

## SCREENER MOBILE SAFE WORK METHOD STATEMENT (SWMS)

Business Contact:	Phone #:	Principal Contractor (PC):
Responsible person <i>(for monitoring SWMS and work)</i> :		PC Address:
Signature:	Date:	PC Phone #: <span style="float: right;">Date SWMS provided to PC:</span>
Contact Phone #:		Job Site Address:

<b>SITE MANAGEMENT PLAN</b>	Is the work associated with a Construction Project? <input type="checkbox"/> Yes <input type="checkbox"/> No	<i>If yes</i> – 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 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 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.

Personal Protective Equipment (PPE)												
FOOT PROTECTION	HEARING PROTECTION	HIGH VISIBILITY	HEAD PROTECTION	EYE PROTECTION	FACE PROTECTION	HAND PROTECTION	PROTECTIVE CLOTHING	BREATHING PROTECTION	SUN PROTECTION	SAFETY HARNESS	SEAT BELT	
												
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
JOB TASK	HAZARDS	IR	CONTROL MEASURES								RR	RESPONSIBLE PERSON
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>									
1. Check weather conditions & prepare	Extreme weather	3H	<ul style="list-style-type: none"> <li>Check weather conditions – do not work in extreme conditions</li> <li>Reschedule works to work in more moderate temperatures.</li> </ul>								2M	<b>Supervisor</b> to maintain awareness of weather conditions  <b>Operator</b> to follow controls
	Hyperthermia Hypothermia	3H	<ul style="list-style-type: none"> <li>Ensure vehicle cabin is air-conditioned</li> <li>Workers trained to recognise the symptoms of hyperthermia and hypothermia</li> <li><u>Hot conditions. Ensure:</u> <ul style="list-style-type: none"> <li>Suitable protective clothing</li> <li>Sun brim on hard hats</li> <li>Safety glasses - UV rated</li> <li>Use 30+ sunscreen on exposed skin</li> <li>Adequate drinking water</li> <li>Access to shade on breaks</li> <li>Adequate breaks.</li> </ul> </li> <li><u>Cold conditions. Ensure:</u> <ul style="list-style-type: none"> <li>Schedule warm-up breaks</li> <li>Hold breaks inside</li> <li>Dress warmly in layers</li> <li>Stay dry (wet clothing chills the body rapidly)</li> <li>Workers must get out of the cold as soon as they can if starting to feel symptoms</li> <li>Alcohol, cigarettes, caffeine and certain medications increase susceptibility to cold.</li> </ul> </li> </ul>								2M	
2. Working alone	Emergency	4A	<ul style="list-style-type: none"> <li>Ensure a second person knows your location and expected time of return</li> <li>Use mobile phone, telephone or radio to periodically check-in</li> <li>Communication equipment within easy reach at all times</li> <li>Take extra care to work safely and methodically</li> <li>Have first aid kit readily available and stocked appropriately</li> <li>Where the risk assessment has identified particularly high-risk tasks, utilise a second person (buddy) to assist or backup               <ul style="list-style-type: none"> <li>Do not expose both people to the hazard simultaneously. The second person should be within sight, but safely removed from the immediate area</li> <li>The 'buddy' must be trained in the specific activities the worker he/she is observing for is undertaking, be properly equipped with emergency equipment, and be capable of undertaking pre-planned rescue or emergency operations where needed.</li> </ul> </li> </ul>								2M	<b>Operator</b> to maintain call log ins

## HIERARCHY OF CONTROLS

MOST EFFECTIVE



LEAST EFFECTIVE

## RISK MATRIX

### STEP 1: DETERMINE LIKELIHOOD: What is the possibility that the effect will occur?

	CRITERIA	DESCRIPTION
ALMOST CERTAIN	Expected in most circumstances.	The effect is a common result.
LIKELY	Will probably occur in most circumstances.	The effect is known to have occurred previously.
POSSIBLE	Could possibly occur at some time.	The effect could occur. I've heard of it happening before.
UNLIKELY	Unlikely but possible.	The effect could occur, but I have not heard of it happening before.
RARE	Highly unlikely to occur.	The effect is practically impossible.

### STEP 2: DETERMINE CONSEQUENCE: What will be the expected effect?

LEVEL OF EFFECT	EXAMPLE OF EACH LEVEL
INSIGNIFICANT	No effect – or so minor that effect is acceptable.
MINOR	Minor first aid treatment, minimal business disruption, minimal environmental effect.
MODERATE	Serious injuries, medium business interruption, medium environmental impact.
MAJOR	Extensive injuries/fatality, significant business interruption, environmental harm, prosecution.
CATASTROPHIC	Multiple permanent disability/fatalities, business failure, substantial environmental harm, prosecution/imprisonment.

### STEP 3: DETERMINE THE RISK SCORE:

EFFECT LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
ALMOST CERTAIN	2 Mod.	2 Mod.	3 High	4 Acute	4 Acute
LIKELY	2 Mod.	2 Mod.	3 High	4 Acute	4 Acute
POSSIBLE	1 Low	2 Mod.	2 Mod.	3 High	4 Acute
UNLIKELY	1 Low	1 Low	2 Mod.	3 High	4 Acute
RARE	1 Low	1 Low	2 Mod.	2 Mod.	3 High

### STEP 4: RECORD RISK

SCORE	ACTION
<b>4A: ACUTE</b>	<b><u>DO NOT PROCEED until risk level is reduced:</u></b> immediately introduce high-level controls. <i>Re-assess before proceeding.</i>
<b>3H: HIGH</b>	<i>Review before commencing work.</i> Introduce new controls and/or maintain high-level controls to lower the risk level. Controls are to be monitored frequently.
<b>2M: MOD.</b>	<i>Maintain control measures.</i> Be cautious when working. Monitor and review regularly.
<b>1L: LOW</b>	<i>Record and monitor.</i> Proceed with work. Regularly review risks.