

SAFE WORK METHOD STATEMENT		Concrete Cutting Chainsaw (Hydraulic/Motorised)		
Reference documents	Work Health & Safety Act and Regulation's 2011, Codes of Practice; How to manage Work Health Safety Risks, Managing the risk of Chemicals in the Workplace, Hazardous Manual Tasks, Managing the Work Environment and facilities, First aid in the workplace, Confined spaces, Construction Work, Demolition Work, Excavation Work, How to manage and Control Asbestos, Managing noise preventing hearing loss.			
SWI:	Concrete Cutting Chainsaw,			
Training and Competencies	General construction induction card (white card), SCC Cutquik and Concrete Cutting Chainsaw course,			
Safety data Sheets	Caltex 2 stroke fuel mix, Castrol hydraulic fluid			
Personal Protective Equipment	Hearing protection, Face shield/eye protection, Safety footwear, High visibility long sleeve shirt and trousers, Sun screen, Protective gloves, Hard hat, Respiratory protective equipment, Wet weather clothing,			
Plant and Equipment	Hydraulic and Motorised Concrete cutting chainsaw saws			
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	Caltex 2 stroke fuel mix, Castrol hydraulic fluid			
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 checked="" 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 checked="" 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
Arrive on site Site Specific Risk Assessment and induct staff if necessary	Unfamiliar worksite	- Muscle sprain - Cuts and abrasion - Broken bones	M	- All staff on site to complete a Site Specific Risk Assessment - Wear appropriate PPE - Clear working area of obstructions and obstacles prior to operations. - Check for services such as electricity, gas, communication network, water and sewerage and clearly mark their locations. - Check for existing structures such as fences, buildings and vehicles. - Erect barricades if necessary and signs at all access points to the site to restrict unauthorised access.	Supervisor and Workers	L
	Inclement weather	- Extremes of temperature	M	- Review weather forecasts prior to starting work - Stop work until conditions improve - Reassess site before re-commencing work	Supervisor and Workers	L
	Uneven or slippery Ground	- Muscle sprain - Cuts and abrasion - Broken bones	M	- Inspect work area for appropriate foot placement and vehicle access. - Don't walk where you can't see firm surface e.g. long grass - Don't drive onto soft or slippery ground - Never work on unstable ground.	Supervisor and Workers	L
	Open pit or excavation	- Muscle sprain - Cuts and abrasion - Broken bones - Death or serious injury	H	- If using hydraulic pump near an open hole or excavation, make sure the motor is away from hole or excavation to prevent the exhaust from entering confined space area. - Always tie off the motor if using near an open hole or excavation to prevent the motor from slipping into the hole or excavation. - Be sure the cut concrete cannot fall and injure operator or bystanders. - Ensure all excavations/pits are barricaded to prevent a fall.	Supervisor and Workers	L

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Chainsaw pre-operation check: <ul style="list-style-type: none"> • Machine condition • Machine re-fueling • Machine start-up 	Defective/damaged equipment	- Operator injured from faulty equipment	M	- Inspect all equipment for any visible damage as per the manufacturers requirements - Isolate and tag any defective equipment to ensure it is not used and inform the supervisor. - Only trained competent workers are to operate and handle equipment.	Supervisor Competent operator	L
	High pressure fluid	- Injection injury	H	- Ensure all hoses and fittings are in good condition and kept clean. - If a leak is suspected use spray test to identify any fluid leaks. - Replace immediately any damage hoses or fittings found.	Competent operator	L
	Exposure to noise	- Hearing loss	M	- Hearing protection to be worn whenever machine is operating - Hand signals to be agreed upon before operating machine	Supervisor Competent operator	L
	Shearing between parts of plant	- Death or serious injury	H	- Ensure hands are clear of tool when operating and work area is clear before operating.	Competent operator	L
	Fuelling	- Explosion - Overcome by vapours	H	- Re-Fuelling must be carried out in a well ventilated area - Saw to be refuelled at least 3 metres away from work area. - Clean area around fuel cap prior to removal. - No smoking when re-fueling - Always turn off hydraulic pump motor before checking and topping fuel and oil levels or checking blockages - If engine is hot, wait two minutes before re-fueling - Open the fuel filler cap slowly to allow any back pressure to escape. - Regularly check the hydraulic pump head for blockages and clear as necessary making sure the pump is turned off before handling the pump head. - Ensure no ignition sources are nearby before refuelling	Competent operator	L
Chainsaw pre-operation check						

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	Excessive Exposure to UV	- Sunburn - Skin cancer	L	- Wear wide brimmed hats or brim attachment, long sleeved shirt and long trousers - Sunscreen - Work in shade if possible - Plan work when UV index is lowest - Take regular breaks in shade	Competent operator	L
	Equipment Malfunction or misuse	- Muscle sprain - Cuts and abrasions - Entrapment	M	- Equipment is only to be used by competent workers in the manner specified by the manufacturer, - Concrete cutting chainsaws are only to be used to cut material recommended by the manufacturer.	Competent operator	L
	Equipment Damage	- Injury or accident	M	- Post operation check - After work is complete run saw out of cut with water on for 15 seconds to flush debris from chain, bar and drive sprocket. - Wash concrete slurry from saw assembly. Flush out valve handle with water. - Remove bar and chain, flush out chain tensioner assembly with water and then spray with WD40 or CRC. - Clean hydraulic flush-face fittings on saw and power pack. - On completion of work all equipment is to be correctly stowed in vehicle. - Tag and report any faults or damage to your supervisor.	Competent operator	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.

