

LEARNER **GUIDE**



Includes training tasks

CONSTRUCTION INDUCTION (WHITE CARD)

CPCCWHS1001

Prepare to work safely in
the construction industry

Equivalent to — CPCCOHS1001A
Work safely in the construction industry



**EASY
GUIDES**

Australia Pty Ltd

Industry Training Resources



ELEMENT 1 - IDENTIFY HEALTH AND SAFETY LEGISLATIVE REQUIREMENTS OF CONSTRUCTION WORK

This element covers the following performance criteria:

- 1.1. Basic roles, responsibilities and rights of duty holders are identified and explained according to jurisdictional health and safety legislative requirements.
- 1.2. Duty of care requirements are identified.
- 1.3. Construction safe work practices are identified and explained.





1.1 – Health & Safety Legislative requirements

Laws to keep your workplace safe

Health and safety requirements are outlined in Acts, Regulations, Codes of Practice and Australian Standards.



Acts

Acts are laws that explain how to improve health and safety in the workplace. Check your state or territory regulator for the current version. For example: Model Work Health and Safety Act or Occupational Health and Safety Act.

Regulations

Regulations explain specific parts of the Act. For example: Part 4.3 – Confined spaces, Part 4.4 – Falls

Codes of Practice/Compliance Codes

Codes of Practice are practical guidelines on how to comply with (meet the rules of) legislation. For example: HAZARDOUS MANUAL TASKS Code of Practice

Australian Standards

Australian Standards are work guidelines that set the minimum accepted performance or quality for a specific hazard, process or product. For example: AS 2550 – Cranes, hoists and winches – safe use set.

Site disturbance and dust

Site disturbance could include spreading mud, dust or debris around and outside the worksite.

To help stop site disturbance you can:

Keep trucks and other vehicles on designated travel routes.



Spread gravel at road access points to minimise the amount of mud that is left on roads.



Cover loose loads to make sure debris doesn't fall from the back of trucks onto the road.



Site disturbance and dust (continued)

Control dust by wetting roads and stockpiles (water restrictions permitting).



Make sure stormwater drains in the area have been set up with a gravel sausage or gravel inlet filter to stop mud making its way into the stormwater system.



Clean truck tyres with a broom or water to prevent mud spreading onto the road.



Procedures and processes for controlling hazards will need to be reviewed on a regular basis as workplaces can be constantly changing.

Bullying and harassment

Take care of yourselves and each other.

Bullying and harassment do not belong in the workplace. Report any bullying or harassment to your supervisor or other relevant person.



Smoking in the workplace

Some workplaces have special places for people who smoke. If you smoke, you must use these places to prevent a risk to others who do not smoke. It also removes the risk of a flame near flammable liquids.

Some sites may also have set smoking times.



ELEMENT 2 - IDENTIFY CONSTRUCTION HAZARDS AND RISK CONTROL MEASURES

This element covers the following performance criteria:

- 2.1. Basic principles of risk management are identified.
- 2.2. Construction hazards are identified and discussed.
- 2.3. Purpose and use of PPE are identified and demonstrated.
- 2.4. Measures for controlling hazards are identified.





2.1 – Basic principles of risk management

Hazard versus risk

What is the difference?

The constantly changing nature of construction work sets it apart from other types of work. Different hazards and risks emerge constantly—sometimes instantly.

Co-ordinating risk management is made more difficult by the stop and start nature of a construction project, high turnover of workers and temporary workplaces. These features contribute to the high levels of risk in the industry.

Hazard

A hazard is any thing or any situation which could injure or harm you.

In other words, it is anything that can hurt you.



Risk

A risk is the chance of a hazard causing injury or harm.

In other words, how likely it is that somebody or something may be harmed by the hazard.



Identifying workplace hazards

A hazard is anything that can harm you or others while you are working. The first thing you need to do is to identify these hazards before you start work.

Take a good look at your workplace and decide if anything could possibly cause injury to you or anyone else in the area.



Above head height

You should check above eye level for:

- Powerlines
- Buildings
- Trees
- Other obstructions.

Ground to eye height

You should check around eye height for:

- Other equipment
- Machinery
- People
- Pedestrians
- Things in the path of travel
- Other obstructions.

Ground level (and below)



You should check the ground to see:

- If the surface is stable and level
- If there are spills or wet surfaces
- Is there debris/rubbish
- Is the surface strong enough to support the weight of any equipment or materials
- Are there trenches or recently backfilled trenches
- Is the ground unstable.

Safe Work Method Statement (SWMS)

One way to identify construction workplace hazards is to use a Safe work method statement (SWMS).

Safe work method statements are required to be completed by employers for high risk construction work such as:

<p>Working at heights</p> 	<p>Construction involving tilt-up or precast panels</p> 	<p>Trenching</p> 
<p>Working in a confined space</p> 	<p>Work involving explosives</p> 	<p>Working in areas of extreme heat or cold</p> 

Safe Work Method Statement (continued)

Construction of tunnels



Construction work on telecommunications towers



Working where there is a risk of drowning



Working in an area that may be contaminated.



Safe work method statements must contain certain information but can be as short or complex as they need to be to control the hazard or risk.