

CONCRETE STEEL FIXING SAFE WORK METHOD STATEMENT (SWMS)

Business Contact:	Phone #:	Principal Contractor (PC):
Responsible person (for monitoring SWMS and work):		PC Address:
Signature:	Date:	PC Phone #: Date SWMS provided to PC:
Contact Phone #:		Job Site Address:

SITE MANAGEMENT PLAN	Is the work associated with a Construction Project? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.
-----------------------------	--	--

THIS WORK ACTIVITY INVOLVES THE FOLLOWING "HIGH-RISK CONSTRUCTION WORK" (HRCW - IDENTIFIED IN THE JOB TASK COLUMN)

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Confined spaces | <input checked="" type="checkbox"/> Mobile plant movement | <input type="checkbox"/> Demolition of a load-bearing structure | <input type="checkbox"/> Asbestos disturbance |
| <input type="checkbox"/> Using explosives | <input type="checkbox"/> Diving work | <input type="checkbox"/> Artificial extremes of temperature | <input type="checkbox"/> Tilt-up or pre-cast concrete |
| <input checked="" type="checkbox"/> Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services | | | |
| <input type="checkbox"/> Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse | | | |
| <input checked="" type="checkbox"/> Involves a risk of a person falling from 2m or more, including work on telecommunications towers | | <input type="checkbox"/> Work in a ceiling space (W.A. Only) | |
| <input type="checkbox"/> Working at depths greater than 1.5 metres, including tunnels or mines | | <input type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere | |
| <input type="checkbox"/> Work carried out adjacent to a road, railway or shipping lane, traffic corridor | | <input type="checkbox"/> In or near water or other liquid that involves the risk of drowning | |

WORKING WITH A RISK OF A FALL OVER 2 METRES. Select the fall from height 'hierarchy of control level' considered when establishing controls:

- | | |
|---|---|
| <input type="checkbox"/> L 1: Work on the ground or solid construction | <input type="checkbox"/> L 4: Use a fall arrest system e.g., safety harness, catch platforms |
| <input type="checkbox"/> L 2: Use a passive fall restraint system e.g., guard rails, scaffolding, EWP | <input type="checkbox"/> L 5: Implement administrative controls e.g., signage, or instruction |
| <input type="checkbox"/> L 3: Use a work positioning system e.g., travel restraint, rope access | <input type="checkbox"/> Other? |

More than one of these measures to reduce risk can be used. For example, engineering controls like edge protection can be implemented with administrative controls like training and use of this SWMS, while wearing PPE (non-slip shoes). Please describe why it is not reasonably practicable to use higher-order control measures. E.g. The job is less than 5 minutes on a ladder.

JOB TASK	HAZARDS	IR	CONTROL MEASURES		RR	RESPONSIBLE PERSON
			INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS			
			<ul style="list-style-type: none"> • Fuels, oils & chemicals - ensure that a spill response kit is available at all times and clean up spills immediately • Follow instructions in SDS for clean-up requirements • Dispose of chemicals correctly, empty containers/bags in approved waste containers • Triple rinse all empty/unwanted containers and make containers unusable before disposal. • Waterways & soils - do not wash out tools or containers where residue can enter waterways or drains. • Native vegetation & weeds - ensure that plant is washed free of dirt, vegetation, debris before travelling between sites. • Vehicle movement - follow the TMP, only travel on established tracks and roads • Use designated entry and exit points. • Terrestrial fauna - No domestic animals on-site • Ensure all food scraps placed in lidded bins. 			and make supervisor aware of any issues
4. Check weather conditions & prepare	Extreme weather	3H	<ul style="list-style-type: none"> • Check weather conditions – do not work in extreme conditions • Reschedule works to work in more moderate temperatures 		2M	Supervisor to maintain awareness of weather conditions Workers to follow controls
	Hyperthermia Hypothermia	3H	<ul style="list-style-type: none"> • Ensure that workers are trained to recognise the symptoms of hyperthermia and hypothermia • <u>Hot conditions. Ensure:</u> <ul style="list-style-type: none"> ○ Suitable protective clothing ○ Sun brim on hard hats ○ Safety glasses - UV rated ○ Use 30+ sunscreen on exposed skin ○ Adequate drinking water ○ Access to shade on breaks ○ Adequate breaks. • <u>Cold conditions. Ensure:</u> <ul style="list-style-type: none"> ○ Schedule warm-up breaks ○ Hold breaks inside ○ Dress warmly in layers ○ Stay dry (wet clothing chills the body rapidly) ○ Workers must get out of the cold as soon as they can if starting to feel symptoms ○ Alcohol, cigarettes, caffeine and certain medications increase susceptibility to cold. 		2M	
5. House keeping	Slips, trips & falls	3H	<ul style="list-style-type: none"> • Maintain housekeeping throughout the shift & clean-up • Ensure sufficient lighting to detect changes in level (using temporary lighting as required) • Do not jump from elevated edges >180mm, step carefully and use prepared access areas • The work area is clean and uncluttered as possible • Locate equipment where it will not become a tripping hazard • Check for stored items, corners or other obstructions that could cause tripping • Ensure there is room to manoeuvre the signs and no obstacles in the way • Check the end destination is prepared correctly • Clean up spills immediately 		2M	Supervisor and workers to ensure control measures followed

JOB TASK	HAZARDS	IR	CONTROL MEASURES		RR	RESPONSIBLE PERSON
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>			
			<ul style="list-style-type: none"> ○ Ensure correct tie-wire is used ○ Follow manufacturer's manual for the operation of tying tool ○ Ensure finger is removed from the trigger when not in use. 			
	Fire Burns	3H	<ul style="list-style-type: none"> • Ensure completed Hot Work Permit available at the site • Follow safety precautions on Hot Work Permit • Ensure not within 15m of: <ul style="list-style-type: none"> ○ Grass/vegetation/timber and other combustibles ○ Flammables storages ○ Gas maintenance access points ○ Pressure vessels and tanks (including pipelines, flanges, vents and valves) ○ Do not use in high temperatures, high winds or on days of Total Fire Bans • Check continuously for sparks or fire outbreak. Use a spotter if required • Ensure there is a fire extinguisher available • Do not lean into work. Ensure head (breathing zone) remains clear of possible contaminants or sparks • Direct sparks away from the body and other people • Wear a face shield • Using oxy acetylene. Ensure: <ul style="list-style-type: none"> ○ Ensure current (issue date with 5 years) Safety Data Sheets (SDS) is obtained for oxy-acetylene and accessible on-site ○ Correct PPE (gloves long sleeve pants and shirt, face protection) are worn ○ Hot off-cuts are constrained ○ Extended nozzles are not used for work in tight areas ○ Check for damage to hoses or equipment regularly ○ Ensure flashback arresters are fitted. 		2M	
14. HRCW On completion	Unauthorised access	3H	<ul style="list-style-type: none"> • If acceptable, remove or add barricades. 		2M	Supervisor to confirm all workers have signed out Workers to comply with controls
	Contact with electricity	3H	<ul style="list-style-type: none"> • Disconnect power tool/extension leads from power point before winding up, so that you don't get a shock if the lead is damaged • Inspect leads and power equipment for damage. 		2M	
	Security breach	3H	<ul style="list-style-type: none"> • All personnel sign-out on Site Register. 		2M	
	Struck by falling objects Falls	3H	<p><u>DISMANTLING MOBILE SCAFFOLD</u></p> <ul style="list-style-type: none"> ⚠ <i>Scaffold components are not to be dropped or thrown</i> • Wear a hard hat when dismantling scaffold 		2M	