

COVID 19 JSA

Required PPE and Actions for this Task:



Wear face mask



Risk Analysis:

WORKING ON SITES DURING COVID-19 PANDEMIC

JSA Prepared by:

Peter Heywood and Gary Carmichael

Company: GWC Air Conditioning Pty Ltd

Date:

Client:

Project:

Accepted: Yes / No

Activity:

Pages: 7

Tools & Equipment:

JSA

Authorised by: Gary Carmichael

Task <i>List the tasks required to perform the activity in the sequence in which they occur</i>	Pre-Control Risk Factor	Hazards <i>Against each task list the Hazards that could result in injury when the task is performed by the worker</i>	Risk Control Measures <i>List the Control measures required to eliminate or minimize the workers exposure to each identified hazard</i>	Responsible Parties <i>with Responsibility for Control Measure implementation</i>
Awareness of COVID-19	COVID-19 is most likely to spread from person-to-person through: <ul style="list-style-type: none"> • Close contact with a person while they are infectious or in the 24 hours before their symptoms appeared 	COVID-19 infection transmission Risk of contracting and infecting COVID-19 site personnel	<ul style="list-style-type: none"> • Do not leave home with flu like symptoms • Do not leave home with a sore throat • Do not leave home with a runny nose • Do not leave home with a temperature • Use the Hand sanitiser provided • Don't touch your face • Wash hands regularly • Minimise the number of person to person interactions that need to be completed within 1.5 metres. 	

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	<ul style="list-style-type: none"> • Close contact with a person with a confirmed infection who coughs or sneezes • Touching objects or surfaces (such as door handles or tables) contaminated from a cough or sneeze from a person with a confirmed infection, and then touching your mouth or face. 	COVID-19 infection transmission Risk of contracting and infecting COVID-19 site personnel	<ul style="list-style-type: none"> • Minimise the number of individuals involved in activities that need to occur within 1.5 metres of each other • Use the PPE provided (e.g. gloves, masks, glasses) • Cough and Sneeze into your elbow • Do not travel into COVID 19 hot spots • Do not travel un-necessarily • Maintain a high level of personal hygiene • FOLLOW SITE SPECIFIC GUIDELINES FOR COVID-19 • FOLLOW HEALTH AUTHORITY GUIDELINES COVID-19 	
Working on sites	Risk of contracting and infecting COVID-19 site personnel	COVID-19 infection transmission	<ul style="list-style-type: none"> • Do not enter site with flu like symptoms • Do not enter site with a sore throat • Do not enter site with a runny nose • Do not enter site with a temperature • Use the Hand sanitiser provided • Don't touch your face • Wash hands regularly • Minimise the number of person to person interactions that need to be completed within 1.5 metres. • Minimise the number of individuals involved in activities that need to occur within 1.5 metres of each other • Use the PPE provided (e.g. gloves, masks, glasses) • Cough and Sneeze into your elbow • Maintain a high level of personal hygiene • FOLLOW SITE SPECIFIC GUIDELINES FOR COVID-19 	

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Attending Site	Staff infecting others	COVID-19 infection transmission	Workers must not attend any site if any of the below has occurred: <ul style="list-style-type: none"> The worker has travelled overseas or been in close contact with an overseas traveller in the past 14 days Has been in contact with someone living or working in a lockdown suburb, region or area in the past 14 days Have been in close contact with someone who has tested positive for COVID-19 Has any COVID-19 or flu like symptoms Any staff who has been diagnosed with COVID-19 must present a medical certificate stating they are no longer infectious. 	
Hand Hygiene	Staff being exposed to infection and or infecting others	COVID-19 infection transmission	Ensure all employees follow good hygiene practices, including washing hands frequently with soap and water for at least 20 seconds, covering coughs and sneezes, or coughing into their elbow or shoulder and avoiding touching eyes, nose or mouth.	
Use of PPE	Workers contaminating surfaces or others	COVID-19 infection transmission	Employees should monitor and encourage correct use of PPE, for example by providing information about: <p>Washing or sanitising hands before putting PPE on, and putting face protection on before gloves.</p> <p>Removing gloves before face protection, washing or sanitising hands after removing PPE and decontaminating or disposing of used PPE safely.</p>	
Using Small Tools and Equipment	Workers contaminating equipment or others	COVID-19 infection transmission	Avoid the shared use of shared tools, plant and equipment wherever possible. For example, drop saws, drills, grinders, ladders or elevating work platforms should not be used by more than one person. <p>Where it is not possible to eliminate shared plant or equipment use:</p> <p>Provided cleaning products (eg alcohol spray or solution) where communal tools, plant and equipment are located.</p>	

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			Ensure all operators thoroughly wash or sanitise their hands before and after every use.	

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NOTE:
Where additional hazards or risks are identified which are not dealt with in the above JSA use the above additional lines to record identified hazards and proposed control measures. Ensure that the modified SWMS is discussed with all workers at site prior to proceeding with the work.

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This JSA has been amended following a review of the risk of COVID-19 through consultation with our employees and has been read and understood by the undersigned employees undertaking the task. Instructions and training has been provided in the activities and controls described in the JSA.

WORK ACTIVITY RISK ANALYSIS ACCEPTED BY:					
NAME:	SIGNATURE:	DATE:	NAME:	SIGNATURE:	DATE:

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ELIMINATION

This is the desired option when controlling risk as by eliminating the hazard no further control is required

✓ **SUBSTITUTION**

This option includes such actions as substituting a hazardous substance or chemical for a less hazardous one

✓ **ENGINEERING**

This option includes such actions as the placement of a barrier or guard to protect workers from a process

✓ **ADMINISTRATION**

This option is concerned with the use of warning signs, training and procedures and is usually included in all of the above more desirable actions to control a hazard

✓ **PPC&E**

This option is most commonly used of all HOWEVER IT IS THE LEAST DESIRED as it does not remove the hazard and it requires the worker to wear the PPC&E for effectiveness



The following people are qualified To Level 2 in First Aid.

Name: Gary Carmichael, Peter Heywood, Liam McCormick, Dylan Burgess, Guy Nicholas, Grant East, Tony Carmichael, Claire Carmichael

Appendix 1



Reduce your risk of coronavirus

- **WASH** your hands often with soap and running water, for at least 20 seconds. Dry with paper towel or hand dryer.
- **TRY** not to touch your eyes, nose or mouth.
- **COVER** your nose and mouth with a tissue when you cough or sneeze. If you don't have a tissue cough or sneeze into your upper sleeve or elbow.
- **STAY** at home if you feel sick. If you take medication make sure you have enough.
- **PHONE** your doctor or the hotline – **1800 675 398** – if you need medical attention. They will tell you what to do.
- **CONTINUE** healthy habits: exercise, drink water, get plenty of sleep.
- **WEARING** a face mask is not necessary if you are well.
- **BUY** an alcohol-based hand sanitiser with over 60% alcohol.

Find out more
www.dhhs.vic.gov.au/coronavirus

If you are concerned, call the
Coronavirus hotline 1800 675 398 (24 hours)
Please keep Triple Zero (000) for emergencies only

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