SPECIALISED
CONTRACTING SOLUTIONS

PLASTERING | PAINTING | SURFACE FINISHING

QUALITY
PEOPLE
LASTING
COMMUNITIES



HEALTH & SAFETY

SMALL WORKS & MAINTENANCE SSSP

SITE-SPECIFIC SAFETY PLAN | SAFER PEOPLE | STRONGER COMMUNITIES

Our commitment to health, safety and wellbeing is fundamental to everything we do. We create safe workplaces, protect our people, our clients and the communities we work in, and deliver high quality plastering, painting and surface finishing services for a better New Zealand.

PLAN WELL | WORK TOGETHER | KEEP PEOPLE SAFE | BUILD BETTER

01 OUR PEOPLE

02 OUR WORK

03 OUR ENVIRONMENT

04 OUR COMMUNITIES

VERSION 1.0 | SEPTEMBER 2026
CONTROLLED DOCUMENT

SPECIALISED
CONTRACTING SOLUTIONS
PLASTERING | PAINTING | SURFACE FINISHING

BUILDING
SAFER SPACES
FOR GENERATIONS

S	SCS CONTROLLED DOCUMENT SMALL WORKS & MAINTENANCE SSSP	SITE DOCUMENT

Condensed site-specific safety plan for short-duration, maintenance and lower-complexity works

DOCUMENT NO.	REVISION	OWNER	STATUS
SCS-HS-SSSP-SW-001	Rev 1.0 · September 2026	Specialised Contracting Solutions Limited	Controlled master / implementation record

01	SYSTEM SECTION Job & PCBU Details
JOB / WORK ORDER	
SITE ADDRESS	
CLIENT / MAIN CONTRACTOR	
CLIENT CONTACT	
SCS SUPERVISOR	
PLANNED DATES / DURATION	
WORKERS ATTENDING	
SCOPE OF WORKS	
USE CRITERIA	

- ☐ Short-duration / maintenance / minor refurbishment scope.
- ☐ Hazards are understood and can be controlled using established SCS systems/JSEAs.
- ☐ Not suitable where project complexity, client requirement or critical-risk interfaces require the full SSSP.
- ☐ Escalate to full SSSP if conditions change materially.

02	SYSTEM SECTION Occupied Property / Public Interface
CONTROL	**REQUIRED / ARRANGEMENT**
Resident/occupant notification and access agreed	☐ Required ☐ N/A |
Children/pets/vulnerable persons separated from work zone	☐ Required ☐ N/A |
Safe pedestrian route maintained	☐ Required ☐ N/A |
Dust/noise/odour/overspray controls	☐ Required ☐ N/A |
Privacy/keys/security arrangements	☐ Required ☐ N/A |
Furniture/vehicles/landscaping protected	☐ Required ☐ N/A |
End-of-shift safe condition / barriers / clean-up	☐ Required ☐ N/A |

03	SYSTEM SECTION Site Hazard & Critical Control Selection	
HAZARD / INTERFACE	**APPLIES**	**SITE-SPECIFIC CONTROL / REFERENCE JSEA**
Work at height / ladder / scaffold / MEWP	☐ Yes ☐ No	
Falling objects / exclusion zone	☐ Yes ☐ No	
Electrical / services / isolation	☐ Yes ☐ No	
Dust / silica / sanding / grinding	☐ Yes ☐ No	
Lead paint / legacy coating	☐ Yes ☐ No	
Suspect asbestos / unknown building material	☐ Yes ☐ No	
Hazardous substances / paint / solvent / adhesive	☐ Yes ☐ No	
Manual handling / awkward loads	☐ Yes ☐ No	
Plant / vehicles / deliveries	☐ Yes ☐ No	
Noise / vibration	☐ Yes ☐ No	
Hot work / ignition source	☐ Yes ☐ No	
Weather / heat / wind / rain	☐ Yes ☐ No	
Confined/restricted access	☐ Yes ☐ No	
Other trades / overlapping PCBUs	☐ Yes ☐ No	
Resident/public interface	☐ Yes ☐ No	
Environmental / spill / waste	☐ Yes ☐ No	

04	SYSTEM SECTION JSEA Selection & Worker Sign-On	

Select applicable JSEAs from the SCS JSEA Library. The selected JSEAs are completed as one task pack and signed at the prestart / work-face briefing rather than requiring duplicated signatures in this SSSP.

JSEA / TASK	SELECTED	SITE-SPECIFIC NOTES / CHANGE
	☐	
	☐	
	☐	
	☐	
	☐	
	☐	
	☐	
	☐	

05	SYSTEM SECTION Emergency & Rescue
EMERGENCY NUMBER	
EXACT SITE ADDRESS / ACCESS FOR 111	

JSEA / TASK	SELECTED	SITE-SPECIFIC NOTES / CHANGE
ASSEMBLY POINT		
FIRST AIDER / FIRST AID KIT		
NEAREST AED IF KNOWN		
EMERGENCY COORDINATOR		
APPLICABLE RESCUE PLAN / EQUIPMENT		
OTHER SITE EMERGENCY INTERFACE		

- ☐ Emergency/rescue method is workable before exposure.
- ☐ Rescue must not rely solely on 111 where timely site rescue is reasonably foreseeable and SCS controls the work method.
- ☐ Potential notifiable events are escalated; scene preservation requirements are considered after life-saving/make-safe actions.

06	SYSTEM SECTION Prestart / Daily Verification

VERIFICATION	START	CHANGE / RESTART
Scope and work area confirmed	☐	☐
Workers inducted / authorised	☐	☐
JSEAs selected and briefed	☐	☐
Critical controls physically verified	☐	☐
Access equipment / plant checked	☐	☐
Hazardous substances / SDS available	☐	☐
Exclusion/resident/public controls in place	☐	☐
Emergency / rescue arrangements confirmed	☐	☐
Weather/site conditions suitable	☐	☐
Other PCBUs coordinated	☐	☐
Changes from plan reviewed	☐	☐

07	SYSTEM SECTION Change-to-Work Record

DATE/TIME	WHAT CHANGED	NEW/CHANGED RISK	ADDITIONAL CONTROL	CONSULTED WITH	SUPERVISOR APPROVAL

08	SYSTEM SECTION Authorisation & Sign-Off

SCS SUPERVISOR - NAME / SIGNATURE / DATE

CLIENT / MAIN CONTRACTOR ACKNOWLEDGEMENT (WHERE REQUIRED)

Client/main-contractor acknowledgement confirms coordination/receipt of the plan and does not transfer or contract out of either PCBU's legal duties.

WORKER SIGN-ON / PRESTART ACKNOWLEDGEMENT				
WORKER	ROLE	DATE	SIGNATURE / ACKNOWLEDGEMENT	CHANGES/ISSUES RAISED