

STAINLESS STEEL BENCH-TOP-SPLASHBACK 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)

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| <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 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:

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| <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	Do not wear rings, watches or jewellery that may become entangled. Long and loose hair must be tied back.
											<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. Provide training on the health effects associated with RCS	Exposure to respirable crystalline silica (RCS) – dust inhalation	3H	<ul style="list-style-type: none"> • Training and Information provided to workers on RCS should include: <ul style="list-style-type: none"> ○ Identification of RCS dust through Safety Datasheet (SDS) or labels ○ Dust exposure prevention strategies ○ Checking controls are working and using them ○ When and how to use any respiratory protective equipment provided and what to do if something goes wrong (Including worker respirator fit and check processes). 							2M	Supervisor
2. Arrival on-site & assess onsite conditions	Personal injury, property damage &/or environmental incident	3H	<ul style="list-style-type: none"> • The vehicle should be positioned in a safe location, clear of traffic/vehicles/pedestrians during equipment delivery and materials removal (deploy physical barriers, caution signs as necessary) • Do not park illegally • Identify and obey all safety-related signage (check site entry requirements) • Report to Site Supervisor • Ensure site-specific induction undertaken • Assess mobile phone reception • The worksite is exactly as detailed in Terms of Agreement or contract • Complete a JSA specifying the control measures of unanticipated hazards. 							2M	Supervisor to check the site and conduct JSA where necessary
	Fire	4A	<ul style="list-style-type: none"> • Ensure completed Hot Work Permit available at the site • Follow safety precautions on Hot Work Permit • Note: Do not conduct work that is not listed on the Hot Work Permit. If other Hot Works are required, obtain Hot Work Permit for that task before commencement. 							2M	
3. Work area set-up	Breach of work zone	3H	<ul style="list-style-type: none"> • Establish an exclusion zone for other workers and the public. i.e., those not associated with the activity. This zone should be clearly defined by signage and hazard marking tape or flagging • Maintain awareness of unauthorised people attempting to enter or entering the work area • If members of the public or unauthorised personnel enter the exclusion zone, stop work until removed from the work zone. 							2M	Supervisors to check all controls in place and followed

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"> Wear rubber insulated shoes Never attempt to use pipes or other infrastructure as part of the welding circuit. (<i>Shocks to others may occur</i>) If welder stops working or requires maintenance always turn off the power and disconnect from main power before removing panels or accessing welder. (<i>Contacting a lead inside the welding set with the power still on can result in a serious electric shock</i>). 		
	Welding flash Eye injury	3H	<ul style="list-style-type: none"> Remove non-essential workers and make other people in the area that welding operations will be occurring and not to look at the flash Always wear a welding mask when welding Ensure welding masks have suitable lens rating Ensure an opaque screen is used to protect the eyes of others within the vicinity of welding operations. 	2M	
	Heat stress	3H	<ul style="list-style-type: none"> If hot work takes place in a very hot environment, allowing the workers to work for a limited time followed by a suitable rest and cooling-off period will reduce the risk of heat exhaustion Workers should drink cool drinking water during regularly scheduled rest breaks Avoid working alone in hazardous working environments 	2M	
	Hearing loss	3H	<ul style="list-style-type: none"> Hearing protection worn by all people throughout exposure to noise. 	2M	
9. HRCW On completion	Unauthorised access	3H	<ul style="list-style-type: none"> If acceptable, remove or add barricades. 	2M	Supervisor to confirm all workers have signed out
	Contact with electricity	3H	<ul style="list-style-type: none"> Disconnect power tool/extension leads from power point before winding up so that you don't get a shock if the lead is damaged Inspect leads and power equipment for damage. 	2M	
	Security breach	3H	<ul style="list-style-type: none"> All personnel sign-out on Site Register. 	2M	Workers to comply with controls
	Vehicle/people impact	4A	<ul style="list-style-type: none"> Stay to designated access and egress routes Maintain awareness of surroundings. 	2M	
10. Emergency response	<ul style="list-style-type: none"> Injury Fatality Environmental damage 	4A	<ul style="list-style-type: none"> 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 Apply first aid to the injured worker Complete an incident report. Refer to your SWMS implementing instructions for further specific emergency responses. 	2M	Supervisors and workers ensure controls followed