

Job Safety and Environment Analysis – Work Method Statement

Location: _____ COOK CERAMICS (QLD) _____ JSEA No.: 2 _____ Date: 30/8/08

Workplace: _____ Employer: <u>COOK CERAMICS (QLD)</u> Personnel Consulted on Development of JSEA: <u>JBC, DW, TM</u> Personnel Responsible for Monitoring this Activity: <u>Leading hands/ Supervisors/WHSO</u>	Task/ Activity: <u>Ceramic Tiling</u> Date to be Reviewed: <u>30/11/08</u> To Be Reviewed By: <u>All persons involved in the initial development of this JSEA</u> Legislation/ Codes of Practice/ Standards Consulted and to be complied with: <u>Site PPE requirements mandatory WH&S Act 1995, Regs (2008) Manual Tasks COP</u>
Plant and Equipment Required for this Activity: <u>Trestles Planks Braces Grinders Hand Tools Box Cutters Trowels Electrical leads Lasers & Levels</u>	
Materials Used: <u>All adhesive & Grout Products</u> MSDS Required: <u>Yes</u>	
Personnel Qualifications Required for this Activity: <u>Cert 3 W&F Tiling BCG31303, General Industry Induction (QLD)</u>	
Specific Training Required for this Activity: <u>CCQ Use of grinders and Wet Saws- Observation assessment by Cert iv qual Trainer & Assessor</u>	
Control Categories Considered (Tick all those considered): <input type="checkbox"/> Design/ Redesign <input checked="" type="checkbox"/> Substitution <input type="checkbox"/> Engineering <input type="checkbox"/> Administration <input checked="" type="checkbox"/> Personal Protective Equipment	
We hereby accept this statement and confirm that the documented precautions/ controls will be complied with. Subcontractor/ Work Supervisor:	
Name	Supervisor
Position	Signature
Signature	Date
Accepted by Thiess Representative:	
Name	Position
Signature	Date
ALL PERSONS INVOLVED IN THE WORKS MUST HAVE THE JOB SAFETY AND ENVIRONMENT ANALYSIS EXPLAINED TO THEM PRIOR TO START OF WORKS	

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JSEA No.: 1 ACTIVITY: Ceramic tiling

PROCEDURE (break the job down into steps)	POTENTIAL SAFETY AND ENVIRONMENTAL HAZARDS (what can go wrong)	RISK SCORE	MANAGEMENT METHOD (controls to be in place in order to manage potential hazards)	RESIDUAL RISK SCORE	PERSON RESPONSIBLE (to ensure management method is applied)
Preparation of Substrate	Chips and debris from removing PVC pipes and concrete can cause eye/respiratory injury. Cut tile edges may cause hand injury	3	Wear appropriate eye protection and dust mask. Employ dustless grinding or vacuum system. Wear P2 face mask when sweeping or carrying out dusty work. Wear appropriate gloves when removing tile off cuts	1	Supervisor
Initial trial and set out	Cuts and lacerations from fittings and fixtures on walls above work area. Falls from trestle and planks. Head injury from falling straight edges and levels	2	Demark sharp or unprotected water pipes and taps in walls and floor Ensure trestles are set 200mm from set downs in slabs with 200mm overhang on planks with clamps. Lay all aluminium straight edges and levels along ground	1	Supervisor
Cartage of tiles and materials Mixing of Glues and Grouts	Strains from lifting heavy tile boxes, adhesive and grout drums or Bags Cuts from box knives when opening tile boxes Water spills causing electrocution Ingestion of Crystalline silicates	3	Use trolleys for weight over 20KGS Use retractable knives when cutting boxes Wear P2 type dust mask when mixing powdered adhesives Remove mixing drills from rinse buckets when not in use Only use drills with dry hands	1	Supervisor
Cutting Tiles	Eye injury from chips of tile and diamond blades	4	Wear double eye protection, safety glasses to AS under face shield Inspect diamond blades before use for cracks or excessive wear.	1	Supervisor
Grouting of tiles	Skin irritations on hands from epoxy grout Run off of wash water & slurry	3	Wear suitable rubber gloves to eliminate skin irritation. Wash hands after grouting with soap	1	

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	into drains		Dispose of Wash water in allocated sand bund or IVC on site Wear suitable safety glasses to AS		
	Eye injury from wash water				
Cleaning of Work area and Tools	Trowels immersed in dirty buckets of water may cause cuts or lacerations to hands. Run off of wash water & slurry into drains	2	Clean trowels and place on side of bucket to avoid collision with hands. Dispose of water as above	1	Supervisor

Review No.	1	2	3	4	5	6	7	8	9
Name & Initials									
Date									

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JSEA No.: 1 ACTIVITY: Ceramic tiling

We, the undersigned, confirm that the JSEA nominated above has been explained and its contents are clearly understood. We also confirm that our required qualifications to undertake this activity are current. We also clearly understand that the controls in this JSEA must be applied as documented, otherwise work is to cease immediately.

NAME	QUALIFICATION REQUIRED FOR THIS ACTIVITY	SIGNATURE	DATE	TIME	EMPLOYER
1.	BCG 31303 Cert 3 Stage 1 W& F Tiling				
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

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LEGEND:

E = Extreme risk **Immediate action required, activity must not start or be stopped if started. Highest level of Management needs to be involved**
H = High risk **Senior management attention needed to control the risk. Senior Management needs to be involved**
M = Moderate risk **Complete risk assessment. Identify hazards and implement controls. Management responsibility must be specified**
L = Low risk. **Identify hazards and implement controls. Manage by routine processes**

LEVEL	DESCRIPTOR	DESCRIPTION
5	Almost certain	The event is expected to occur more than once per year
4	Likely	The event does occur about once in ten years
3	Moderate	The event occurs once in every 10-100 years
2	Unlikely	The event occurs once every 100 – 1,000 years
1	Rare	The event occurs once every 1,000 – 10,000 years

CONSEQUENCE	DESCRIPTION
Extreme	Fatality/Permanent Disability; plant damage in excess of \$1,000,000; loss of productivity < 5 days; toxic environmental release off site with detrimental effect
Major	Extensive injuries. Moderate irreversible impairment injuries; plant damage exceeds \$100,000; loss of productivity 1 to 5 days; loss of production; environmental release off site with no detrimental effects;
Moderate	Reversible impairment injuries; plant damage below \$100,000; interruption to productivity; environmental release immediately contained
Minor	Minor Injuries; low plant damage; minor loss of productivity; no environmental impact
Insignificant	No lost time, less than 5k damage, less than 5k delay or reworks, no environmental effects

LIKELIHOOD	CONSEQUENCES				
	INSIGNIFICANT 1	MINOR 2	MODERATE 3	MAJOR 4	CATASTROPHIC 5
5 (Almost certain)	M(11)	M(16)	H(20)	E(23)	E (25)
4 (Likely)	L(7)	M(12)	H(17)	H(21)	E(24)
3 (Moderate)	L(4)	M(8)	M(13)	H(18)	H(22)
2 (Unlikely)	L(2)	L(5)	M(9)	H(14)	H(19)
1 (Rare)	L(1)	L(3)	M(6)	M(10)	H(15)