SafetyDocs by SafetyCulture

Company Name:
Company Address:
ABN/NZBN:

GROUND WATER FLOW TESTING 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
			• **Waste** - place all wastes and rubbish in bins or other appropriate containers • Separate recycle waste from general waste • **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.		
7. House keeping	Slips, trips & falls	3H	• Maintain housekeeping throughout the shift & clean-up • Clear the work area around the test bore of an obstacle, i.e., logs, holes and rocks for approx. 100m2 • 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 and no obstacles in the way • Check the end destination is prepared correctly for equipment and materials • Ensure footwear is suitable. Snug-fitting shoes/boots with flat, non-slip soles, no loose soles, long laces, oily soles, or caked with mud or other contaminants	2M	**Supervisor** and **workers** to ensure control measures followed
8. Manual tasks	Musculoskeletal Disorder (MSD) injuries	3H	• When possible use the vehicle to lower the equipment down the borehole rather than manual lowering • 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	2M	**Supervisor** and **workers** to ensure control measures followed

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
	Heat stress	3H	• Ensure workers can recognise heat stress symptoms: • Mild heat stress: ○ Tired/weak ○ Muscle cramps ○ Feeling sick or vomiting • Severe heat stress: ○ Headache ○ Rapid pulse ○ Profuse sweating ○ Irritability or confusion ○ Blurred vision • More severe symptoı can include loss of consciousness • Ensure adequate drinking water is supplied. Relevant workers should be encouraged to drink a cup of water (about 200 mL) every 15 to 20 minutes when working in hot environments.	2M	
	Fatigue	3H	• Once a test commences, it cannot be interrupted until the specified time, i.e., 48hrs, ensure: ○ There are adequate workers to check operations (2 or more) ○ Ensure meal/refresher breaks are taken at regular intervals to maintain energy levels. Particularly if they have worked during part of the day, they will need time to rest & recover sufficiently to work safely into the evening/night.	2M	
10. HRCW On completion	Damaged/lost equipment	3H	• Check that all equipment is packed up and loaded onto the transport vehicle • Inspect equipment for any damage/leaks. If damaged report immediately and take out of service • Notify appropriate people on arrival • Report any difficulties encountered on the route.	2M	**Supervisor** to confirm job completion & contact the nominated contact person **Workers** to comply with controls
	Electric shock	4A	• Disconnect power tool/extension leads from power point before winding up so that you don't get a shock if the lead is damaged.	2M	
	Lack of notification	3H	• Follow the Communication and Call-in Logs and notify the nominated contact person that you are leaving the site.	2M	
11. Emergency response	• Injury • Fatality • Environmental damage	4A	⚠ *FOLLOW EMERGENCY RESPONSE PROTOCOLS* CALL *000* IMMEDIATELY *(If the mobile phone is out of range use 112)* • If contact cannot be made by 2-way radio or phone and there is a grave and imminent danger to life situation, then the EPIRB should be deployed by the person at the remote location. When activated, it will emit a distinctive radio signal continuously for up to 4 days on the international distress frequencies. The EPIRB must remain activated until rescue has been completed	2M	**Supervisors** and **workers** ensure controls are followed