

STONE WORK CONSERVATION-RESTORATION 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 checked="" 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.

JOB TASK	HAZARDS	IR	CONTROL MEASURES		RR	RESPONSIBLE PERSON
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>			
7. House - keeping	<ul style="list-style-type: none"> Slips Trips Falls 	3H	<ul style="list-style-type: none"> Maintain housekeeping throughout the shift & clean up 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 as clean and uncluttered as possible Do not place equipment where it could become a trip 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 the placement of the materials/equipment Clean spills immediately Remove waste/debris daily to the industrial skip bin to prevent buildup on site. 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 are followed.
8. HRCW Pick-up, transporting / delivery of materials & equipment	Powered mobile plant movement, e.g. forklift	4A	<ul style="list-style-type: none"> When outside of the cabin, check constantly for changing hazards at all times. Ensure: <ul style="list-style-type: none"> High visibility clothing worn at all times Do not walk directly in front of the loading dock without ensuring the area is clear of moving vehicles. Generally, walk along the side of the aisle or marked walkways Do not stand behind reversing vehicles Do not enter "no-go zones" for pedestrians Maintain Alertness at all times. Listen for: <ul style="list-style-type: none"> Reversing alarms/beepers Calls from Plant Operators Safety/warning signs, spotters, and traffic barriers. Must be obeyed as required Follow traffic management plan requirements. <i>NOTE: Some traffic management plans may say that pedestrians have the right of way. Never assume this. Make visual and verbal contact with the plant operator as required.</i> 		2M	Supervisors to check all controls are in place and followed. Workers are to follow controls and make the supervisor aware of any issues.
	Loss of load	3H	<ul style="list-style-type: none"> Load restraint: the load is secured in a way that ensures: <ul style="list-style-type: none"> The load does not make the vehicle unstable or unsafe The GVM is not exceeded It is secured, so it won't move in any way The load restrained using an appropriate load restraint method such as rated webbing straps Smaller items carried in open trays during transport should be covered using a cargo net or tarpaulin The load does not project from your vehicle in a way that is likely to injure a person, obstruct the path of other drivers or pedestrians, or damage another vehicle Heavy items such as white goods restrained to headboards 		2M	

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19. Emergency response	Lack of action during an emergency	4A	<ul style="list-style-type: none"> In case of an emergency, follow established emergency procedures. If first aid is needed, apply if you're trained or seek someone trained. 		2M	Supervisors and workers ensure controls are followed.
	Delayed emergency response	4A	<ul style="list-style-type: none"> Immediately call for emergency help if the situation is severe. Keep emergency contact numbers readily accessible. 		2M	
	Inability to evacuate during an emergency	4A	<ul style="list-style-type: none"> Know the evacuation procedures and routes for your worksite. Participate in evacuation drills if they're conducted. 		2M	
	Continuing work in an unsafe environment post-emergency	4A	<ul style="list-style-type: none"> Do not continue work until a competent person has declared the site safe after an emergency. Report any remaining hazards to your supervisor. 		2M	
20. Incident Management	Inadequate incident reporting	3H	<ul style="list-style-type: none"> If an incident occurs, immediately report it to your supervisor or manager. Fill out an incident report form with all relevant details, including the date, time, people involved, and a description of what happened. 		2M	Supervisors and workers ensure controls are followed.
	Not learning from incidents	3H	<ul style="list-style-type: none"> Participate in any debriefs or safety meetings following incidents. Take note of any procedure changes or safety measures resulting from incident reviews. 		2M	
	Repeated incidents	3H	<ul style="list-style-type: none"> Follow all revised safety procedures after an incident. If you notice a recurring safety issue, report it to your supervisor for further action. 		2M	
	Failure to comply with legal requirements	3H	<ul style="list-style-type: none"> Cooperate with any investigations following serious incidents. Provide accurate and complete information to investigators as requested. 		2M	