

REFRIGERATION 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.
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THIS WORK ACTIVITY INVOLVES THE FOLLOWING “HIGH-RISK CONSTRUCTION WORK” (HRCW - IDENTIFIED IN THE JOB TASK COLUMN)

<input type="checkbox"/> Confined spaces	<input 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 checked="" 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
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>		
3. Handling and storage of refrigerants	<ul style="list-style-type: none"> • Fire • Asphyxiation • Reactive contact with other hazardous chemicals 	4A	<ul style="list-style-type: none"> • Cylinders should be stored in a cool, dry place and away from direct sources of heat • Free from fire risk and away from sources of heat and ignition. (<i>Designate as a no-smoking area</i>) • A well-ventilated area to ensure that no buildup of gas can occur if a cylinder leaks or a relief valve fails • Protect cylinders stored in the open against rusting and extremes of weather • Cylinders must be: <ul style="list-style-type: none"> ○ Clearly identified through compliant labelling at all times ○ Stored securely in a placarded position ○ Routinely checked for leakage by competent people ○ Protected from impact through the use of appropriate barricading ○ Isolated from other Hazardous Chemicals, at least 3m clear of any reactive substance/ material. 	2M	
4. Environment	Environmental impact	3H	<ul style="list-style-type: none"> • Noise & vibration - The plant is maintained to minimise noise • No noise produced outside council approved hours of operation • Engineering controls fitted to equipment (e.g. silencers) • Air quality - Water sprays or dust suppressants methods are in place • Waste - Place all wastes and rubbish in bins or other appropriate containers • Separate recycle waste from general waste • Do not mix waste with spoil • Fuels, oils & chemicals - Minimum amounts of hazardous substances kept on site • Labelled and securely stored • Refuelling of vehicles/equipment undertaken at least 6m from drains and waterways • Follow SDS directions for disposal of chemicals in approved waste containers • A spill kit is available at all times & spills cleaned up immediately follow SDS directions • Refrigerant recovery: <ul style="list-style-type: none"> ○ Contaminated refrigerant fully recovered ○ Do not mix refrigerants in the same cylinder ○ Do not overfill cylinders ○ All reclaim/recycled cylinders maintained, serviced and clearly marked per Australian Standards ○ All reclaim/recycled cylinders correctly cleaned and inspected for contamination before use by competent workers ○ Ensure no refrigerant escape to the atmosphere ○ Return waste /recovered refrigerant to supplier for correct disposal. • Waterways & soils - Do not wash out plant, equipment or containers where residue can enter waterways or drains 	2M	<p>Supervisors to check all controls in place and followed</p> <p>Workers to follow controls and make supervisor aware of any issues</p>

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"> ○ Check for contaminants (such as refrigerant oil). If any oil is present, determine if repairs are required ○ Tube piercing/line tap valves must be used only for temporary access and removed after service ○ Use virgin-refrigerant gas for charging ○ When complete, ensure appropriate labels are placed on the system to indicate the type of refrigerant used. <p>⚠ Note: <i>Where it is unclear the type of refrigerant gas already in a system, this must be vented and purged before charging.</i></p>		
	<ul style="list-style-type: none"> • Frostbite • Eye trauma 	3H	<ul style="list-style-type: none"> • Eye Protection • Refrigeration technicians and observers must wear approved safety glasses when: <ul style="list-style-type: none"> ○ Moving, connecting, and installing gas cylinders ○ Working on equipment, piping, and fittings containing refrigerant gasses ○ Charging or recovering from a refrigeration system ○ Welding • Hand Protection • Wear gloves for thermal protection • Keep a first aid kit where you can reach it (<i>expanding gasses can cause frostbite on contact</i>). <p>⚠ Frostbite First Aid:</p> <ul style="list-style-type: none"> ○ <i>Immerse in warm water. Use body heat or warm air if warm water is unavailable</i> ○ <i>Do not rub or massage the affected parts of the body</i> ○ <i>Do not apply dressings on intact skin</i> ○ <i>Seek medical assistance immediately.</i> 	2M	
	<ul style="list-style-type: none"> • Cuts • Lacerations 	3H	<ul style="list-style-type: none"> • Ensure workpiece secured. • Use gloves when handling blades or sharp items • Maintain visual contact with workpiece/tools • Direct cuts away from the body • Ensure grip and footing is secure • Do not carry tools in pockets • If using knives, ensure they are suitable for the task: <ul style="list-style-type: none"> ○ The correct size for the user and f task ○ Handle intact and non-slip ○ Use the smallest blade required for the job ○ Stable and efficient at cutting required material. 	2M	