

SAFE WORK METHOD STATEMENT		SWMS Work on or near Chemical, Fuel or Refrigerant Lines		
Reference documents	Work Health & Safety Act 2011 and Regulation's 2017, Codes of Practice; How to manage Work Health safety Risks,			
SWI:	As required by the tasks highlighted in the risk assessment			
Training and Competencies	As required by the tasks highlighted in the risk assessment			
Safety data Sheets	As required by the tasks highlighted in the risk assessment			
Personal Protective Equipment	Hi-Vis clothing, safety footwear and as required by the tasks highlighted in the risk assessment			
Plant and Equipment				
Inspection and Testing	Pre start checks on all plant and equipment, inspection as per manufacturer's requirements and SCC Inspection and Testing regime.			
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"/> 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 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 checked="" 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	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, workers and competent person	L
Investigations, Inspections Viewing and Measuring	Being hit by vehicles	Injury or death	H	<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, workers and competent person	L
General Safety	Explosion engulfment or suffocation.	Injury or death	H	<ul style="list-style-type: none"> Where possible do not perform on a windy day. Ensure all workers are competent of performing the required work. Relevant training is to be provided. Naked Flame Prohibited on sites 	Supervisor, workers and competent person	L
Hazardous Materials	Lack of information provided to workers	Injury or illness.	H	<i>If work is to be done with or near hazardous substances, the applicable SWMS is to be used.</i>	Supervisor, workers and competent person	M

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Cranes/Equipment	Being struck or crushed by moving plant. Plant causing gas explosion or fire. Unsafe plant. Equipment breakdown Unlicensed operators.	Injury or death	H	<i>If work is to be done on or near cranes or plant, the applicable SWMS is to be used.</i>	Supervisor, workers and competent person	M
Site Barricading	Persons exposed to explosion, engulfment or suffocation	Injury or death	H	Ensure that the site is adequately barricaded.	Supervisor, workers and competent person	L
Work at Heights	Falls from heights.	Injury or death	H	<i>If work is to be done at heights, the applicable SWMS is to be used.</i>	Supervisor, workers and competent person	M
Trench Work	Collapse of trench or engulfment by toxic substances.	Injury or death	H	<i>If work is to be done in or near a trench, the applicable SWMS is to be used.</i>	Supervisor, workers and competent person	M
Live Services	Electric shock or electrocution.	Injury or death	H	<i>If work is to be done near live services, the applicable SWMS is to be used.</i>	Supervisor, workers and competent person	M

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Emergency Procedures	Lack of information provided to workers	Injury or death	H	<ul style="list-style-type: none"> All site workers to be made aware of the emergency procedures. 	Supervisor, workers and competent person	H
Public Safety / Pedestrians	Member of the public exposed to explosion engulfment or suffocation.	Injury or death	H	<ul style="list-style-type: none"> Keep unauthorised person out of the site. Instigate traffic management plans if necessary. Pedestrian signage is to be installed. Reduce vehicle speed around the work site. 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, workers and competent person	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.

