure power lines are not hanging low	L
		7. Cuts and lacerations	H	7. Do not carry to pass glass above head height Glass handling rated gloves and gauntlets to be worn if carrying glass, glass suckers recommended	M
		8. People working below	M	8. Use barricading and / or signage to warn others	L
		9. Wet floor from plastering	H	9. Liaise with plasterers, wipe up wet patches if area can not be avoided	M
4	Cutting, drilling, fixing aluminium	1. Electric shock	H	1. Inspections. Tagging	M
		2. Sprains and strain	M	2. Do not strain to lift, get assistance If possible use a waist high bench	L
		3. Noise	H	3. Use hearing protection	L
		4. Dust	M	4. Wear dust mask when drilling concrete	L
		5. Flying objects causing eye injury	H	5. Wear eye protection erect warning signs as appropriate	L

85 VULCAN ROAD CANNING VALE, 6555, Phone 9334 4600

JOB/TASK: BGC CONSTRUCTION SITES - SUPPLY & INSTALL ALUMINIUM WINDOWS AND DOORS, FLY SCREENS, SHOWER SCREENS AND WARDROBES					
5	Lifting / moving / fitting sashes / glass	1. Glass falling 2. Glass breakage and fixed sharp edges 3. Cuts and lacerations 4. Sprains and strains 5. Fall from height	H  M  M  H	1. Glass must not be passed or carried overhead Barricade the area below to restrict access erect signs 2. Keep work area clear brace glass / sashes to avoid being blown over clearly identify newly installed glass panels 3. Wear appropriate PPE (boots, gloves, gauntlets) 4. Use team lifting arrangements, Work at correct height where possible 5. Maintain 3 points of contact when climbing steps or ladders Ladder incline to be on 1 to 4 ratio, secure ladder Only work from compliant work platforms Inspect ladders / work platforms – do not use if damaged Ensure that ladder or platform is on stable level ground	L  L  L L  M
6	Caulking / sealing frames / glass	1. Hazardous substances	M	1. Follow the directions of the Material Safety Data Sheets 2. Wear correct PPE	L
7	Clean up after completion	1. Falls / Slips and trips 2. Sprains and strains 3. Cuts 4. Harm to reputation or other trades	M  M M  M	1. Check site conditions have been changed by other trades before climbing down 2. Use the proper manual handling steps to prevent injury 3. Handle off cuts with care, wear gloves as required and place material in bins or out of way of other workers 4. Ensure all rubbish is disposed into bin if provided Remove any signage and / or barricades Leave site in a safe condition	L  L L  L
8	Leave Site	1. Mobile plant or vehicles 2. Public roads and traffic	M  H	1. Do not approach unless driver signals OK 2. If loading work vehicles on public roads use traffic cones and or spotters	L  M

Reviewed by:

  
 Chris Mainwaring, Divisional Manager

DATE: 12/8/2016



John Payne, OHS Manager

DATE: 12/8/2016

85 VULCAN ROAD CANNING VALE, 6555, Phone 9334 4600

**All workers involved in performing works listed in the JSA: SUPPLY & INSTALL ALUMINIUM WINDOWS AND DOORS, FLY SCREENS, SHOWER SCREENS AND WARDROBES must read the declaration sign before commencing works on site.**

**I have read the JSA and agree that hazards are adequately controlled**

NAME	SIGNATURE	DATE	NAME	SIGNATURE	DATE