

## Hazard Guide Checklist:

### ***Potential Hazards and suggested Controls for working in and around earthquake damaged properties.***

---

#### **Do not enter condemned or dangerous premises! (Marked in red)**

For all other buildings (marked **Yellow or green**) plan escape routes, check surrounding area, check for overhead hazards inside and outside, , overhead or exposed electrical wires, glass, unstable walls, unsupported stairs, ground openings and other hazards.

#### **Asbestos:**

Ensure competent trained staff handle and remove asbestos correctly. Ensure appropriate PPE (Personal Protective Equipment) is used; such as disposable overalls, gloves, masks. Wrap asbestos in plastic and dispose of in council approved landfill. Do not cut, drill through asbestos unless dampened down to avoid creating airborne dust particles. Do not waterblast asbestos.

#### **Communication:**

***Remember you have responsibility for all people on site, including owners, so know who is on your site.***

Display a hazard board at the front of site. Talk to all who come to site and inform them of any hazards present. Update the hazard board where appropriate. Ensure you have back up communications on site and maintain regular contact with colleagues or the office.

#### **Demolition work:**

Plan your work, *Notifiable Works* form must be completed and submitted to DoL 24hrs prior to commencement of significant demolition work. Ensure work is done by competent and experienced staff and use correct PPE (Personal Protective Equipment).

#### **Electricity:**

Ensure there are no exposed or damaged electrical wires or overhead lines in your work area. Where necessary turn off the power or have it turned off by a qualified person. Use RCD's. Use a registered electrician for any repair work.

#### **Emergency Procedures:**

Plan for aftershocks. Wear hard hats if required. Identify safe areas to shelter during aftershocks. Ensure clear escape routes from site that are free of debris. Brief all staff on emergency procedures. Have first aid equipment on site.

#### **Excavations:**

Ensure you are aware of the location of **all** Underground Utilities. Watch out for damaged utilities such as gas pipes, electrical cables and sewer lines. Be aware of ground instability.

**Ph: HazardCo 0800 555 339 [www.hazardco.com](http://www.hazardco.com)**

**Email [info@hazardco.com](mailto:info@hazardco.com)**

### **Falling Materials:**

Ensure all materials are secured and kept back from all edges. Ensure non essential persons and public keep clear. Wear hard hat where appropriate.

### **Health/sanitation:**

Have appropriate washing facilities on site to maintain good personal hygiene. A portaloos provided and positioned suitably if no facilities are available. Check that there are no hazardous chemicals on site, avoid inhalation. Ensure no free running animals or animal bi-product on work site. Check there are no broken sewerage pipes or raw sewerage.

### **Mobile plant & equipment:**

Ensure you communicate with the driver or plant operator. Approach operator with caution ensuring you are able to be seen clearly. Ensure all operators are appropriately trained in the use of equipment.

### **Multiple storey buildings:**

Check overhead before entering site. Check floors and stairs are well supported.

### **Opening doors/cupboards:**

Open slowly to check there are no falling objects, etc.

### **Parking areas:**

Ensure you park well away from potential fall zones around unstable buildings.

### **Personal Protective Equipment (PPE):**

Wear hard hats where there is a risk of falling debris and dust masks when removing debris. Use hearing & eye protection when using hand tools or power tools. Ensure appropriate footwear and other protective clothing such as vests are available and worn where appropriate.

### **Public Protection:**

Ensure you have a hazard board at the front of the worksite. Fence or barrier off worksite where appropriate. Induct all visitors and contractors to the site – remember you have responsibility for all people on site, including owners.

### **Removing chimneys:**

Ensure no live or overhead wires near chimney. Do not approach from in front or underneath. Ensure non essential persons and public keep clear.

### **Repiling/Under Floor work:**

Have a planned escape route in the event of an aftershock. Ensure there are no exposed electrical wires, broken pipes or damaged structural supports. Check the structure above the work areas is stable and secure. Use jacks for additional support where appropriate.

**Ph: HazardCo 0800 555 339 [www.hazardco.com](http://www.hazardco.com)**

**Email [info@hazardco.com](mailto:info@hazardco.com)**

Do not enter if unsafe. Where possible have a safety observer outside the work area and keep in voice contact.

### **Roof Spaces:**

Have a planned escape route. Ensure no exposed electrical wires, broken pipes, fallen or leaking water cylinders or tanks are in your work area. Ensure rooms and areas below roof spaces are clear of people before you start work. Where possible have a safety observer outside the work area and keep in voice contact.

### **Scaffolding:**

All scaffolds must be correctly braced, stabilised and regularly checked. Where appropriate (mandatory over 5 metres) complete notifiable works form and send to DoL 24 hrs prior to commencement of work and ensure installed by a certified scaffolding installer. Inspect after any aftershocks and do not use scaffold if there is visible change to its structure or there are components missing, such as bracing.

### **Sink holes:**

Be aware these may exist or appear as a result of an earthquake.

### **Site Deliveries:**

Ensure adequate set down area with solid ground conditions and well clear of any demolition work. Ensure stacked materials are adequately secured from aftershocks.

### **Site Housekeeping:**

Ensure the site work area is clear of debris/rubbish. A tidy worksite is critical for safety. Consider building walkways over mud or water.

### **Unstable structures:**

Leave the area and barrier off the site. Restrict any access. Have an approved engineer appraise the building before re entering. If unsafe do not enter.

### **Working at height:**

Ensure fall protection is used where there is the risk of harm. Use scaffold, elevated work platforms, edge protection, harnesses etc.

***If you have any concerns, need advice or information on any health and safety related matters or you have an on-site accident, contact HazardCo (creating safer working environments).***

***Remember you must not enter onto any site or do any work where there is a real risk of injury or serious harm!***

***"If in doubt seek help"***

**Ph: HazardCo 0800 555 339 [www.hazardco.com](http://www.hazardco.com)**

**Email [info@hazardco.com](mailto:info@hazardco.com)**