SafetyDocs by SafetyCulture

Company Name:
Company Address:
ABN/NZBN:

Cool Room Repair 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 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 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 *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
6. Manual tasks	Musculoskeletal Disorder (MSD) injuries	3H	• Materials/equipment placed as close to the work area as possible • Weight of an object should be known; avoid lifting loads more than 1/4 of your body weight • Do not use extreme force to move items • Lifted items should be held close to the body whenever possible: ○ Keeping knees bent and back straight and lift, unload keeping knees bent • Use team lifts and mechanical means for heavy items • Schedule regular breaks and practice job rotation • Avoid overreaching, long periods of repetitive movements, awkward and sustained positions, twisting and side-bending • If working on knees, use knee-pads as required • Provide trestles/benches to place workpieces on to reduce manual handling risks (between shoulder and knee height).	2M	**Supervisor** and **workers** to ensure control measures followed

7. **HRCW** Delivery, set-up & removal of EWP	Contact & damage to electric lines	4A	⚠ ***All work should be undertaken with reference to the applicable State/Territory documents relating to undertaking work near overhead assets***
			• When setting up and operating the plant, ensure it is not close to electrical power lines. Check for:
			  ○ Overhead power lines (including high and low voltage distribution conductors
			  ○ Single wire earth return (SWER)
			  ○ Service cables to premises
			  ○ Communications cables
			  ○ Electrical transformers (mounted lower than cables)
			• Identify the maximum range of equipment and how close equipment or load can come to the asset (known as design envelope) The following dimensions are taken from the closest point of an extended component of the plant, e.g. extended long reach boom. In general:
			  ○ 3m above, either side and below power lines is No Go Zone
			  ○ Between 3-6.4m of power lines, a Spotter is required
			  ○ Further than 6.4m of power lines is an open area
			  ○ No work to be conducted within a 10m radius of SWER transformer.
			⚠ ***Do not conduct work within Minimum Clearance Zones without written permission from the power supplier***
			⚠ ***Spotter required where any part of the plant is within 6.4m of the power line.***
				2M	**EWP operator** to follow controls
					
					Supervisor to monitor EWP location and ensure spotter is engaged

	Asphyxiation	4A	• Always operate the machine in a well-ventilated area to avoid carbon monoxide poisoning.	2M	
	• Plant rollover • Struck by mobile plant	4A	• Verify the work ground/floor is suitable for the particular machine • Ensure the ground/floor is safe and approved for use by a competent person. • Monitor and maintain the ground/floor for the duration of the work	2M	

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON

8. HRCW System evacuation			• Adequate, effective supervision maintained
			• Effective ventilation maintained to ensure a safe atmosphere
			• Ensure the system is de-pressurised (isolate from power and dissipate energy as part of lock-out/tag-out program)
			• Ensure pressure is at a zero state (or minimal level as instructed by the manufacturer, example: less than 117Pa / 0.01 psi)
			• Apply valve locks/tags as required. Monitor to ensure no re-build of pressure
			• Cleaning and flushing:
			  ○ System cleaning and flushing conducted in accordance with the manufacturer's instruction
			  ○ Positive refrigerant identification (SDS readily available)
			  ○ Positive cleaning/flushing agent identification (SDS readily available).
					controls in place and followed
					
					Technician to follow controls

	Frostbite	3H	• Refrigeration technicians and observers must wear approved safety glasses when:
			  ○ Moving, connecting, and installing gas cylinders
			  ○ Working on equipment, piping, and fittings containing refrigerant gasses
			  ○ Charging or recovering from a refrigeration system
			  ○ Welding
			• Wear gloves for thermal protection
			• Keep a first aid kit where you can reach it (*expanding gasses can cause frostbite on contact*).
				2M	

9. HRCW Cleaning & flushing	Fire/explosion	4A	• System cleaning and flushing conducted in accordance with the manufacturer's instruction • Positive refrigerant identification (SDS readily available) • Positive cleaning/flushing agent identification (SDS readily available).	2M	**Technician** to follow controls
10. HRCW Refrigerant charging	Fire/explosion	4A	• Follow manufacturer's instructions for charging. • Workers are licensed to handle fluorocarbon refrigerant (Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995) • Relevant information/guidance / Codes of Practice provided to workers • Charging to be carried out in compliance with AS/NZS 1677.2:1998 • Conduct leak tests as required on existing systems • Check for contaminants (such as refrigerant oil). If 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	2M	**Supervisors** to check all controls in place and followed **Technician** to follow controls