Company Name:
Company Address:
ABN/NZBN:

SILICA DUST 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? ☐ **Yes** ☐ **No**	*If yes* – This SWMS must align with the 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***)**

☐ Confined spaces	☐ Mobile plant movement	☐ Demolition of a load-bearing structure	☐ Asbestos disturbance
☐ Using explosives	☐ Diving work	☐ Artificial extremes of temperature	☐ Tilt-up or pre-cast concrete

☐ Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services

☐ Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse

☐ Involves a risk of a person falling from 2m or more, including work on telecommunications towers ☐ Work in a ceiling space (W.A. Only)

☐ Working at depths greater than 1.5 metres, including tunnels or mines	☒ Work in an area that may have a contaminated or flammable atmosphere
☐ Work carried out adjacent to a road, railway or shipping lane, traffic corridor	☐ 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:

☐ L 1: Work on the ground or solid construction	☐ L 4: Use a fall arrest system, e.g., safety harness, catch platforms
☐ L 2: Use a passive fall restraint system, e.g., guard rails, scaffolding, EWP	☐ L 5: Implement administrative controls, e.g., signage, or instruction
☐ L 3: Use a work positioning system, e.g., travel restraint, rope access	☐ 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 using 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.

<table>
<tr><th>JOB TASK</th><th>HAZARDS</th><th>IR</th><th>CONTROL MEASURES
INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</th><th>RR</th><th>RESPONSIBLE PERSON</th></tr>
<tr><td>7. Respiratory PPE</td><td>Exposure to RCS</td><td>4A</td><td>• Undertake daily checks of guards, PPE, and exhaust ventilation equipment
• Wear respiratory protective equipment (RPE) such as a half-face negative respirator or powered air-purifying respirator (PAPR):
▪ Respiratory protection, e.g. P1/P2 face mask minimum:
❖ people medically fit to wear the face mask
❖ Issued to individuals
❖ A competent person conducts fit testing
❖ Complete facial seal (no facial hair)
❖ Correct cartridge for contaminant (see SDS for flammable vapour / concrete dust)
o Wear disposable or washable coveralls and eye protection
• Maintain a daily check of PPE and equipment.</td><td>2M</td><td>Supervisor and workers to ensure control measures followed</td></tr>
<tr><td>8. Using powered saws/grinder
• Brick or tile saws
• Handheld saws
• Walk-behind saws
• Floor and handheld grinders</td><td>Exposure to RCS</td><td>4A</td><td>• Never cut materials unless the use is controlled
• Minimise dust emissions by operating and maintaining tools according to the manufacturer's instructions
• Only use equipment that has an integrated water delivery system or a HEPA- filtered dust collection system
• Check guards have no visible damage before use

<u>Water delivery control method</u>
• The equipment must utilise a water delivery system that continuously supplies water to the working surface:
o Check water is flowing to the cutting area before making contact with the material
o Ensure spray guards are in place before commencing work
• Regularly clean the work area and surrounding areas
• Manage slurry to prevent it from drying out (cover or remove)

<u>Dust control method</u>
• The equipment must use an integrated HEPA-filtered dust collection system or a
• commercially available dust collection system with a dust collector rated to either M or H-Class per AS/NZS 60335.2.69.
o System to have a filter-cleaning mechanism
• When operating a grinder, ensure an airflow of ≥ 25 cubic feet per minute (cfm) per inch/ ~700 litres per 25mm of wheel diameter.</td><td>2M</td><td>Supervisor and workers to ensure control measures followed</td></tr>
</table>

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING **(IR)** BEFORE CONTROLS - RESIDUAL RISK-RATING **(RR)** AFTER CONTROLS*	RR	RESPONSIBLE PERSON
	Dust	3H	• Ensure water sprays or dust suppressants used • Where there is powered mobile plant movement generating dust use water spraying methods and cover loads on trucks while in transit • Clean up any slurry produced to prevent the slurry from drying and releasing silica dust into the air. Clean wet slurry with a shovel or a wet vacuum.	2M	
13. On completion	Exposure to RCS	4A	• Respiratory protective equipment used until all contaminated disposable coveralls and clothing has been removed and bagged for disposal, and personal washing completed • Clean up any slurry produced to prevent the slurry from drying & releasing silica dust into the air • Use damp rags to wipe down RCS-contaminated areas and equipment • Carefully roll or fold any plastic sheeting used to cover any surface within the RCS work area, so as not to spill any collected dust or debris • If necessary, use damp rags or a HEPA vacuum cleaner to clean any remaining visibly contaminated sections of the RCS work area • If possible, fully dismantle tools and decontaminate using the appropriate method in a controlled environment. ⚠ ***Never use compressed air for cleaning.***	2M	**Supervisor** and **workers** to ensure control measures followed
	Personal contamination	4A	• Ensure contaminated clothing is removed before leaving the work area (to ensure dust not transferred to other workplace areas). • Use a HEPA vacuum cleaner to remove apparent signs of contaminated material • Wipe coveralls, shoes, eye protection with a damp cloth • Wipe the respirator with a damp cloth – but do not remove • Remove coveralls, boots and any other PPE • Remove respirator • Wash face and hands with soapy water. Pay attention to under the fingernails ⚠ ***Never use compressed air for personal decontamination.***	2M	
	Equipment malfunction or damage	3H	• Maintain and test PPE/RPE following the manufacturer's instructions • Inspect all equipment and report to the supervisor if damaged ⚠ *Do not use if any fault/damage/missing parts. Report immediately and follow tag-out/lock-out procedures.*	2M	
14. Emergency response	• Injury • Fatality • Environmental damage	4A	• **For police, fire or ambulance, call '000.'** • Follow site emergency and evacuation procedures • A communication system is available, e.g. a mobile phone or radio • Check for dangers to self before helping others • Maintain control of the area and stabilise the situation	2M	**Supervisors** and **workers** ensure controls followed