

SITE SPECIFIC SAFETY PLAN

PROJECT: 1a Jamell Place

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PROJECT NAME: 1a Jamell Place
PROJECT LOCATION: 1a Jamell Place
SCOPE OF WORK: Convert existing unit into office

START DATE: 14/10/2024 **ESTIMATED COMPLETION DATE:** 19/11/2024

WORKPLACE TEAM

PROJECT MANAGER: Dax Morel: 021 378 822
HEALTH & SAFETY CONSULTANT: Dean Uren: 021 433 268
FOREMAN: Dax Morel: 021 378 822
FIRST AIDER: Dax: 021 378 822



WORKPLACE NAME 1a Jamell Place
SCOPE OF WORK Convert existing unit into office
LOCATION 1a Jamell Place

This agreement is between:

PCBU 1

Person conducting a business or undertaking

NAME	Morel Construction Ltd
CONTACT	Dax Morel: 021 378 822
SAFETY RESPRESENTATIVE	Dax: 021 378 822
1ST AIDER	Dax: 021 378 822

PCBU 2

COMPANY/NAME	
CONTACT	
SAFETY RESPRESENTATIVE	
1ST AIDER	

AGREEMENT CONT

NOTIFIABLE WORKS

Does Work Safe need to be notified of any onsite activities?

No

INCLUDED IN THIS SAFETY PLAN

Task Analysis

Hazard and risk management

Hazardous products and substances

Yes

Yes

Yes

COMMUNICATION

Type of communications

Toolbox talks

Pre-Start briefing

We agree to record all incidents on site:

Frequency

Weekly

Daily

SCAN ME



Type of incident

Serious injury

Injury requiring first-aid

Near Miss - serious

Near Miss - minor

Damage to plant/equipment/machinery

Frequency

Immediatley

Within 24hrs

Immediatley

Within 24hrs

Immediatley

Comments

- we will report these incidents using our web forms emailed to our office

- The office will communicate these with the client

SAFETY INSPECTIONS AND SAFETY REVIEW:

	Frequency
We agree to undertake safety inspections	Weekly
Pre-Start inspection	Daily

- documents are attached (also available online via QR)

TRAINING & INDUCTION

We agree that every worker under our control on site will:

- All persons under our control on site are given a Site-Specific Safety Induction
- All person under our control on site are appropriately qualified, competent, or fully supervised



CONTRACTOR MANAGEMENT:

- We will have sub-contractors working on this project
- Sub-contractors working on our site will work under this safety plan and provide Task Analysis and up to date training records for hazardous activities



ENVIRONMENT MANAGEMENT

This site has a number of processes in place to reduce its environmental impact.

EROSION & SEDIMENT CONTROL

Erosion and sediment control measures will be installed, monitored and maintained throughout the works until the site is stabilised.

Below outlines inspection & maintenance requirements for erosion and sediment controls that are to be implemented in the plan if required

Control type	Performance Inspection & maintenance Requirements	Frequency
Stabilising Areas	- Identify areas that require stabilisation	As works progress
Silt Fences	- Check that fences are toed in correctly	Daily
	- Check for tears and toerh damage	Daily
	- Any areas of collapse, decomposition or ineffectiveness (over topping or out flanking) are to be replaced immediately	As Required
Stormwater Inlet protection	- Look for blockage of the drain inlet by sediments, debris or sediment control materials	Daily
Dust Control	- Reapply water as required to effectively manage dust	Daily

DUST or FUMES OR SMOKE

Erosion and sediment control measures will be installed, monitored and maintained throughout the works until the site is stabilised.

Below outlines inspection & maintenance requirements for erosion and sediment controls that are to be implemented in the plan if required

Control type	Performance Inspection & maintenance Requirements	Frequency
Dust	- Ensure the area is well ventilated	Daily
	- Use vacuums where possible	Daily
	- Use PPE when required	Daily
Fumes	- MSDS will be available (<i>can be viewed at www.morelconstruction.co.nz/msds</i>)	Daily
Smoke	- Fire extinguisher to be kept in vicinity	Daily

NOISE CONTROL MANAGEMENT

The following procedures will be put in place if noise is identified as an issue on our sites: hours of work will be identified and adhered to when require

Equipment / Process	Measure	Monitored/Checked
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Heavy Machinery	- Maintained in good running order	Daily
	- Switch off when not in use	Daily
	- Not to operate (including idling) outside of ' works hours'	Daily
Equipment	- Equipment is fit for purpose	Daily
PPE	- Provide PPE	Daily
	- Use sound dampering barriers when possible	Daily

SPILLS

Equipment / Process	Measure	Monitored/Checked
Refuelling	- Refuelling to be completed away from storm water / streams	As required
Storage	- Storage of fuels / products to be kept to a minimum on site	Daily
	- Products to be stored in a secure location	Daily

WASTE MANAGEMENT

All waste on site will be removed and disposed of in the following techniques

Waste Type	Measure
Hard fill	- Disposed of in an approved landfill
Timber	- Recycled when possible
Metals / Steel	- Recycled when possible
Other waste	- Disposed of in an approved landfill
Hazardous Material	- Disposed of in an approved facility

SUBCONTRACTORS TO PARTY 2

Suncontractors working on this site and not covered by this SSSP Agreement will supply their own agreement

EMERGENCIES

We agree that we will respond to any emergencies as outlined in Party 1's induction and emergency response plan or provide our own emergency plan

DECLARATION

PCBU 1

We have read the site-Specific Safety Plan information provided by Party 2 and agree that it is the appropriate approach to health and safety on this site for the duration of the contract.

NAME

SIGNED

DATE

Dax Morel: 021 378 822

09/10/2024

PCBU 2

We agree to act according to the content of the Site-Specific Safety Plan as outlined above

NAME

SIGNED

DATE

SAFE WORK METHOD & RISK ASSESSMENT

Pre-Start Meeting	Not communicating the hazards	17	Take team including visitors through the daily tasks including the hazards and risks expected, report this on the daily pre-start meeting completed via https://www.morelconstruction.co.nz/daily-prestartv2 Ensure you list the meeting attendees including visitors names and companies. Once completed, this is emailed to the office.	7	Site Foreman / Employees	Before commencing Task
	Untrained Employee's	21	Ensure all workers hold current relevant licences. Ensure all workers are competent at using all plant/equipment they are instructed to operate. All trainees are to be supervised at all times.	7	Site Supervisor	Before commencing Task
	Not Notifying Principal Contractor of works	17	Seek approval for works, verify dates, area of work. Consult with PC to confirm there aren't any additional hazards or dangers present.	7	Project Manager / Site Foreman	Before commencing Task
	Unfamiliar Site Conditions	17	Every worker to be site inducted by the Principal Contractor to site. All workers to be equipped with task specific and appropriate PPE for works to be completed.	7	Supervisor	Before commencing Task
	UV Exposure	19	All personnel to be supplied with personal protective equipment adequate for providing UV protection including: - Shirts with collar - Tinted Safety Glasses - UV rated - Hard hats - Sunscreen - minimum 30+	2	All Employees	Task Specific Check
Where a person has to work more than 2 meters from the ground certified fall protection is mandatory. When working at heights you must ensure that a harness is not primary means of fall protection, if so the principal contractor needs to be made aware.						
General Working at Heights	Unstable Work Platform	20	Work platform to be solid construction that is structurally capable of supporting any loads placed on or applied to it.	11	All Employees	Before commencing Task
	Live Edges	20	Guard rails to be erected by a competent person to all live edges where possible to prevent workers from falling over a live edge. Edge protection must conform to requirements stipulated by the Authority.	11	Site Foreman / Employees	Before commencing Task

Falling Objects	20	Hoardings or catch platforms with perimeter screening must be used (if possible) where objects may fall onto people in adjoining areas (e.g. street, residence, etc.). The use of lanyards to secure tools and equipment when working at heights, where risk of falling objects cannot be managed by exclusion zones or spotters below.	11	Site Foreman / Employees	Before commencing Task
Falling from Heights	20	Only competent and trained employees to work at heights. Use appropriate set up of fall restraint to prevent falls. Where fall restraint is not possible, a fall arrest system must be used.	11	Site Foreman / Employees	Before commencing Task
Not having a Rescue Plan	20	Be are of emergency rescue procedures or protocols and seek training prior to any work at height.	11	Site Foreman	Before commencing Task
Access & Egress	20	When accessing an area of height, by machine or static access (scaffold), the individual must be tethered to a certified point at all times when at risk of a fall. Use dual lanyards if moving between areas/static lines.	11	All Employees	Before commencing Task
Working Alone	20	At no time are any employees to work alone while working at heights. Only a limited time frame for survival is given for a rescue opportunity. Maintain clear communication of intended work and area.	11	Site Foreman	Before commencing Task
Securing the work area	20	Use barricades and signage to secure and prevent access into areas of work at all times. Use of spotters will be required.	11	All Employees	Before commencing Task
Working at Heights	20	Under legislation working anywhere off of the ground is deemed as working at heights, ' where a person can fall from one level to another and could sustain an injury ' and fall protection is required.	11	All Employees	Before commencing Task

	Anchor Points	20	Use certified Anchor points only, if unsure check with builder and supervisor	11	All Employees	Before commencing Task
	Electrical Hazards	13	Keep mandatory distances from live power. Services are to be de-energised if mandatory exclusion zones have to be encroached. Electrical supplier must be contacted if exclusion zones are to be encroached.	4	All Employees	Before commencing Task
Selection & Use of Height Safety Equipment	Inadequate or incorrect height safety equipment	20	All employees must be trained in the selection of fall arrest equipment. Use tested certified equipment at all times, do not alter or change. Use only to manufacturers recommendations. If damaged, then disregard. Fit harnesses snugly, serious injuries or death could be sustained during a fall if not correctly fitted.	11	All Employees	Before commencing Task
	Incorrect installation of gear	17	Install gear only to manufacturers specs. Do no place over any hsarp unprotected edges. Seek assistance if unsure.	7	Site Forman / Employees	Daily Visual Check
	Identifying Damaged height safety equipment	20	All damaged equipment must be discarded of and reported to managements. No damaged equipment can be repaired. Check all buckles and D-rings for deforation, distortion, corrosion, wear and correct orientation. All fall arrest products must be discarded if a fall has been sustained. No alterations or additions are permitted to be made to any of the equipment. All fall arrest product must be discarded if their 10 year life span has expired. Check all webbing for effects of cuts, tears, abrasion, heat chemicals, corrosives or solvents, hardening, excessive stretching, glazing, excessive wear or fuzziness. Check all stitch blocks for broken, cut or worn stitching and damage due to heat.	11	All Employees	Daily Visual Check

Using Ladders	Incorrect ladder use	13	Single or extension ladders are to be used for access only, if approved by the client and the risk assessed. Platform ladders are designed for working off. Platform ladders must be load rated for construction with a WLL of 150kg or more.	4	All Employees	Before commencing Task
	Falling from ladder	17	Three points of contact should be kept at all times. Using platform ladders to work off will reduce the likelihood of falls from ladders.	7	All Employees	Before commencing Task
	Working Surface	20	Ladders should be on an even surface to ensure the stability of the working platform. Ensure that all treads and platform surfaces are clean and free from oil, grease, etc.	11	All Employees	Before commencing Task
Scaffolding / Work Platforms	Set Up & Certification of Fixed Scaffolding	20	Scaffolding from which a person or object could fall 5 meters or more must be erected by qualified Scaffold. Scaffolds other than prefabricated types must be erected by a scaffolder. Scaffold must be tagged by a competent person, if there is no tag do not use. Only licenced scaffolders to adjust or modify scaffold.	11	Site Foreman / Employees	Before commencing Task
	Ground Conditions	18	Scaffolds must be erected only on a firm, stable base.	8	All Employees	Before commencing Task
	Stability of Scaffolding	18	Check the stability of the completed scaffold before allowing any person to climb on to or work from the scaffold.	8	All Employees	Before commencing Task
	Set Up & Use of Mobile Scaffolding	18	Lock wheels on mobile scaffolds before any person climbs on to scaffold. Do not exceed the safe working load nominated on scaffold tag of any component of the scaffold. Provide safe means of access to all parts of scaffold and work platforms. Do not obstruct access points. Mobile scaffold must not be moved with any workers on the platform. Scaffolding must display erect/design diagram.	8	Site Foreman / Employees	Before commencing Task

	Persons Falling	20	Unless specifically allowed in regulations or codes of practice, work platforms must be at least 450mm wide and be capable of carrying any load which the type of work carried out may require. All bottom, middle and top rails must be installed along with floor planks and bracing bars.	11	Site Foreman / Employees	Before commencing Task
	Falling Objects	20	Guardrails and mid rails must be fitted to prevent falls of persons from outside edges of work platforms. Edge protection must be provided on work platforms when materials or other loose objects may be present on the platforms. Toe boards and mesh to be fitted, exclusion zone to be established and enforced where there is a risk of materials falling to the level below. Tool lanyards to be used wherever possible.	11	Site Foreman / Employees	Before commencing Task
Storage & Maintenance of Equipment	Maintenance	13	Maintain all fall protection equipment to a high standard. Your life may depend on it. Check equipment before & after use.	4	All Employees	Daily Visual Check
	Safe Storage	13	Store all height safety equipment out of the weather and in a cool dry place away from any chemicals or gasses that may damage or alter the composition of the material they and comprised of. Store in a cool dry place where the equipment can dry properly if wet.	4	All Employees	Before commencing Task
	Faulty or Damaged Height Safety Equipment	21	Ensure all height safety gear is checked prior to use by a competent person for any damaged that could affect the safe use of it. All height safety gear (Harnesses) to be tagged by a competent person six monthly. Do not use if there is any visible damage to height safety gear. Only use if tagged by a competent person. All height safety gear to comply with AS/NZ Standards.	7	Site Foreman / Employees	Before commencing Task
Pack Up All Tools & Equipment	Sprains and Strains	14	Ensure that correct manual handling techniques are used and workers are trained in correct manual task practices.	2	Rigger	Daily Visual Check
	Unsecured Work Area	19	All mobile plant to be secured and keys removed to prevent any unauthorised access. Inspect site and cleanup work area. All waste to be removed from site daily.	5	Rigger/Dogman	Daily Visual Check

	Poor Housekeeping	9	Remove barricading, flagging and signage. Ensure walkways and access ways are clear.	2	Rigger/Dogman	Daily Visual Check
Tidy Up Rubbish & Waste Materials	Hand Injuries & Pinch Points	14	Wear task relevant gloves to minimise the chance of cuts, abrasions, pinch and burn injuries. Cut resistant gloves when handling sharp objects. Riggers gloves when manual handling, rigging and handling hand tools.	2	Rigger	Daily Visual Check
	Manual Handling	14	Where possible use plant and mechanical means to upload. Smaller sections manually unloaded, proper manual handling techniques to be used smaller sections manually unloaded, proper manual handling techniques to be used and wear appropriate PPE. Plan and assess loads to be lifted. Seek assistance (Team lift) when moving any heavy loads or use mechanical aid.	2	Foreman	Daily Visual Check
Emergency Response	Standard Emergency	12	In the event of an emergency, the following steps must be adhere to 1. Alert persons nearby and request assistance 2. Rescue anyone in immediate danger and confine the emergency (if possible) 3. Action-attached or confine the emergency is safe to do so, or evacuate following the procedures and routes as per Principal Contractor Site evacuation plan.	7	Site Foreman/All Employees	Task Specific Check
	Fire Detection	12	In the case of a fire, a fire extinguisher is to be at work area were personnel are conducting the hot works. If safe to do so, attempt to extinguish or control small fires by using one of the appropriate portable fire extinguishers located throughout the work area.	7	Site Foreman/All Employees	Task Specific Check
	Evacuation Procedure	12	In the case of an emergency evacuation, listen to all instructions given by the authorised. Principal Contractor Personnel. In an orderly fashion make your way to the assembly area.	7	Site Foreman/All Employees	Task Specific Check

EWP	20	Competent & trained ground worker to use ground controls to lower platform to the ground (controls will overise platform controls). If controls are not working use emergency decent (EDD) to lower platforms to ground if safe to do so and free from obstructions, plant or personnel. If the EDD is not working or unsafe to use, resure worker using another EWP or crane man-box. If the above methods fail or are unsafe, contact emergency services for assistance.	11	Spotter	Task Specific Check
Crane Man Cage	20	In the case of an emergency the following steps must be adhered to 1. Alert persons nearby and request assistance 2. Using the crane, lower the work box to the ground if safe to do so or slew out of the danager zones. 3. If unable to lower work box to the ground, proceed to rescue the worker using an EWP> 4. When resuing the worker, ensure the worker is positively connected to a certified anchores point at all times (use of twin tail lanyards required).	11	Spotter/Crane Operator	Task Specific Check
Working at Height	20	In the case of an emergency the following steps must be adhered to 1. Alert persons nearby and request assistance 2. Lower the worker to the gorund if safe to do so or out of the danager zone. 3. If unable to lower the worker, proceed to rescue the worker using an EWP. 4. When rescuing the worker, ensure the worker is positively connected to a certified anchor point at all times (use of twin tail lanyards required). 5. If you cannot rescue the workers using an EWP, use a crane work box as means of rescue. NOTE: All working at heights should have an established emergency responsee plan prior	11	Spotter / Crane Operator	Task Specific Check

working with Cement	High	Minimise	<ul style="list-style-type: none"> - Ensure no cement is allowed to enter storm water of sewer drains - install proper environmental protection measures and dispose of correctly - Store securely and in a dry place (off the ground) - Use PPE - Gloves (impervious, abrasion and alkali resistant gloves), barrier clothing, barrier cream, protective eyewear, face protection particulate mask (P1) - Avoid contact with skin and eyes and wash off with soap immediately if contact occurs - Use only outdoors or in a well-ventilated area, do not breathe dust - Always have the correct MSDS available 	Low	
Chemicals			Refer to Hazardous Substances/Materials		
Hand Tools (non-powered)	High	Minimise	<ul style="list-style-type: none"> - Store all tools in a secure location when not in use - Only trained and competent users - Keep all hand tools clean and well maintained - Inspect tools periodically and remove any defective tools from service - Keep clear of sharp or moving parts - When using knives or cutters, cut away from yourself, keep blades sharp, dispose of used blades and sheath the blade and store safely when not in use 	Low	
Hazardous Substances / Materials <i>(solvents, cleaning solutions, acid washes, concrete etching acid, waterproofing compounds, sealants, adhesives, cement and treated timbers).</i>	High	Minimise	<ul style="list-style-type: none"> - Substitute hazardous substances for safer options where possible - Remove hazardous substances from site when not required, do not store these on site if possible - Isolate areas to prevent unauthorised access to hazardous substances as required - Ensure substances are kept in the correct containers and are correctly labelled - Material Safety Data Sheets (MSDS) are to be kept on site at all time with hazardous substances. This is the responsibility of the worker bringing the hazardous items onto the site. - All recommendations in the MSDS, and controls in Task Analysis, must be observed - Wear PPE as recommended in the MSDS and TA - Only trained and competent workers are to handle hazardous substances, or if in training, those workers must be directly supervised by and trained and competent person - Erect warning signage as required 	Moderate	
Impairment / Influence of drugs, alcohol or fatigue	Critical	Eliminate	<ul style="list-style-type: none"> - Any workers who appear to be impaired will be sent home - Alcohol and drugs are strictly prohibited on all sites - All workers must arrive fit and ready to work - Workers must understand the potential effects of impairment 	Moderate	

Ladder Use	Critical	Minimise	<ul style="list-style-type: none"> - Ladders are for access only and not to be used as working platforms. Where a working platform is required, consider alternative options e.g. MEWPs and TWPs such as scaffolding towers or podiums. - Ladder work must be of "short duration" i.e. minutes, not hours - Only commercial grade ladders, compliant with AS/NZS 1892 standard and with a minimum load rating of 120-150 kg are permitted - Inspect the condition of the ladder prior to use and only use if in good condition: <ul style="list-style-type: none"> - Structurally sound, free of defects (no missing / broken rungs, split stiles etc.), rubber feet in good order, stays operational, - Install ladder and 4:1 angle - Install ladder on a firm, flat surface and secure the ladder top and bottom. - Ladder to extend 1 m above working platform - Face the ladder, maintain 3 points of contact at all times, keep your hands free for climbing - do not carry things in your hands - Never over-reach, keep your belt buckle between the stiles at all times. <ul style="list-style-type: none"> - Reposition the ladder rather than reaching - DO NOT work off the top two steps of any ladder - The person and any tools or materials they are taking up should not exceed the highest safe working load stated on the ladder 		
Manual Handling	Moderate	Minimise	<ul style="list-style-type: none"> - Use mechanical lifting means where practicable instead of manual handling - Set up work area to minimise awkward movements - Use of correct lifting techniques. Feet shoulder width apart and flat on the floor. Squat, do not bend or twist. Turn feet to destination as you lift. - Use more than one person for heavy or awkward loads - Take rest breaks as required - Keep muscles warm where practicable (e.g. wear thermals in very cold weather) - Keep work areas/walking paths clear - Wear PPE: safety footwear at all times and heavy duty gloves and long sleeves if required 	Moderate	

Powder Actuated Fastening Tools (PAT)	High	Minimise	<ul style="list-style-type: none"> - Ensure appropriate safe storage of tool, charges and fastenings – isolate from others - Cordon off the work area (including behind the material being fastened) – keep all other personnel well clear - “Caution: Explosive Powered Tool in Use” signage should be displayed - All fastening activities must be carried out in accordance with Approved Code of Practice for Powder-Actuated, Hand-Held fastening Tools WorkSafe NZ 1995. - These tools use an explosive charge to drive fixings into concrete, steel or timber and like a firearm, are potentially lethal. No fooling with PAT’s is permitted - Ensure tools are inspected and certified six monthly. Check 6 month certificate against serial number of tool - All operators must be trained and hold a certificate of competence for the make and model of tools they are using - Operate tools strictly in accordance with manufacturer instructions and keep maintained to manufacturer specifications by a competent person - Visually inspect PAT’s daily before use to ensure good working order, or remove from service - Use only approved charges and fasteners - Wear all required PPE incl. face, eye and hearing protection and gloves. Workers close by must also wear hearing protection. - Check the suitability of the base material. Consider also pipes, cables, flammables, edge proximity, ricochet, etc. - Only load the tool at the place where is intended to be used and remove the charge and fastener if the tool is not fired immediately - Always point the tool in a safe direction and never at self or others - Maintain a firm, stable footing - Operators must call “Firing” prior to triggering the charge - Observe misfire procedures 	Low	
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Power Tools	High	Minimise	<ul style="list-style-type: none"> - All guards and other safety devices must be operable and kept in-situ - Wear all required PPE including protective footwear and eye and hearing protection – consider the risks / harm. Do not wear loose clothing or jewellery which can be caught in moving parts - Operate equipment in accordance with manufacturer instructions and keep maintained to manufacturer specifications by a competent person - Use the correct tool for the job. Don't use tool for a purpose for which it was not intended. - Ensure fittings such as blades, bits, cutters etc. are correct for the task and the tool (e.g. size, RPM rating etc.) - Keep proper footing and balance at all times. Do not use from ladders. - Never carry tool by cord or yank it to disconnect from receptacle. - Secure work. Use clamps or a vice to hold work. It's safer than using your hand and it frees both hands to operate tool. - Keep tools sharp and clean. Follow instructions for lubricating and changing accessories. Inspect tool and cords periodically. Have all worn, broken, or lost parts replaced immediately by an authorized service centre. Keep handles dry, clean, and free of oil and grease. - Disconnect tools when not in use, before servicing, and when changing accessories such as blades, bits, cutters, and etc. Remove parts such as drill bits when not in use - Avoid unintentional starting. Do not carry a plugged-in tool with finger on switch. Be sure switch is off when plugging in. Keep hands, body, and clothing clear of blades, bits, cutters, etc. when plugging in. - Extension leads, cords and hoses must NOT be placed where they will be a "Tripping Hazard" or damaged by equipment or materials. - Take breaks / rest as required, especially with vibrating tools 	Low	
Untidy Work Area, Spills, Waste and Materials Stored on Site	High	Minimise	<ul style="list-style-type: none"> - Remove waste regularly and where practicable, store items off site - Keep work areas/walking paths clear of waste and materials - Clean and tidy as much as practicable while working and have a more thorough clean up at the end of each day - Spills must be cleaned up immediately - Store materials and equipment in one designated area (or as few as is practicable), isolate - Run any electrical leads safely so they do not create a trip hazard - Ensure waste management solutions are available (e.g. skip, flex-bin etc.) - Maintain good housekeeping at all times 	Moderate	
Weather Conditions (Adverse)	Moderate	Minimise	<ul style="list-style-type: none"> - If adverse weather conditions exacerbate work which is ordinarily hazardous to unacceptably high levels of hazard, work is to be suspended until safe - Materials are left physically secured or weighted down, waste is disposed of / removed - Work indoors - Monitor weather changes when exposed, and react accordingly - Scaffolding must be inspected after a storm - Be alert for snow, frost and due exacerbating slip hazards – wear non-slip footwear 	Low	

Working Outside	Moderate	Minimise	<ul style="list-style-type: none"> - Ensure there is plenty of drinking water available - Wear a hat and wear clothing that will allow you to cool down. - Cover up with long clothing and/or use sun block of suitable rating and apply - Wear sunglasses <p>Refer to Weather Conditions</p>	Low	
Working at Height	Critical	Minimise	<ul style="list-style-type: none"> - Eliminate the requirement to work on the roof where practicable - Edge protection must be provided where there is the risk of a fall from or through the structure of a roof - Perimeter or edge protection (scaffold or guard rail) shall be installed on all the exposed edges of a roof which includes the perimeter of buildings, - The hierarchy of control should be used to establish the most appropriate controls. All fall hazards must be adequately controlled prior to work at height. Check for voids and gaps in protection and rectify - Users of all fall protection systems must understand them and be competent to assess their adequacy. If in doubt, seek expert advice. Get the supplier/installer to inspect and certify fall protection before use if you are concerned - Appropriate rescue procedures (i.e. how to rescue a worker from safety nets or get them down from scaffolding) must be put in place for height work and procedures must be communicated to and understood by all workers - Instructions, rules and guidelines provided by the suppliers and/or installers of fall protection must be observed - Detailed Task Analysis is required for all work at height - Total restraint and work positioning systems must be attached to rated anchors which are tagged and recertified annually - Where proprietary edge protection is used, it must comply with <i>AS/NZS 4994 Temporary Edge Protection</i> - Timber guard-railing must comply with the WorkSafe NZ Good Practice Guidelines for Scaffolding in NZ Nov 2016 - Regardless of type, edge protection must be installed by a competent person and should be inspected daily prior to use - Ensure a safe means of access to the roof (e.g. safe ladder installed and used correctly, temporary stairs etc.) 	Moderate	

HAZARDOUS SUBSTANCES

	AT-HP Epoxy		Y		Site container	Store between 5-25°C, protect from sunlight, store away from other materials	<p>Hardener Class 5 oxidising substances - 5.2E – Heating may cause a fire</p> <p>Class 6 Toxicity - 6.3A – Skin irritant - 6.4A – Eye irritant - 6.5B – Contact sensitiser</p> <p>Resin Class 6 Toxicity - 6.3B – Skin irritant - mild - 6.4A – Eye irritant Class</p> <p>Class 9 Environmental - 9.1D – Slightly harmful to aquatic environment</p>		Moderate	<p>Keep away from sources of ignition.</p> <p>Wear protective gloves / protective clothing / eye protection / face protection.</p> <p>Wash hands thoroughly after handling</p>	Low		
	Paslode Fuel / Fuel Cartridge	3478	Y	1 M3	Site container	<ul style="list-style-type: none"> - Store in approved flameproof area - Store in cool, dry, well ventilated place, away from direct sunlight - Store away from incompatible materials - Do not store where vapours may be trapped (e.g. basement, pit) 	<p>Class 2 Flammable Gas - 2.1.1A – Flammable gas High hazard</p>	HSR002532	High	<p>Use in a well ventilated area Wear safety eyewear / gloves / overalls</p> <p>Contact lenses may absorb and concentrate irritants</p>	Moderate	<p>Bostik Primer Diesel fuel (automotive grade) Holdfast Metalex Methylated Spirits Mineral Turpentine CRC 5.56 Aerosol Glokote Dazzle Hilti Foam gun cleaner Mitre Fast Petrol (unleaded) Sika Formol Sika Nailbond Sikaflex 11FC</p>	Aug 2026

Accidents / Incidents / Issues from Previous Day

New Hazards Identified

Controls Initiated

COVID check

Have you observed the site for anyone with symptoms?

YES

NO

Have you reminded the team where the hand sanitiser & PPE is kept?

Does the office need advised that any of the cleaning products/PPE need replacing?

- email the office on admin@morelconstruction.co.nz

Risk Assessment

RISK ASSESSMENT – Classify the potential consequence of the activity/s as follows:

Very High – Fatality, toxic chemical release with detrimental effects, structural damage.

High – Extensive injuries and loss of production capability. Toxic Chemical release, amputation, loss of bodily function.

Medium – Medical treatment that results in no hospitalization or loss of function 1 day or less off work.

Low – First Aid injury no time off work.

Items to be considered for carrying out the risk assessment relevant to the day's activities

Plant & Equipment

Manual Handling (lifting, pulling, pushing)

House Keeping

Permits (ladder, hot works, confined space etc)

Excavation and Trenching

Extreme Weather Conditions

Interaction with Public

(if not covered fill in blank):

Hazardous Substances

Working at Heights

Services (In-Ground / Overhead)

Open Penetrations

PPE Requirements

Electrical Tagging

Traffic Management

YES

NO

Task Analysis Required

Task Analysis Completed

Hazard Register Update Required

Hazard Register Updated

ACCIDENT / INCIDENT / NEAR MISS

Reporting and Investigation Form



Are you reporting:

NEAR MISS
 A near miss is an event that has the potential to cause, but does not actually result in injury or equipment damage

INCIDENT
 An incident is an instance of something happening, an event or occurrence

ACCIDENT
 An accident is when there is an injury or damage

THE INJURED

Name:

Date of incident:

Location: 1a Jamell Place

Time of incident:

What (if any) body part is injured? _____

What type of injury do you have?

- | | | |
|---|--|-------------------------------------|
| Bruising <input type="checkbox"/> | Burn (Chemical or fire) <input type="checkbox"/> | Internal <input type="checkbox"/> |
| Scratch <input type="checkbox"/> | Foreign body <input type="checkbox"/> | Amputation <input type="checkbox"/> |
| Cut <input type="checkbox"/> | Fracture <input type="checkbox"/> | _____ <input type="checkbox"/> |
| Strain or sprain <input type="checkbox"/> | Dislocation <input type="checkbox"/> | _____ <input type="checkbox"/> |

Type of treatment

None <input type="checkbox"/>	First Aid <input type="checkbox"/>	Doctor <input type="checkbox"/>	Hospital <input type="checkbox"/>
-------------------------------	------------------------------------	---------------------------------	-----------------------------------

Damaged Property?

Describe the incident with detail.

What caused the incident?

How bad could it have been?

What are the chances of it happening again?

Very Serious	Serious	Minor	Minor	Occasional	Rare
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Did anyone witness the incident?

Yes

No

Witnesses name

Office Use Only:

Investigation Required:

Yes

Date investigated

No

/ 2024

Investigated by:

Investigation findings:

Serious Harm Accident Reported:

Yes

No

Prevention

What action has or will be taken to prevent a recurrence?

Person Responsible

Target Date

Date Completed

TOOLBOX SAFETY MEETING

Project: 1a Jamell Place

Date:

Site Foreman: Dax Morel: 021 378 822

Attendees:

Name

Signature

Site Activity / safe work practices / accident / incident investigations discussed:

Employee issues raised:

Date to be resolved by:

--	--

Safe observations reviewed. /discussed:
--

Task Analysis completed / reviewed:	Date:
--	--------------

WEEKLY RISK ASSESSMENT

- Classify the potential consequence of the activity/s as follows:

- | | |
|------------------|--|
| Very High | - Fatality, toxic chemical release with detrimental effects, structural damage. |
| High | - Extensive injuries and loss of production capability. Toxic chemical release, amputation, loss of bodily function. |
| Moderate | - Medical treatment that results in no hospitalization or loss of function 1 day or less off work |
| Low | - First Aid injury, no time off work |

	YES	NO	N/A
Is the site tidy prior to works proceeding?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the hazard board up to date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the site secure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the notifiable works completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do we have the correct training for tasks being conducted today?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do we have the appropriate PPE for tasks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Safety Boots
- Glasses
- Gloves
- Hard Hat
- Hi Viz

	YES	NO	N/A
Are there guards on all the equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do all the waratahs / rebar capped?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the work generating dust?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SCAFFOLD	YES	NO	N/A
Is the scaffold tag current?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the mid rails in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the kickboards in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the workers below isolated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEWP	YES	NO	N/A
Are the operators all trained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a pre-strat been completed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the log book filled in?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the ground suitable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there any overhead hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OPEN PENETRATIONS	YES	NO	N/A
Are the open holes covered when not being worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all the holes been identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LADDERS	YES	NO	N/A
Are the ladders in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all users using the 3 points of contact?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are they set up on firm ground?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MOBILE PLANT:	YES	NO	N/A

Is everyone wearing Hi Viz?

Has the use been communicated to ALL on site?

COMMUNICAITON ON SITE:

TASK ANALYSIS REQUIRED	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	TASK ANALYSIS COMPLETED?	YES	<input type="checkbox"/>
HAZARD REGISTER UPDATE REQUIRED?		<input type="checkbox"/>		<input type="checkbox"/>	HAZARD REGISTER UPDATED	YES	

RISK ASSESSMENT / TASK ANALYSIS COMPLETED BY:

NAME	COMPANY	TASK NAME

EMPLOYEES / SUBCONTRACTORS PRESENT

NAME	SIGNATURE	NAME	SIGNATURE

TASK ANALYSIS

GENERAL CARPENTRY

PROJECT/SITE :

1a Jamell Place

DATE

09/10/2024

NOTIFIABLE WORKS
tick if required



PPE REQUIRED

Hi-Vis / Eye Protection / Hearing Protection / Safety Footwear

PLANT, EQUIPMENT & TOOLS

General Power Tools / Ladders

This Risk Analysis / Safe Work Method Statement has been developed based on anticipated methods, hazards and controls. It will be reviewed and updated onsite to reflect site specific conditions and will be reviewed in conjunction with all workers involved with the task and signed off to indicate understanding and agreement.

Very Low	Low	Moderate	High	Critical
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SEQUENCE OF BASIC STEPS		POTENTIAL SIGNIFICANT HAZARDS		INITIAL RISK	E / M	CONTROL METHODS	RESIDUAL RISK
step #	describe each step of the task	step #	describe the key hazards and risks for each step	risk rating before controls	E / M 1 2 3 4 5 6	describe what will be done to control the risk, include the hierarchy of control Eliminate / Minimise	after all controls are in place
1	Unload materials, tools, equipment etc. and set up work area	1a	Slips, trips and falls can cause serious injury	Moderate	M5	Have designated areas for strong materials and keep walkways clear	Low
		1b	Manual handling of materials causing strains, sprains and abraions	Moderate	M4	Use mechanical lifting aids where practicable	Low
				Moderate	M5	Use correct lifting techniques. Feet shoulder width apart and flat on the ground. Swuat, do not bend or twist. Turn feet to destination as you lift. Use more than one person if required.	Low
				Moderate	M3	Keep work areas/walking paths clear	Low
				Moderate	M6	Wear gloves	Low
2	General carpentry work	2a	Slips, trips and falls can cause serious injury	Moderate		Have designated areas for strong materials and keep walkways clear	Low
				Moderate	M5	Clean regularly and dispose of waste in skip	Low
		2b	Manual handling of materials causing strains, sprains and abraions	Moderate	M4	Use mechanical lifting aids where practicable	Low
		2c	Falling debris can cause injuries and proprty damage	High	E1	Store materials and tools at a low level (i.e. not on dwangs)	Moderate

		High	M3	Avoid working below others wherever possible and ensure any other trades on site are aware of the no-go zones	Moderate
		High	M6	Hard hats are to be worn at all times that there is a risk of item/s falling from above	Moderate
2d	Unsafe use of tools (e.g. Nail Guns, Powder Actuated Tools, Staple Guns, Circular Saws etc.) could result in serious injury	Moderate	M5	Ensure the tool and any firrings (e.g. blades) are correct for the task	Low
		Moderate	M5	PAT only to be used by personnel holding the appropriate certification	Low
		Moderate	M5	All tools only to be used by a competent person, or under direct supervision of a competent person	Low
		Moderate	M5	Keep tools well maintained and check the condition of the tool before use. Do not use damaged or faulty equipment, immediately remove it from service with clear labelling and removal from site.	Low
		Moderate	M6	When PAT's are in use, display CAUTION: EXPLOSIVE-POWERED TOOL IN USE signage	Low
		Moderate	M5	Do not hold the trigger down unless you're purposefully firing the tool. This is especially important when descending ladders	Low
		Moderate	M3	Keep people out of range of fire, especially check other sides of walls and floors/ceilings	Low
		Moderate	E1	Disconnect the air hose or gas cyllinder before clearing a jam or making adjustments	Low
		Moderate	M4	Do no fire the tool unless the nose is firmly pressed against a work piece	Low
		Moderate	M5	Keep your free hand, feet and other parts of the body safely out of the way of the tool	Low
		Moderate	M3	Ensure all guards are in place as per manufacturer specifications'	Low
		Moderate	M5	Only use saws on a properly set up, stable work bench	Low
		Moderate	M6	Wear appropriate PPE - protective eyewear, hearing protection, safety footwear, dust mask	Low

			High	M5	<p>Where a ladder is required for access, ensure the following :</p> <ul style="list-style-type: none"> - All ladders are in good condition and meet AS/NZS 1892.1 - All ladders are industrially rated and check the maximum load in ample - Install ladder on a firm, flat surfaces and secure the ladder top and bottom. - Ensure the ladder and footwear are clea and dry. - Install ladder and 4:1 angle - Select a ladder which it extends at least 1m above the step off point. - If ladder is extendable, ensure stays a locked securely in place3. - Keep 3 points of contact with the ladder at all times and keep hands free for climbing. - Do not lean from the ladder, keep you belt buckle between the stiles at all times. Reposition the ladder rather than reaching. 	Moderate
			High	M3	Where there is a fall risk (e.g. off a raised foundation/floor, through a floor penetration) ensure adequate controls are in place such as guard railing, edge protection, safety nets etc.	Moderate
			High	M5	Fall protection must be visually inspected by users before working at height. If fall protection is not of an acceptable standard, it is not to be used.	Moderate
			High	M5	Do no climb on framing, use proper means of access such as ladders.	Moderate
			High	M5	Use the best working platform for the task and ensure they are safe. If using scaffolding, refer to seperate scaffold TA.	Moderate

TASK ANALYSIS SIGN ON

All workers must sign this register to show that they understand the processes and will work to the requirements of the TA

Name	Signature	Name	Signature

TASK ANALYSIS

FRAMING

PROJECT/SITE :

1a Jamell Place

DATE

09/10/2024

NOTIFIABLE WORKS

tick if required



PPE REQUIRED

Protective Clothing / Hi-Vis / Hard Hat / Eye Protection / Safety Footwear / and any other PPE as appropriate

PLANT, EQUIPMENT & TOOLS

General Power Tools / Ladders

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Very Low	Low	Moderate	High	Critical
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SEQUENCE OF BASIC STEPS		POTENTIAL SIGNIFICANT HAZARDS		INITIAL RISK	E / M	CONTROL METHODS	RESIDUAL RISK
step #	describe each step of the task	step #	describe the key hazards and risks for each step	risk rating before controls	E / M 1 2 3 4 5 6	describe what will be done to control the risk, include the hierarchy of control Eliminate / Minimise	after all controls are in place
1	Delivery	1a.	Body Sprains and strains from lifting materials	Moderate		<ul style="list-style-type: none"> - Use correct lifting techniques - Get assistance when lifting heavy loads - Take care when moving materials by hand - Maintain an awareness of other people in the area 	Low
	- unloading materials	1b.	Being struck by materials	Moderate			Low
	- moving of materials	1c.	Cuts	Moderate			Low
2	Using hand and power tools	2a.	Injuries from nail guns, power saws and drills	High		<ul style="list-style-type: none"> - Never carry power tools with the trigger depressed - Disconnect tools from the power source before making adjustments or carrying out servicing - Check that adjustable guards re operating correctly - Keep a firm grip while using tools 	Low
3	Erecting and securing framir	3a.	Strains and sprains	Moderate		<ul style="list-style-type: none"> - Use correct lifting techniques - Get assistance when lifting heavy loads - Use good judgement to assess manageable loads 	Low

3b. Injury from flying debris and dust

Moderate

- Wear gloves and other protective equipment
- Ensure all guards are in place on tools and machines
- Be aware of people working nearby

Low

3c. Injury from insecure wall frames

Moderate

- Ensure that erected frames are securely braced

Low

3d. Injury from explosive tools

Moderate

- Use correct nails and charges in Ramset guns
- Notify people adjacent to the work area of nail gun use

Low

3e. Wrist sprains and cut from drill twisting

Moderate

- Ensure drill is kept at a good working height
- Keep drill bit square to the surface being drilled

Low

3f. Working at heights

High

- Wear appropriate restraint equipment where necessary
- Only use EWP's in accordance with safe operating procedures
- Only competent workers to perform task
- Cease operations in adverse conditions

Low

TASK ANALYSIS SIGN ON

All workers must sign this register to show that they understand the processes and will work to the requirements of the TA

Name	Signature	Name	Signature

TASK ANALYSIS

UNLOADING & ERECTING OF STRUCTURAL STEEL

PROJECT/SITE :

1a Jamell Place

DATE

09/10/2024

NOTIFIABLE WORKS

tick if required



PPE REQUIRED

Protective clothing / hi-vis clothing / hard hat / safety boots / gloves / any other PPE as appropriate

PLANT, EQUIPMENT & TOOLS

This Risk Analysis / Safe Work Method Statement has been developed based on anticipated methods, hazards and controls. It will be reviewed and updated onsite to reflect site specific conditions and will be reviewed in conjunction with all workers involved with the task and signed off to indicate understanding and agreement.

Very Low	Low	Moderate	High	Critical
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SEQUENCE OF BASIC STEPS		POTENTIAL SIGNIFICANT HAZARDS		INITIAL RISK	E / M	CONTROL METHODS	RESIDUAL RISK	
step #	describe each step of the task	step #	describe the key hazards and risks for each step	risk rating before controls	E / M 1 2 3 4 5 6	describe what will be done to control the risk, include the hierarchy of control Eliminate / Minimise	after all controls are in place	
1	Pre-site assessment for lifting operation	1a.	Plant and Ground instability	High		<ul style="list-style-type: none"> - Evaluate conditions and cease operations if deemed unsuitable until a solution or another area is found - Set outriggers correctly and provide blocking under pads - Identify ground services - Continually monitor for soft spots 	Moderate	
		1b.	Weather Conditions				High	Moderate
		1c.	Collision with plant and people				High	
		1d.	Powerlines				High	

EMERGENCY EVACUATION PLAN

In the case of emergency requiring evacuation of the project, either:

FIRE, EARTHQUAKE, SERIOUS ACCIDENT, STRUCTURAL COLLAPSE, TSUNAMI, EXPLOSION, AVIATION, INCIDENT, HAZARDOUS SPILL OR PRACTICE EVACUATION



The following warning will sound:

**3 BLAST OF AIR HORN /
VEHICLE HORN**

If this warning sounds, SHUT DOWN
all plant and equipment.

All personnel on the project are to
proceed IMMEDIATELY by the SAFEST
IDENTIFIABLE ROUTE to the SAFE
ASSEMBLY POINT

FIRST AID KIT & FIRE EXTINGUISHER ARE
LOCATED IN **TOWER** and/or **CONTAINER** +
MCL VEHICLE



DIAL 111 for:

FIRE, AMBULANCE, POLICE, GAS, & CHEMICAL SPILLS

EMERGENCY TELEPHONE NUMBERS:

CHRISTCHURCH HOSPITAL 03 364 0270

WORKSAFE NZ 0800 030 040

CANTERBURY POLLUTION HOTLINE 0800 765 588

POISON CENTRE 0800 764 766

POWER (ORION) 03 363 9898

MCL H&S Consultant - Dean Uren 021 433 268

Morel Construction Ltd - Office 03 423 1904

FOREMAN + 1st AIDER Dax Morel: 021 378 822



**When calling 111, READ THE FOLLOWING TO
THE DISPATCHER:**

We have an emergency at...
We need help from Ambulance/Fire...

Directions to the emergency are....

1a Jamell Place

Our phone number is... orel: 021 378 822

The medical problem seems to be...

**Send someone outside to meet the
emergency services.**

And **REMAIN** there, so ALL personnel can be
ACCOUNTED FOR

DO NOT RETURN to the project until the Foreman
has given the **OFFICIAL ALL CLEAR**

EMERGENCY CARE FACILITIES ARE LOCATED AT:

Madras St 24-hour Clinic – 03 365 7777 - 401 Madras Street, Christchurch Central City

EMERGENCY PLAN & PROCEDURES

EMERGENCY PLAN AND PROCEDURES FOR HAZARDOUS WORK

Potential Emergency Situations	List separately:	Immediate Action - Assess your own safety first - Evacuate to assembly point for the building – [ASSEMBLY AREA]
	Fire	Secondary Action - Check everyone present
	Injury	- Dial 111 and ask for Ambulance / Fire if necessary. They will need to know: - Your name - Your cell phone number
	Earthquake	- The location of accident - How many people are injured / Status of injured people, what type of injuries they have if known - Attend to the injured persons until emergency services arrive - Secure the site
		Follow up - Contact the Site Foreman to give details of the accident - Report the accident using Accident Report Form - Assist in the Accident Investigation

Responsibilities	Personnel: Dax Morel: 021 378 822	Key responsibilities: - Site control / head count - Communicate with Emergency Services
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Evacuation Procedures	<i>Assembly areas: [ASSEMBLY AREA] Alarms: Air Horn / Vehicle Horn – Continuous Blast</i>
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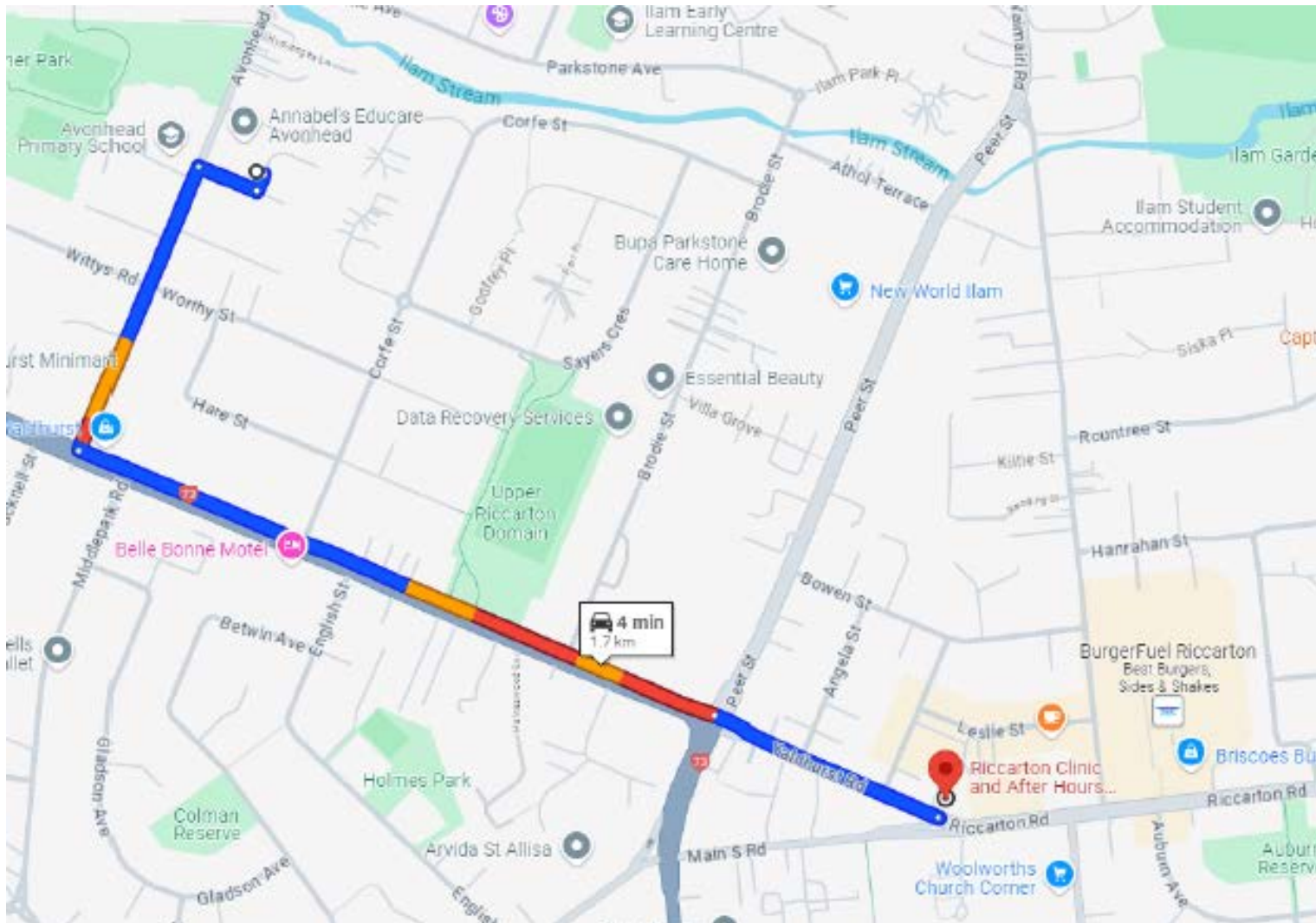
Medical Treatment	First Aider: Site Foreman	Emergency services: - Fire / Ambulance Service
	Location of nearest Emergency care provider: Madras St 24 hour Clinic p. 03 365 7777 a. 401 Madras Street, Christchurch Central City, Christchurch	

Training and Communication	Procedure to advise site staff: Site Daily Pre-Start Meeting / Site Safety Inductions
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MAP TO EMERGENCY

From: 1a Jamell Place, Avonhead

To Emergency Centre: **Riccarton Clinic and After Hours - 03 343 3661 - 4 Yaldhurst Road, Upper Riccarton**



TRAINING REGISTER

updated 2024

EMPLOYEE	LBP	1st AID	Site Safe	EWP	Years	LULU
Todd Morel <i>Director</i>	BP105740	✓	✓	✓	33	C
Dax Morel <i>Director</i>	BP104278	✓	✓	✓	31	C
Martin McGuinness <i>Foreman</i>		✓	✓	✓	29	C
Simon Laws <i>Foreman</i>	BP13974	✓	✓	✓	13	C
Paul Eathorne <i>Leading Hand</i>		✓	✓	✓	18	X
Finnbharr Mouny <i>Apprentice</i>		✓	✓	✓	3	L
Forrest Goodwin <i>Apprentice</i>					2	L

Examples - EWP (elevated Work Platform), PAT (Powder Actuated Tool), FA (Fall Arrest), LBP (Licensed Building Practitioner, MP (Mobile Plant - specify type), NZQA (trade or safety units)
 LULU - L under supervision, is partially competent (line of sight); U Indirect or occassional supervision, is partially competent (supervision nearby); X Fully competent to work unsupervised; C Competent to train

SITE SAFE

Directors



DaxDax Morel
SSID: 330628
Expiry: 27 January 2025
Card Status: **Active**



ToddTodd Morel
SSID: 326492
Expiry: 19 September 2025
Card Status: **Active**



Foreman



Martin McGuinness
SSID: 356980
Expiry: 11 July 2025
Card Status: **Active**



Simon Laws
SSID: 953480
Expiry: 01 February 2025
Card Status: **Active**

Leading Hand



PaulPaul Eathorne
SSID: 308436
Expiry: 27 January 2025
Card Status: **Active**




Apprentice



Finnbharr Mouny
SSID: 958469
Expiry: 26 July 2026
Card Status: **Active**

EWP

Director



Competent Operator
Dax Morel


Competency Assessed	Refresher Due
23966 Theory & Legislation	03/2026
23960 Scissor Lift EWP	03/2026
23962 Boomlift EWP	03/2026

Licence No.
758952

This card is issued following completion of the Silvercard™ EWP Training Course that meets the criteria of NZQA and complies with Best Practice Guidelines for Mobile Elevating Work Platforms

SILVERCARD EWP

572



Competent Operator
Todd Morel


Competency Assessed	Refresher Due
23966 Theory & Legislation	02/2027
23960 Scissor Lift EWP	02/2027
23962 Boomlift EWP	02/2027

Licence No.
764302

This card is issued following completion of the Silvercard™ EWP Training Course that meets the criteria of NZQA and complies with Best Practice Guidelines for Mobile Elevating Work Platforms

SILVERCARD EWP

Foreman



Competent Operator
Martin McGuinness


Competency Assessed	Refresher Due
23966 Theory & Legislation	03/2026
23960 Scissor Lift EWP	03/2026

Licence No.
741766

This card is issued following completion of the Silvercard™ EWP Training Course that meets the criteria of NZQA and complies with Best Practice Guidelines for Mobile Elevating Work Platforms

SILVERCARD EWP

572



Competent Operator
Simon Laws

Competency Assessed	Refresher Due
23966 Theory & Legislation	03/2026
23960 Scissor Lift EWP	03/2026
23962 Boomlift EWP	03/2026


Licence No.
758991

This card is issued following completion of the Silvercard™ EWP Training Course that meets the criteria of NZQA and complies with Best Practice Guidelines for Mobile Elevating Work Platforms

SILVERCARD EWP

572

Leading Hand



Competent Operator
Paul Eathorne

Competency Assessed	Refresher Due
23966 Theory & Legislation	02/2026
23960 Scissor Lift EWP	02/2026
23962 Boomlift EWP	02/2026

Licence No.
731493

This card is issued following completion of the Silvercard™ EWP Training Course that meets the criteria of NZQA and complies with Best Practice Guidelines for Mobile Elevating Work Platforms

SILVERCARD EWP

572

Apprentice



Competent Operator



Competent Operator
Finnabharr Mounty

Competency Assessed	Refresher Due
23966 Theory & Legislation	08/2025
23960 Scissor Lift EWP	08/2025
23962 Boomlift EWP	08/2025

Licence No.
755724

This card is issued following completion of the Silvercard™ EWP Training Course that meets the criteria of NZQA and complies with Best Practice Guidelines for Mobile Elevating Work Platforms

SILVERCARD EWP

CONTACT LIST

Client:

Morel Office: Alena & Poppy 03 423 1904

Morel Health & Safety Consultant: Dean Uren 021 433 268

WORKPLACE TEAM

Workplace Manager: Dax Morel: 021 378 822

Safety Contact: Dax: 021 378 822

Site Forman: Dax Morel: 021 378 822

SUBCONTRACTORS

Electrician

Plumber