

SAFE WORK METHOD STATEMENT		SWMS1411 Working on or Near Pressurised Gas Main or Piping		
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, P20 Inspection, Testing and Monitoring P12 Managing plant P13 Working at Height, P16 Confined Spaces.			
SWI:	SWI3 Backhoe, SWI5 Bulldozer, SWI18 Elevated Work Platform, SWI19 Excavator, SWI91 Tag out			
Training and Competencies	Working at heights, Isolation and Barricading, National Licence to perform High risk work, Confined Space training, Emergency Training, First aid training, Issue permits to work.			
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	As determined by SWMS			
Inspection and Testing	<ul style="list-style-type: none"> Working at heights equipment inspected and tagged Confined Space Equipment and Emergency Equipment inspected as per manufacturers requirements. Supervisor to check that pre-start checks are completed in log books or check sheets before work commences. Exclusion zones and hazard warning signs (where required) be displayed before work commences. Effective reliable communications available on site. Check barricading is in place each day. 			
Hazardous Chemicals and Dangerous Goods	As required in SWMS			
High Risk Work <i>Indicate if any of the HIGH-risk activities are performed by workers</i>	<input 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 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 checked="" 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	

	<input type="checkbox"/> Involving a tunnel.		structural integrity of the structure.
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	Lack of information provided to workers	Injury or Illness	H	<ul style="list-style-type: none"> Pre-start briefing to ensure all staff are fully aware of the scope of work before work commences. Ensure all workers have undertaken site specific induction. Pressure system be depressurised and evacuated 	Supervisor and Competent Person	L
Investigations, Inspections, Viewing and Measuring	Being hit by vehicles	Injury or death	E	<ul style="list-style-type: none"> Spotter may be required for 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 and Worker	L
General Safety	Fire or explosion	Injury or death	E	<ul style="list-style-type: none"> Ensure all workers are competent of performing the required work. Relevant training is to be provided. 	Supervisor	M
Underground Services	Heat stress, engulfment in a tunnel or confined space	Injury or death	E	<ul style="list-style-type: none"> Ensure all workers are competent of performing the required work. All underground services are to be identified prior to commencing work (Dial before you dig 1100). Ensure services locations are correctly verified by a plan, on the ground and depth indicated Pothole to ensure adequate 	Supervisor and Competent Person	M

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				<p>clearance from underground services. (DON'T rely on sand or caution tape to assist with marking of services).</p> <ul style="list-style-type: none"> • SCC Permits to work are in place • Rescue plan is communicated at pre – start brief to all persons • Rescue plan P18.F01 to be used. • SWMS 1416 work on or near Energised Electrical Installations or Services to be referenced. 		
Hazardous materials	Fire, explosion or contamination	Injury or death	E	<ul style="list-style-type: none"> • Hazardous Chemicals, dangerous goods and other chemicals must be used in accordance with the SDS requirements for the chemical being used. • All instructions for use given by the manufacturer must be followed. • Appropriate washing facilities are to be provided on site to wash chemicals off the hands and skin. (eye wash /shower stations) • PPE to be worn • Reference SWMS 1418 Hazardous Chemicals and Dangerous Goods 	Supervisor and Competent Person	M
Cranes/Mobile Equipment	Falling objects, persons being struck by plant	Injury or death	E	<ul style="list-style-type: none"> • Ensure all workers are competent of performing the required work. • SCC Permits to work are in place • Traffic management plan • Spotter may be required for the activity. • Plant is to be safe for the purpose for which it is provided. • The plant is to be inspected and serviced as per the manufacturer's requirements. • Daily pre-start checks are to be 	Supervisor and Competent Person	M

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				<ul style="list-style-type: none"> recorded on log books or check sheets. Reference SWMS 1413 Working in an area with Movement of Powered Mobile Plant 		
Site Barricading/Signage	Falling from height, contact with cranes, loads or moving plant	Injury or death	E	<ul style="list-style-type: none"> Ensure that the site is adequately barricaded and signed. Keep unauthorised person out of the site SCC Permits to work are in place Ensure all workers are competent of performing the required work. Ensure appropriate warning signs are erected. Ensure exclusion zone is flagged and the safety observer zone is highlighted within the barricaded area. 	Supervisor	M
Work at Heights	Persons falling from height, persons being struck by falling equipment	Injury or death	E	<ul style="list-style-type: none"> Check equipment as per manufactures guidelines/Australian Standards 3 Points of contact on ladders Check equipment has been tested and tagged (where required) Check EWP and crane test certificates are up to date Fit harness as instructed in working at heights training. Attach harness to secure anchor point, maintain attachment at all times Traffic Management plan may be required. Spotters are in place. Set-up exclusion zones under drop site 	Supervisor and Competent Person	M

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				<ul style="list-style-type: none"> • Ensure tools are in tool bags or have lanyards attached • SCC Permits to work are in place • Workers trained and competent • SWMS 1409 Working at Heights to be referenced 		
Live Services	Contact with live services	Electrocution injury or death	E	<ul style="list-style-type: none"> • Dial before you dig • All overhead cables shall be treated as live electrical cables unless confirmed in writing by the cable Provider. • Check "Exclusion Zone Chart "for allowed operating distance near live parts. • SCC Permits to work are in place. • Persons to be trained and competent • Rescue plan is communicated at pre – start brief to all persons. • Rescue plan P18.F01 to be used. • SWMS 1416 work on or near Energised Electrical Installations or Services to be referenced. 	Supervisor and Competent Person	M
Trench Work	Fall from height, engulfment or trench collapse	Injury or death	E	<ul style="list-style-type: none"> • Dial before you dig. • Site specific risk assessment to be carried out. • Person to be trained and competent. • Obtain information in regards to soil conditions, water sources, surface drainage, slopes, types of soils, possible contamination and proximity to buildings. • SCC Permits to work are in place. • SWMS1414 Excavation work deeper than 1.5 meters is to be referenced. 	Supervisor and Competent Person	M
Emergency Procedures	Lack of information provided to workers	injury or illness.	H	<ul style="list-style-type: none"> • Site specific induction to be carried out to all workers. • All workers to be made aware of the 	Supervisor	L

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				<ul style="list-style-type: none"> site emergency procedures. Rescue Plans communicated to all persons. Emergency persons are trained and competent 		
Public Safety / Pedestrians	Member of public/pedestrian being struck by mobile plant or equipment, falling from height	Injury or death	E	<ul style="list-style-type: none"> Keep unauthorised person out of the site. Pedestrian signage is to be installed. Schedule working hours to limit exposure to the public. Instigate Traffic Management plans and Traffic Control if necessary. Reduce vehicle speed around the work site. Plan and use safe vehicle access. 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. 	Supervisor, Competent Person and Workers	M
Completion of work	Energy services/ stored energy Traffic Management Plant and equipment Storage of safety equipment Lack of	Injury or serious injury	H	<ul style="list-style-type: none"> Competent person completes de-isolation of services Spotters and traffic control to be used for plant and equipment to exit the site Complete SCC Permit to work and return to Supervisor (if applicable) Open trenches have been covered and/or barricaded Advise stake holders of work site status Appropriately dispose of any rubbish or 	L	

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	communication			unwanted materials <ul style="list-style-type: none"> • Ensure safety equipment is stored in clean and protected bag or other secure location • Any faulty equipment is tagged out of service and reported • Any hazardous materials are contained and disposed of correctly 		

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.

RESCUE PLAN FOR WORKING NEAR OVERHEAD POWER LINES	
<p>INSTRUCTION: In the event a person needs rescuing due to injury or exposure to a dangerous environment and it's not life threatening, the rescue plan in that situation will be to Call 000 or 112 (mobile) thereafter the emergency services will undertake the rescue. Thereafter <u>only</u> if it's safe to do so, apply first aid (<i>if required</i>) whilst waiting for the emergency services to arrive.</p> <p>The 'Rescue Plan' (<i>other than in the above circumstances</i>) will be as described below:</p>	
RESCUE EQUIPMENT for RESCUE PLANS	RESCUE PLAN
	LIVE - HIGH VOLTAGE MAINS OR APPRATUS RESCUES
	<ol style="list-style-type: none"> Never attempt to rescue person(s) from a <u>live</u> high voltage mains or appratus, this can only be performed by a competent person.
	LOW - VOLTAGE RESCUES
<input checked="" type="checkbox"/> required equipment; <input type="checkbox"/> Roofing Rescue Kit <input type="checkbox"/> Electrical Rescue Kit <input type="checkbox"/> Safety Net <input type="checkbox"/> Catch Platform <input type="checkbox"/> Rescue Pole (on site) <input type="checkbox"/> Safety Harness <input type="checkbox"/> Mobile Phone (on site) <input type="checkbox"/> Two Way Radios (on site) <input type="checkbox"/> Fire Extinguisher <input type="checkbox"/> First Aid Kit <input type="checkbox"/> Rescue Stretcher & spreader bar <input type="checkbox"/> Respirator <input type="checkbox"/> EWP <input type="checkbox"/> Anchorage / Tripod <input type="checkbox"/> Extension Ladder <input type="checkbox"/> Others <input type="checkbox"/> Others <input type="checkbox"/> Others 	<ol style="list-style-type: none"> Rescue Plan inclusive communication system to be discussed at toolbox meeting and checklist / risk assessment and SWMS made available for workers. Inspect rescue & electrical rescue kits before planned work commences, ensure rescue kits are located outside the rescue area and easily accessible. Ensure all other emergency rescue equipment is available and correctly located for quick access. PPE & Clothing identified must be worn. Act promptly, but not at the risk of putting yourself in danger, check for hazards i.e. hazards around the rescue area, climatic conditions and control any new identified hazards. If rescue <u>cannot</u> be carried out safely without putting self in danger of harm, Call 000 or 112 (mobile) the emergency service will perform the rescue. A competent person to de-energise/ isolate if possible the electrical appratus and verify it has been de-energise, if not possible use the electrical rescue kit equipment to assist in performing the rescue. If all hazards identified i.e. (<i>in checklist</i>) <u>can</u> be controlled and the rescue can be performed safely the nominated rescue person to execute the rescue. Obtain and fit rescue equipment. Assess the casualties injuries, if they are life threatening or they are exposed to a dangerous environment, rescue quickly and move the victim to a safe location and if not breathing commence CPR for other injuries apply first aid and wait for emergency service to arrive. Secure the site so that an accident investigation can be undertaken. Notify the immediate supervisor and or unit manager also the WHS Risk Unit of the incident. <p style="text-align: center;">Rescue Plan Approved by; (Competent Person)</p> <p style="text-align: center;">Name (Print):</p> <p style="text-align: center;">Signature:</p>

Acknowledgement register

All workers are to sign this register to indicate they have read and understood this document prior to commencing work.

Name	Signature	Date	Name	Signature	Date