### Job Safety Analysis

**Risk, Health and Safety**

**Contractor's Company Name:** Mirror Finish Painting Services Pty Ltd  
**Contractor's Contact Person:** Fred Smith  
**Project/Task:** Paint walls and ceiling of main corridor  
**Phone Number:** 0426 750 156  
**Location of Worksite:** SMB Campus, Building Z, Main Corridor

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**Note:** When work involves entry into confined spaces, work at height, hot work, or excavation/trenching, report to Facilities Services office for a work permit prior to starting work.

<table>
<thead>
<tr>
<th>STEP-BY-STEP WORK SEQUENCE</th>
<th>HAZARDS/RISKS</th>
<th>CONTROL MEASURES</th>
<th>WHO IS RESPONSIBLE?</th>
</tr>
</thead>
</table>
| Eg Step 1: Remove board from packaging  
Step 2: Fix board to wall | 1. Manual handling injury, cut to hands  
2. Injury from nail-gun or hammer, damage to property | 1. Two-person lift. Wear gloves.  
2. Use screws (not nail-gun or hammer/nails). | Name of person (supervisor or above) responsible to implement the control measures identified. |
| 1. Prepare wall and ceiling surface for painting | a. Risk of interference with Uni activities  
b. Risk of fall from ladders | a. Conduct work during school holidays, make sure staff have been advised in advance, fence off area, install signs  
b. Inspect ladders prior to work, keep both feet below 3rd rung from top, keep one hand on ladder minimum at all times | a. UB Facilities Services, Fred Smith, John Jones  
b. John Jones (foreman) |
| 2. Paint walls and ceiling | a. Risk of paint spill  
b. People indisposed by paint vapours  
c. Risk of fall from ladders | a. Use 4L max containers when on ladders, cover floors and furniture, keep absorbent material at hand  
b. Use water-based paints only, advise staff in advance, keep area well-ventilated, keep MSDS at hand  
c. Use extension handle on rollers + see above | a. John Jones and staff  
b. John Jones and staff  
c. John Jones and staff |
| 3. Clean up | Inhalation of dust, minor cuts and grazes | Wear overalls, dust mask and gloves during clean up | John Jones and staff |

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I undertake to complete the work in accordance with this JSA and all relevant legislation, industry codes and Australian Standards.

**Name of Contractor's Supervisor:** Fred Smith  
**Signature:** Fred Smith  
**Date:** 28/03/2013