



Cagemaker SA	AFE WORK METHOD STAT	EMENT (SWMS)	
	TASK OR ACTIVITY: Cagemaker	-	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E jil:	
THIS SAFE WORK METHOD	STATEMENT IS APPROVED BY	THE PCL OF THE ROJECT	
Under the Work Health and Safety Regulation (WHS Regulation), a person conduct the proposed work starts.	cting a business or under a (PC 1) is	required to en that a safe work method s	statement (SWMS) is prepared before
Full Name:			
Signature:		Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring a	opliance the VMS a well as review	s and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS & VMS IN HAVE THE FOLLOWING COMMUNICATED	NA. 2 OF ALL RELEVANT PERSONNI EVELOPMENT AND APPROVAL OF	EL WHO HAVE BEEN CONSULTED AND CO	OMMUNICATED TO IN THE
Safety meetings or toolbox talks will be sched and in account with a gislative requirements to first identify any site hazards, and then to further take steps to either eliminate or continuous hazard.			
If an incident or a near miss occurs, all work must ste, anately. Depending on the severity of the incident, a meeting will be called with all workers to amend the SWMS if required. The meeting may also be an educational opportunity.			
Any changes made to the SWMS after an incident or a near miss must be approved by the Person Conducting Business or Undertaking and communicated to all relevant personnel.			
The SWMS must be kept and be available for inspection at least until the work is completed. Where a SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to which the SWMS relates, then the SWMS must be kept for at least two years from the occurrence of the notifiable incident.			

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CLIENT OR PRINCIPAL	CONTRACTOR DETAILS
Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date SWMS supplied to Project Manager:	
ANY HIGH BIOK CONSTRUCTOR	NAME OF THE POLIT
ANY HIGH-RISK CONSTRUCTOR	N WC & BEIN C ARIED OUT
☐ involves a risk of a person falling more than 2 meters	is carried out on or near pressurised gas mains or piping
☐ is carried out on a telecommunication tower	carried out on or near chemical, fuel or refrigerant lines
☐ involves demolition of an element of a structure that is load-bearing	\square is carried out on or near energised electrical installations or services
☐ involves demolition of an element related to the physical integral of a functure	☐ is carried out in an area that may have a contaminated or flammable atmosphere
☐ involves, or is likely to involve, disturbing asb	☐ involves tilt-up or precast concrete
☐ involves structural alteration or repair that —quires term — v sup —rt to prevent collapse	☐ is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor
☐ is carried out in or near a confined space	☐ is carried out in an area of a workplace where there is any movement of powered mobile plant
☐ is carried out in/near a shaft or trench deeper that. tunnel involving use of explosives	☐ is carried out in areas with artificial extremes of temperature.
\square is carried out in or near water or other liquid that involves a risk of drowning.	☐ involves diving work.
ANY HIGH-RISK MACHINER	Y OR EQUIPMENT NEARBY

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RISK MATRIX										
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	HEI	RARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	SCORE	ACTION		Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCE		Substitution	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.		Replace the hazard.	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.	Isolate	e People from the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	nitor and		Engineering Isolate the hazard.	
is the second m	otes on Hierarchy of Controls: Elimination methods are the most effective and preferrence on controls by changing the work is the fourth most effective method. PPE (Personal Protective Eq. ment) the least effective									

				PERS		TIVE EQUIPM					
		Select the app	ropriate PPŁ	abo v uitab	cor the equi	pment used or	the job task	being perforr	ned (if applica	ıble).	
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION	HEARING ETION	P ECTION	PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
Other PPE R	equired:										
	Pe	ermit or Licen	ses Requirem	ents		Mandatory Qualifications and Training					



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Slips, trips and falls, Electrical hazards	2M	- Conduct a thorough risk assessment and conspection: Identify, assess and control potential slip, trip or fall hazards as well as electrical hazards the preparation area prior to commencing work. - Implement housekeeping procedures: Ensure or organisation and tidiness of the worksite to minimise the possibility of slips, trips, and falls. In crove any unclosessary obstacles, debris, and electrical cords from walking paths and ork areas. - Provide and maintain parpornal PPE: Ensure work or are equipped with suitable personal protective equipment (PPE) contains on-slip hotwear, to mitigate risks associated with slips, trips, and falls. - Properly so the all electric connerons: It is appropriate extension cords and plugs that are compatible with each other and place to ascurely to minimise the likelihood of electrical incidents. - Important cord or agement strategies: Position cords away from high traffic areas, and use cable trays, the or oversead supports where possible to further reduce the risk of tripping on electrical cables. - Train is ploy as on we replace safety: Educate workers about the importance of hazard identification, we assed ments and maintaining safe work practices, including how to recognise signs of potential electrical plus zards. - Regular, inspect and maintain equipment: Ensure that all materials and tools used in the preparation passe, including electrical equipment, are inspected regularly for damage and wear to prevent accidents. - Establish emergency procedures: Develop clear and concise protocols for responding to incidents involving slips, trips, falls, or electrical hazards, including how to report emergencies and provide appropriate first aid care. - Clearly mark any identified hazards: Have visible signage and markings to alert workers and visitors of any slip, trip, fall or electrical hazards on the premises. - Install adequate lighting: To help prevent slips, trips and falls, ensure the work environment is appropriately lit and that there are no dark corners or poorly	1L
2. Material handling	Manual handling injuries, PPE related hazards	ЗН	 Proper Manual Handling Techniques: Train all workers on the correct lifting and carrying techniques, emphasising the importance of bending at the knees, not the waist, and engaging the core muscles for stability. Use of Material Handling Equipment: Encourage workers to use trolleys, hand trucks or other equipment to transport heavy or bulky items when possible, reducing manual handling stress and strain. Adequate Staffing: Ensure that enough trained employees are available for each task, sharing the load and minimising any one individual's risk of injury. 	2M



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			 Job Rotation: Implement regular job rotation to avoid repetitive stress-based injuries and provide variety in work tasks. Breaks and Rest Periods: Schedule frequent break of allow for rest and recovery, reducing the risk of fatigue-related injuries. PPE Training and Compliance: Provide in adatory training on how to select the appropriate personal protective equipment (PPE) for each task, including on the system on how to select the appropriate personal protective equipment (PPE) for each task, including on the system on the provide in the provide regularly monitor employees to ensure compliant with PPE policies. Storage and Organisation: the protection of the provide regular of minimise trip hazards and to improve workplace efficiency, making the size for workers to adminimise trip hazards and to improve workplace efficiency, making the size for workers to adminimise trip hazards and to improve workplace efficiency, making the size for workers to adminimise trip hazards and to improve workplace efficiency, making the size for workers to obtain a provide regular regonomic assessments to identify areas where the provide of the provide manual to be made to require the risk of injury. This may involve adjusting workstations, using a portive training and Investigation: Encourage prompt reporting of manual handling incidents and near-muses, vestigs each incident thoroughly to identify root causes, and implement corrective actions a prevent future occurrences. Regular lafety meetings and Refresher Training: Conduct regular health and safety meetings to review materials and PPE usage. 	
3. Cage assembly	Sharp edges, pinch points	ЗН	Regular inspection of equipment: Ensure that all tools and machinery used for cage assembly are regularly inspected and maintained to prevent the occurrence of sharp edges or pinch points. - Safety gloves: Workers should always wear safety gloves to protect their hands against cuts and punctures while handling materials and assembling cages. - Safety glasses: Encourage workers to wear safety glasses to protect their eyes from flying debris or sharp particles created during the cage assembly process. - Use of appropriate tools: Make sure workers use appropriate hand tools, such as pliers and cutters, specifically designed for cage assembly to reduce the likelihood of injury when dealing with sharp edges or pinch points. - Training and supervision: Provide comprehensive training to all employees involved in cage assembly, emphasising how to handle materials safely and prevent injuries. It's crucial to supervise inexperienced workers, ensuring they follow proper safety procedures. - Clear signage: Post clear signage around the workplace identifying hazard areas associated with cage assembly, such as sharp edges and pinch points. - Barricade danger zones: If possible, create separate zones for cage assembly and restrict access to only those workers directly involved in the process. - Ergonomic workspace design: Design the cage assembly station ergonomicaly to minimise awkward postures and forceful exertions that could contribute to injuries associated with sharp edges or pinch points.	1L



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Correct handling techniques: Train workers on correct material handling techniques for safely transporting components during the cage assembly process, avoiding any contact with sharp edges.	
			- Debur and smooth edges before assembly: Take the essary steps to debur and smooth out sharp edges on cage components before the assembly beginned and smooth out sharp edges on cage components before the assembly beginned and smooth out sharp edges.	
			- Proper job rotation: Implement a job rotation schedule for vorkers to minimise repetitive motions and exposure to hazards associated with cage as ambly	
			- Emergency response plan: Have an emergence esponse plan on place that outlines specific actions to take if a worker suffers an injury from sharp edge. Spinch place that outlines specific actions to take if a worker suffers an injury from sharp edge.	
			- Incident reporting and monitor. Encourage work report all incidents and near misses related to sharp edges and the parts during cage assembly. Regularly review reports and monitor trends to identify potential azards a simple and addition control measures as needed.	
			- Continuous provement regularly to and update the SWMS to reflect changes in work processes, equipment, or no erial meet in cage as embly. Involve workers in the identification of hazards and the development of commeasures to promote a strong safety culture.	
4. Welding process	Welding fumes, Welding	4A		2M



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
5. Grinding and cutting	Noise, Hand-arm vibrement syndrome	ЗН		1L

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
6. Lifting equipment	Crane overload, faculg objects	3H		1 L



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
7. Confined space entry	Gas exposure, Oxy ₅ mclency	IA .		2M



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
8. Inspections	Working at height, Faulty tools	2M		1L
9. Painting and surface preparation	Chemical exposure, Fire hazards	3Н		2M



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
10. Load testing	Rigging failures, Overloading	3Н		1L



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
11. Packing and shipment	Forklift accidents, Damaged goods	2M		1L



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
12. Site clean-up	Sharp objects, Chemical spills	2M		1L



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK



EMERGENCY RESPONSE - CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES. ANY STATE OF AT ARE NOT APPLICABLE.

Queensland & Australian Capital Territory

Work Health and Safety Act 2011

Work Health and Safety Regulations 2011

Legislation QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws Codes of Practice QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice

Legislation ACT: https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations

Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice

New South Wales

Work Health and Safety Act 2011

Work Health and Safety Regulations 2017

Legislation NSW: https://www.safework.nsw.gov.au/legal-obligations/legislative

Codes of Practice NSW: https://www.safework.nsw.gov.au/resource-library/lis codes-of ractions of Practice NSW: https://www.safework.nsw.gov.au/resource-library/lis codes-of-ractions-of-racti

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National Uniform Legislation) Regulation 201

Legislation NT: https://worksafe.nt.gov.au/laws-and-compliance/wo_place-

Codes of Practice NT: https://worksafe.nt.gov.au/f

South Australia

Work Health and Safety Act 2012 (SA)

Work Health and Safety Regulations 2012 (SA)

Legislation for SA: https://www.safework.sa.gov.au/resources/legislation

Codes of Practice for SA: https://www.safework.sa.gov.au/work_aces/codes-of-practice#COPs

Tasmania

Work Health and Safety Act 2012

Work Health and Safety (Transitional and Consequential Provisions) Act 2012

Work Health and Safety Regulations 2012

Work Health and Safety (Transitional) Regulations 2012

Legislation for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations

Codes of Practice for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.

Victoria

Occupational Health al. Safety Act

Occupational Health and affety gulations 2017

Legis on VIC: https://www.csafe.vic.gov.au/occupational-health-and-safety-act-and-

gulat

les on actice VI atps://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice

Western Australia

Work Health and Safety Act 2020

Work Health and Safety Regulations 2022

Legislation Western Australia: https://www.commerce.wa.gov.au/worksafe/legislation

Codes of Practice WA: https://www.commerce.wa.gov.au/worksafe/codes-practice

Safe Work Australia Links

Law and Regulation (All States): https://www.safeworkaustralia.gov.au/law-and-regulation Model Codes of Practice: https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice

Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work





SIGNATORIES OF THE SAFE WORK METHOD STATEMENT

The signed and dated personnel listed below have cooperated in the consultation and development of this Safe Work Method Statement which has been approved by the Person/s Conducting a Business or Undertaking (PCBU). In signing this Safe Work Method Statement each individual acknowledges and confirms that they have read this SWMS in full, having raised any questions for items on this Safe Work Method Statement that require clarification, and confirms that they are competent, skilled and knowledgeable for the task assigned to them. Every person acknowledges that they have received the relevant training and qualifications where required, before carrying out any work contained in this Safe Work Method Statement. By signing this Safe Work Method Statement each individual agrees to work safely, to follow any safe work instructions which are provided, and agrees to use all Personal Protective Equipment where appropriate.

Worker Name	Signature	Date

SAFE WORK IN THE STATEMENT MONITORING AND REVIEW

The SWMS must be reviewed regularly to make sure it remains a fective of must be reviewed (and revised if necessary) if relevant control measures are revised. The view process should be carried out in consultation with workers (including contractors of the SWMS and their health and safety representatives who represented that work group at the workplace.

When the SWMS has been revised the PCBU mast ensure that advised that a revision has been made and how they can access the revised SWMS, including all persons who will need to change a work procedure or system as a rest of the review are advised of the changes in a way that will enable them to implement their duties and the involved in the work must be provided with the relevant information and instruction that will assist them to understand and implement the revised SWMS.

The SWMS must be monitored regularly for the effectiveness of ensuring hazard controls are effective in reducing the risk of incidents, keeping the workplace safe for all personnel. The person responsible for monitoring the effectiveness of the Safe Work Method Statement should employ a multi-faceted approach which includes but is not limited to:

- Spot Checks.
- 2. Consultation with workers, contractors and sub-contractors.
- 3. Internal audits on a continual basis.

An approach of continuous improvement, promptly recording inconsistencies or deficiencies, followed up by immediate corrective action and consultation with all relevant personnel ensures that the PCBU is consistently developing ever-improving systems of safe work principles.

REVIEW NUMBER	1	2	3	4	5	6	7
NAME							
INITIALS							
DATE							

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SAFE WORK METHOD STATEMENT REVIEW CHECKLIST

This Safe Work Method Statement Review Checklist is to be followed and used upon initial development of the SWMS to help ensure that all steps have been adequately taken before work commences. Think of this document as an internal audit review checklist before commencing work, and may form part of a Toolbox Talk (safety meeting) and may be used as an opportunity for education and training.

ITEMS WHICH MUST BE INCLUDED IN THE SWMS	COMPLETED	COMMENTS	
The company details have been entered, including the project name and address.			
All relevant personnel consulted during the development of the SWMS.			
Name, signature, position and date signed of the person approving the SWMS.			
Specific personnel and qualifications, experience is noted in the SWMS.	7		
Provides a step-by-step process of tasks required to carry out the activity or task.			
Adequate risk assessment of any identified hazards has been completed.			
Foreseeable hazards are identified and documented for each step.			
Any hazards listed in any site risk assessments have been added to the SWMS			
SWMS initial risk (IR) column as well as residual risk (RR) column ppleted.			
Check control measures added to the SWMS are the most effective selectives			
Responsible person is assigned and listed on the part the improved the measures.			
Permit or licenses requirements specified, sur as Hot Work, Electric Work, Work at Heights etc.			
SWMS identifies plant and equipment to be us			
Details of inspection checks required for any equipment listed noted on the SWMS.			
Describes any mandatory qualifications, experience, and g or skills required to perform the work.			
Applicable personal protective equipment is selected on the SWMS.			
Reflects and documents any legislative references and/or Australian Standards.			
dentifies any hazardous substances used with specific control measures in line with any SDS.			
REVIEWED BY	DATE REVIEWED		
SIGNATURE	DATE COMPLETED		