

SAFE WORK METHOD STATEMENT	SWMS1410 Working in or Near Water		
Reference documents	Work Health & Safety Act 2011 and Regulation's 2017, How to manage work WHS risks: Code of practice 2011, P28 Energy Isolation & Barricading, P23 Emergency Preparedness and First Aid, P28 Energy Isolation & Barricading, P23 Emergency Preparedness and First Aid, P20 Inspection, Testing and Monitoring P12 Managing plant P13 Working at Height		
SWI:	SWI191 – Tag Out, SWI107 – Working from Boats		
Training and Competencies	Working at heights, Isolation and Barricading, National Licence to perform High risk work, Emergency Training, first aid training, Issue permits to work. Construction induction White Card.		
Safety data Sheets	As required		
Personal Protective Equipment	High visibility clothing, safety footwear, safety glasses, task appropriate gloves, hard hat, additional P.P.E to be determined by Risk Assessment.		
Plant and Equipment	Boat, barge, powered equipment, Karabiner, harness, Lanyard		
Inspection and Testing	<ul style="list-style-type: none"> • The travel restraint or fall arrest system must be tested every 6 months. • Records are to be maintained for the lesser of 4 years or the life of the system. • Before work starts each day, a competent person will check the work activity for the day. • Weather conditions. • Proximity to other services. • All workers to be advised of any changes to the worksite before work commences. 		
Hazardous Chemicals and Dangerous Goods			
High Risk Work <i>Indicate if any of the HIGH risk activities are performed by workers</i> <input type="checkbox"/>	<input checked="" type="checkbox"/> Where there is a risk of a person falling more than two metres.	<input type="checkbox"/> On in or adjacent to roadways, railways, shipping lanes or other traffic corridor.	<input checked="" type="checkbox"/> In, over or adjacent to water or other liquids where there is a risk of drowning.
	<input type="checkbox"/> At workplaces where there is any movement of powered mobile plant.	<input type="checkbox"/> Involving the use of explosives.	<input type="checkbox"/> In an area where there are artificial extremes of temperature.
	<input type="checkbox"/> On or near energised electrical installations or services.	<input type="checkbox"/> Involving a trench or shaft if the excavated depth is more than 1.5 metres.	<input type="checkbox"/> On or near pressurised gas distribution mains or piping.
	<input type="checkbox"/> Involves structural alterations or repairs that require temporary support to prevent collapse.	<input type="checkbox"/> Involving a confined space.	<input type="checkbox"/> On or near chemical, fuel or refrigerant lines.
	<input type="checkbox"/> Involving tilt-up or precast concrete.	<input type="checkbox"/> On telecommunications towers.	<input type="checkbox"/> Involving diving.

	<input type="checkbox"/> Involving removal or likely disturbance of asbestos	<input type="checkbox"/> In an area that may have a contaminated or flammable atmosphere.	<input type="checkbox"/> Involves demolition of an element of a structure that is load-bearing or otherwise related to the structural integrity of the structure.
	<input type="checkbox"/> Involving a tunnel.		
SWMS Prepared by:	Name and signature:		Date:
Authorised by:	Name and signature:		Date:

***SWMS are to be reviewed as per the Document Control Procedure or when there has been a change to the Task / Process or Legislation.**

Job Step	Hazard	Risk	Initial Risk Rating E,H,M,L	Control Measures <i>Controls have been identified using the hierarchy of controls</i>	Responsibility <i>Who</i>	Residual Risk Rating E,H,M,L
Pre-Start	<ul style="list-style-type: none"> Lack of information provided to workers 	Injury or illness.	H	<ul style="list-style-type: none"> Pre-start tool box meeting to ensure all staff are fully aware of the scope of work before work commences. Ensure all persons have undertaken a site-specific induction. 	Supervisor	L
Investigations, Inspections Viewing and Measuring	<ul style="list-style-type: none"> Being hit by vehicles 	Injury or death	H	<ul style="list-style-type: none"> Spotter may be required for the activity. Park vehicle clear of roadway. Vehicle to have warning device Workers to wear Hi-Viz clothing. Perform a risk assessment. If crossing road in gaps there must be a sight distance 	Supervisor	L
Working at heights where an object or person can fall from one level to another	Falling 2m or more while undertaking work.	Injury or death	E	<input checked="" type="checkbox"/> <ul style="list-style-type: none"> SWMS1410 Working at Heights to be used. Worker are trained and competent SCC Risk Assessment checklist 	Supervisor and Competent Persons	M
Work on water using boats or barges	<ul style="list-style-type: none"> Drowning. 	Injury or death	E	<ul style="list-style-type: none"> Persons operating boat will have a boat licence and be competent in the use of outboard boat operation Ensure there is a personal flotation device (PFD Type 1) for each person on board the boat in an easily accessible location. PFD's must 	Supervisor and Competent Persons	M

Job Step	Hazard	Risk	Initial Risk Rating E,H,M,L	Control Measures <i>Controls have been identified using the hierarchy of controls</i>	Responsibility <i>Who</i>	Residual Risk Rating E,H,M,L
	<ul style="list-style-type: none"> Coming into contact with live parts. Contact with Hazardous substances 		E	<ul style="list-style-type: none"> be worn at all times. The PFD Type 1 may be a self-inflating style A site specific risk assessment must be performed as to the need for a boat to be used. The task being performed whilst in the boat must be risk assessed. Loads must be assessed to ensure the boat is capable of carrying it. Ensure you have sufficient communications. As a minimum, RCD's must be used for any electrical equipment being used. (Air or battery tools preferred) 	Supervisor and Competent Persons	M
Working in water	<ul style="list-style-type: none"> Drowning. Coming into contact with live parts. Contact with hazardous substances 	Injury or death	E	<ul style="list-style-type: none"> A site specific risk assessment must be performed in relation to the task being performed whilst semi submerged in water. Ensure workers utilise one of the methods above to ensure they are not at risk of falling into deeper water. Ensure adequate PPE is used. As a minimum, RCD's must be used for any electrical equipment being used. (Air or battery tools preferred) 	Supervisor and Competent Persons	M
General Safety	<ul style="list-style-type: none"> Falling from height Drowning 		E	<ul style="list-style-type: none"> The person undertaking the work over water on a structure, where required, will be attached to the travel restraint system at all times. The person working on or near water on a structure will wear the appropriate PPE The observer will be on site at all times 	Supervisor and Competent Persons	M

Job Step	Hazard	Risk	Initial Risk Rating E,H,M,L	Control Measures <i>Controls have been identified using the hierarchy of controls</i>	Responsibility <i>Who</i>	Residual Risk Rating E,H,M,L
				<ul style="list-style-type: none"> while work is being carried out. The worker shall be capable of swimming. 		
Public Safety / Pedestrians Pedestrians walking past worksite	<ul style="list-style-type: none"> Movement of plant Falling objects Falls from height Contact with live parts 	Members of the public suffering injury or death	E	<ul style="list-style-type: none"> Keep unauthorised persons out of the work site. Instigate Traffic Management Plans and Traffic Control if necessary. Reduce vehicle speed around the work site. Pedestrian signage is to be installed. Where required, clearly signed alternative safe laneways shall be made available for pedestrians. Laneways crossing kerb and channelling shall have non-slip ramps suitable for wheelchairs, baby strollers, pedestrian scooters and aged or disabled persons. Plan and use safe vehicle access. Schedule working hours so as to limit exposure to the public. 	Supervisor, Competent Persons and Workers	M
Completion of work	<ul style="list-style-type: none"> Energy services/ Stored energy Lack of communication Storage of safety equipment 	Serious injury or illness Injury or illness Injury or illness	H	<ul style="list-style-type: none"> Competent person completes de-isolation of services Complete SCC Permit to work and return to Supervisor (if applicable) Debrief to stake holders status of the work site Appropriately dispose of any rubbish or unwanted materials Ensure safety equipment is stored in a clean and protected bag or other 	Supervisor, Competent Persons and Workers	L

Job Step	Hazard	Risk	Initial Risk Rating E,H,M,L	Control Measures <i>Controls have been identified using the hierarchy of controls</i>	Responsibility <i>Who</i>	Residual Risk Rating E,H,M,L
	<ul style="list-style-type: none"> Towing boat and trailer 	Injury to persons or damage to plant and equipment	H	secure location <ul style="list-style-type: none"> Any faulty equipment is tagged out of service and reported Any hazardous materials are contained and disposed of correctly <ul style="list-style-type: none"> Ensure boat and trailer are properly secured to the vehicle prior to transporting (walk around check to be carried out) Spotter to be used when reversing. 	Supervisor, Competent Persons and Workers	L

LIKELIHOOD How likely is it to happen? ↓	E=EXTREME H=HIGH M=MEDIUM L=LOW				
	← CONSEQUENCES – How severely could it affect health and safety? →				
	CATASTROPHIC Kill or cause Permanent Disability	MAJOR Serious Illness or Injury	MODERATE Medical Attention, Time off Work	MINOR First Aid Required	INSIGNIFICANT No Injuries
ALMOST CERTAIN Is expected to occur	E	E	H	H	M
LIKELY Will probably occur	E	H	H	M	M
POSSIBLE Might occur	H	H	H	M	L
UNLIKELY Could occur	H	M	M	L	L
RARE May occur only in exceptional circumstances	H	M	M	L	L

Risk Level	Required Action
Extreme	Act immediately: The proposed task or process activity must not proceed. Steps must be taken to lower the risk level to as low as reasonably practicable using the hierarchy of controls.
High	Act today: The proposed activity can only proceed, provided that: The risk level has been reduced to as low as reasonably practicable using the hierarchy of controls. The risk controls must include those identified in legislation, Australian Standards, Codes of Practice etc. and The document has been reviewed and approved by the supervisor and A Safe Working Procedure or Safe Work Method has been prepared and The supervisor must review and document the effectiveness of the implemented risk controls
Medium	Act this week: The proposed task or process can proceed, provided that (i) The risk level has been reduced to as low as reasonably practicable using the hierarchy of controls and The document has been reviewed and approved by the supervisor and A Safe Working Procedure or Safe Work Method has been prepared.
Low	Act this month: Managed by local documented routine procedures which must include application of the hierarchy of controls.

