Food Slicer SA	AFE WORK METHOD STAT	EMENT (SWMS)	
	TASK OR ACTIVITY: Food Slice	r	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E nil:	
	STATEMENT IS APPRO		
Under the Work Health and Safety Regulation (WHS Regulation), a person conduct the proposed work starts.	ting a business or under a (PC 1) is	required to en use that a safe work method s	statement (SWMS) is prepared before
Full Name:			
Signature:	NX	Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring	ppliance the VMS a well as review	rs and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS STIMS MAKEN	NALE OF ALL RELEVANT PERSONN EVELOPMENT AND APPROVAL OF	EL WHO HAVE BEEN CONSULTED AND CO THIS SWMS	OMMUNICATED TO IN THE
Safety meetings or toolbox talks will be sched ed in according with gislative requirements to first identify any site hazards, so the companies those hazards and then to further take steps to either eliminate or contineach hazard.			
If an incident or a near miss occurs, all work must stop an alately. 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.			



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-RISK CONSTRUC	
☐ involves a risk of a person falling more than 2 meters	I 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	□ is carried out on or near energised electrical installations or services
□ involves demolition of an element related to the physical integ. Y of a sucture	\square 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 terrar by supart 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	\Box 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.
☐ is carried out in or near water or other liquid that involves a risk of drowning.	☐ involves diving work.
ANY HIGH-RISK MACHINER	RY OR EQUIPMENT NEARBY



	RISK MATRIX													
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	000DF			HEIRARCHY OF CONTROLS					
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	SCORE	SCORE	SCORE	SCORE	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 befor work starts.		Replace the hazard.					
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.		Isolate People from the hazard					
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	nitor and k⊾ records		Engineering Isolate the hazard.					

						TIVE EQUIPM					
	Select the appropriate PPL above suitably for the equipment used or the job task being performed (if applicable).										
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION		P ECTION	R⊾ ⇒PIRATORY PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
Other PPE Required:											
Permit or Licenses Requirements			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, Sharp utensils	2М	 Ensure the work area is clean and free of an clutter or obstacles that could cause workers to trip, slip, or fall. Provide adequate lighting in the workspace to once clear visibility during the operation of the food slicer. Install non-slip flooring or use noor mats with non-no-sign uses in areas where the food slicer will be operated. Inspect the footsplicer equiment any damages or defects before use, and perform regular maintenance tecks to pre-int breat non-slip operation. Trainell staff to mberreach the proper use of food slicers, including techniques for safe handling and clearns if sharp. Estatistic expression of the storage of sharp utensils, ensuring they are stored securely and cannot vicio tally each enjury. Ntilise is proprise Personal Protective Equipment (PPE), such as cut-resistant gloves, when handling shoubly its or to erating the food slicer. Clearns the boundaries of the work area to prevent unauthorised personnel from entering and nating potential hazards. Involement an efficient workflow system where required materials and tools are easily accessible, minimising the need for unnecessary movement and reducing the risk of slips, trips, and falls. Conduct regular safety inspections to ensure all control measures are effectively implemented and operational procedures are being followed. Provide spill cleanup supplies, such as absorbent materials or mop stations, nearby in case of spills or splashes, and ensure workers are trained on proper cleanup procedures. Encourage a safety culture throughout the workplace by fostering open communication about safety concerns, regularly assessing the effectiveness of safety procedures, and implementing measures to continuously improve safety. 	1L
2. Setting up the slicer	Electric shock, Crush injury	 M2 Ensure that the food slicer is placed on a stable and level surface, away from any sources of moisture prevent it from slipping or tipping over while in use. Before plugging in the slicer, inspect the electrical cords and plugs for any damage, such as fraying or exposed wiring, which could lead to an electric shock. Verify that the electrical system of the slicer, including extension cords or power outlets, is in complian with Australian electrical safety standards and equip your workplace with a residual current device (RCI to minimise the risk of electric shock. Always switch off the machine and unplug it from the power source when setting up or making adjustments, to avoid accidental activation and crush injuries. 		L1



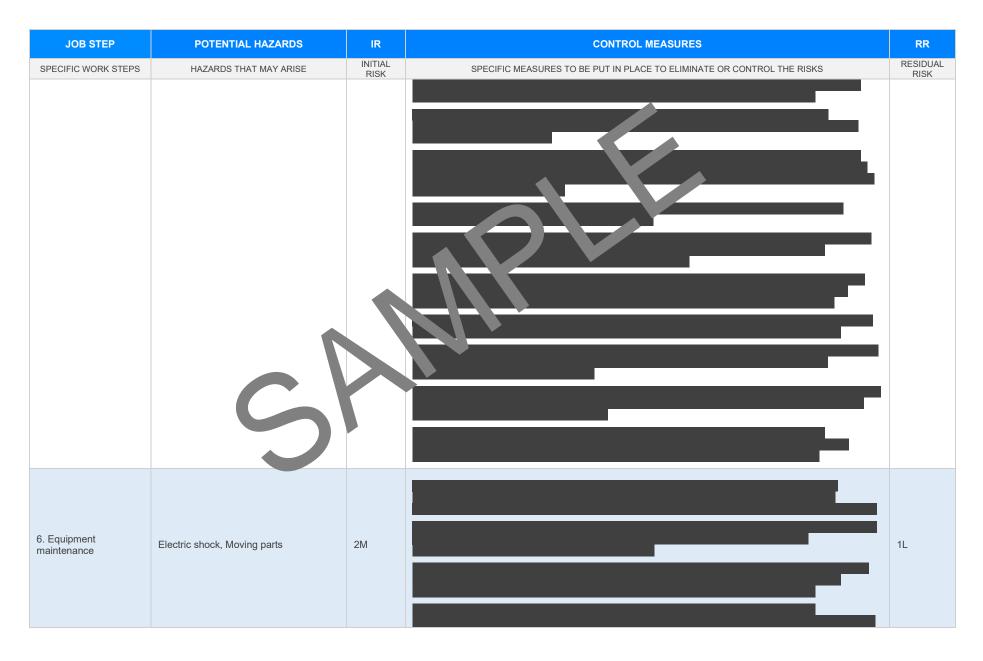
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE INIT		SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Make sure that the slicer's blade guard and other protective devices are properly installed and securely fastened before turning on the machine, to prevent potential injuries.	
			- Provide appropriate personal protective equipment, PE), like cut-resistant gloves and non-slip shoes, to employees handling food slicers in order to particle contact with sharp blades and reduce the risk of crush injuries.	
			- Train staff members on how to correctly see and corrate food slicers, emphasising the importance of following established safe work procedures an expected to avoid accidents or injuries while using the equipment.	
			- Encourage employees to concurnicate with one as the review working in proximity to the food slicer, in order to maintain automous of the h other's locations and prevent incidents where someone may accidentally compared concert with the machine.	
			- Regularly in sect the foor plicer for by size of wear or malfunction, and schedule routine maintenance checks to ensure that all emponents a munctioning as intended and are free from defects.	
			- Implement an expense shut-off procedure and make sure that staff are familiar with it, so that they can quick, turn of the slicer in the event of an incident or if an employee becomes entangled with the equipment.	
	G		open inglue food slicer safely and are fully aware of precautions to avoid injury or entanglement.	
			Ise personal protective equipment (PPE): Equip operators with cut-resistant gloves, long sleeves, and no slip footwear to minimise the risk of laceration and slipping during operation.	
			Conduct regular safety inspections: Perform routine safety checks on the food slicer to ensure the machine is functioning correctly and that safety features, such as guards and emergency stops, are operational.	
			- Keep the workspace clean and clutter-free: Maintain a tidy work area by cleaning up spills and removing any obstacles that may become trip hazards or impede the safe operation of the slicer.	
3. Operating the slicer	Lacerations, Machine entagement	3H	- Secure long hair and loose clothing: Operators should tie back long hair and secure loose clothing to avoid getting caught in the moving parts of the slicer.	2M
			- Establish safety protocols: Develop and implement clear safety procedures for operating the slicer, such as using lockout/tagout when cleaning or maintaining the machine.	
			- Install an adequately sized blade guard: The slicer should be equipped with a blade guard that covers the full length of the sharpest edge to prevent accidental contact during operation.	
			- Avoid distractions: Operators should stay focused on the task at hand and be vigilant in monitoring the slicing process so they can take immediate action if necessary.	
			- Use proper knife sharpening techniques: Keeping the blade sharp will help reduce the force needed for cutting and the potential for accidents. Additionally, train operators in correct knife sharpening methods, ensuring they do it with caution.	
			- Implement emergency stop controls: Ensure the food slicer has an easily accessible emergency stop control that immediately halts the machinery if a hazard arises during operation.	



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
			- Keep hands away from the blade during operation: Instruct operators never to attempt to feed items into the slicer with their hands or remove any debris while the slicer is running.	
			- Use additional safety tools when necessary: Equip perators with pushers and tongs to handle food safely at a distance, reducing the likelihood of the rations or machine entanglement.	
			- Provide ongoing safety training: Conduct y ular refrest occurses for operators to remain updated on safety procedures, as well as new hazards a control related to their job function.	
4. Cleaning the slicer	Electric shock, Shur blades	2М		1L
5. Blade replacement	Cuts, pinch points	211		214
	Litts ninch points	3H		2M

Date of Issue:

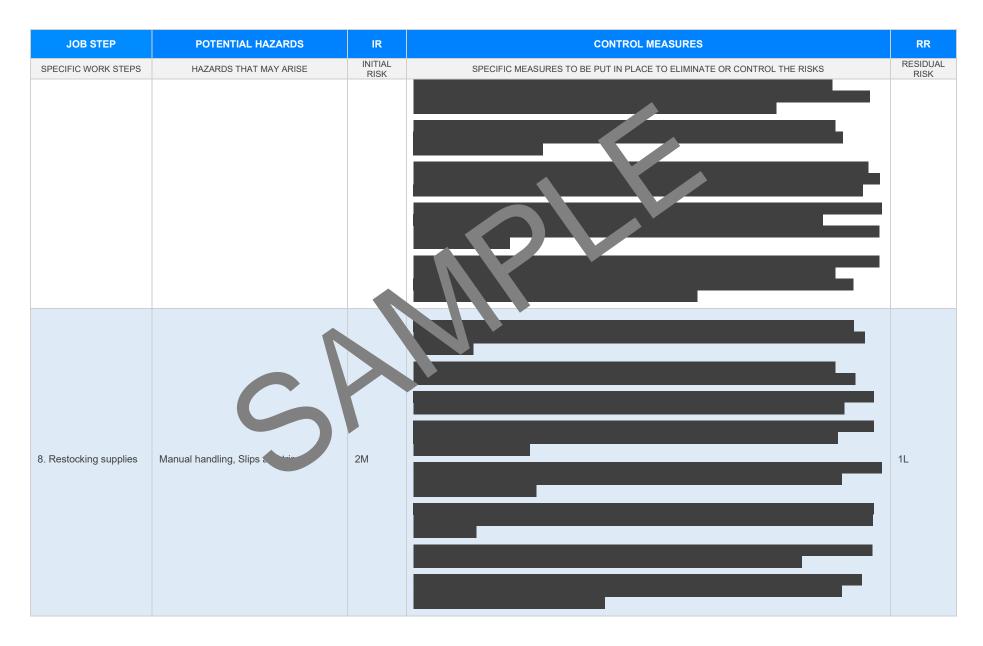






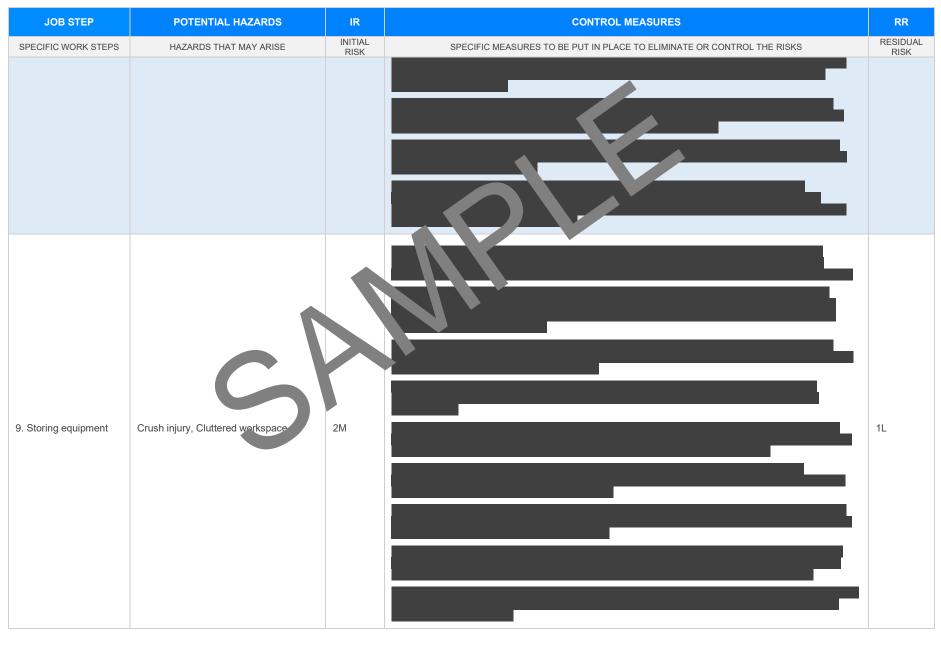






Version 2.5

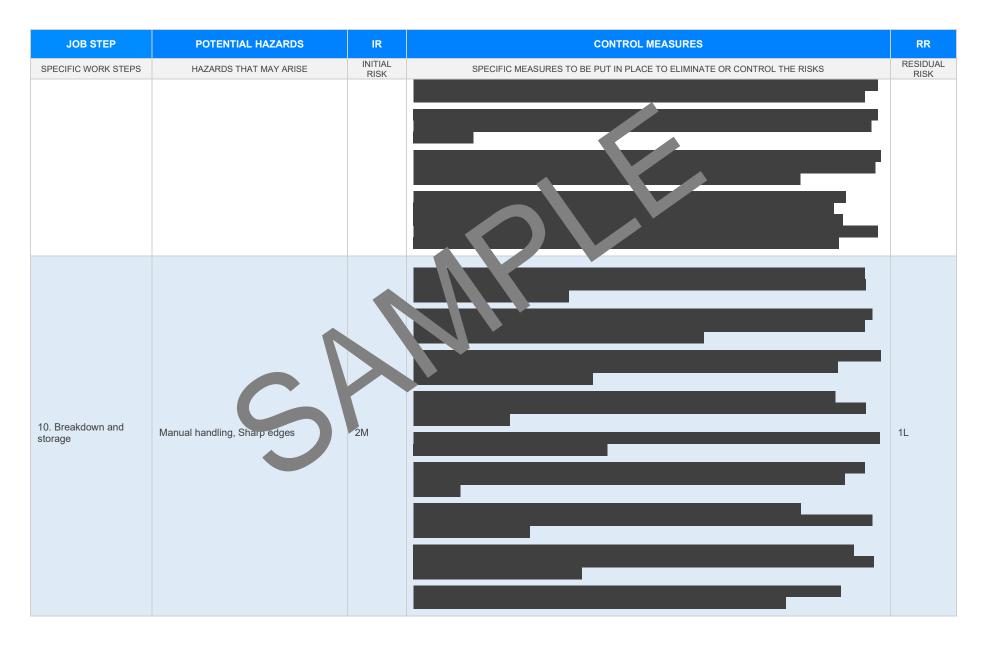




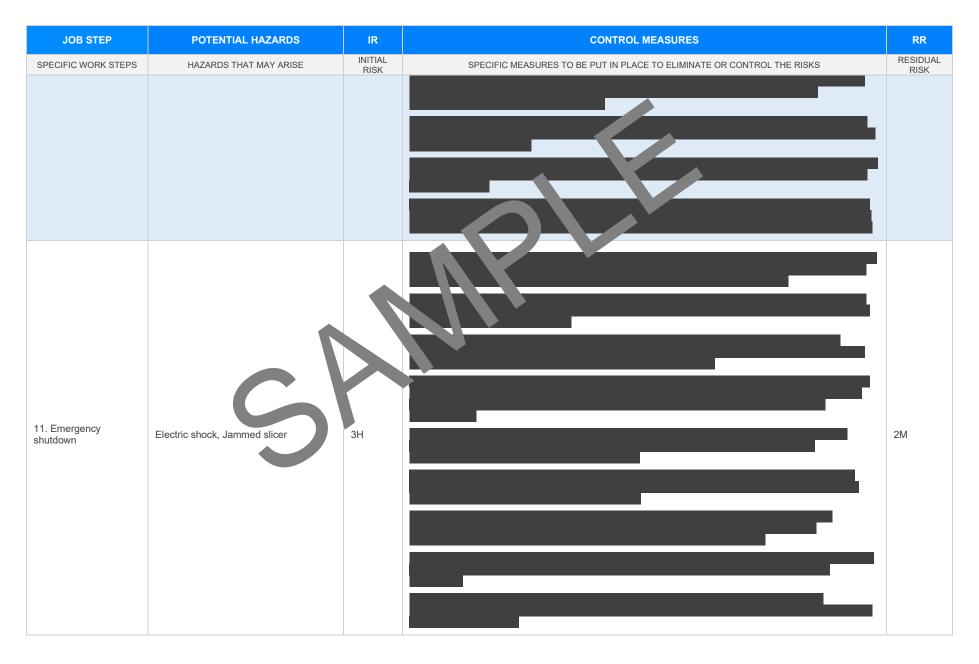
Version 2.5

Date of Issue:









Version 2.5



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
12. Troubleshooting	Unplanned machine movement, Electric shock			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
	S			



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 REF	ERENCES
RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISL	ATIVE REFERENCES ANY STATE 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.gld.gov.au/laws-and-compliance/work-health-and-safety-laws Codes of Practice QLD: https://www.worksafe.gld.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	Victoria Occupational Health au Safety Act 204 Occupational Health and pafety or gulations 2017 Legis non VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- rulat</u> is unles of mactice VIC <u>extps://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice</u>
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/legislatic Codes of Practice NSW: https://www.safework.nsw.gov.au/legal-obligations/legislatic	Western Australia Work Health and Safety Act 2020 Work Health and Safety Regulations 2022 Legislation Western Australia: <u>https://www.commerce.wa.gov.au/worksafe/legislation</u> Codes of Practice WA: <u>https://www.commerce.wa.gov.au/worksafe/codes-practice</u>
Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011 Work Health and Safety (National Uniform Legislation) Regulation 2011 Legislation NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/workplace-supt-laws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/f</u>	Safe Work Australia Links Law and Regulation (All States): <u>https://www.safeworkaustralia.gov.au/law-and-regulation</u> Model Codes of Practice: <u>https://www.safeworkaustralia.gov.au/resources-publications/model-</u> <u>codes-of-practice</u> Model Codes of Practice
South Australia Work Health and Safety Act 2012 (SA) Work Health and Safety Regulations 2012 (SA) Legislation for SA: <u>https://www.safework.sa.gov.au/resources/legislation</u> Codes of Practice for SA: <u>https://www.safework.sa.gov.au/work_saces/codes-of-practice#COPs</u>	 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
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	 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
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.	 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 gualifications 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 N THE ST ATEM ANT MONITORING AND REVIEW

d must reviewed (and

hav be sted by the operation

should be carried out in

The SWMS must be reviewed regularly to make sure it remains fective revised if necessary) if relevant control measures are revised. The viewn consultation with workers (including contractors htractors 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 must ensure that persons involved with the work are advised that a revision has been made and how they can acces he revised SWMS, including all persons who will need to change a work procedure or system as a region of the review are advised of the changes in a way that will enable them to implement their duties antly with the revised SWMS. All workers that will be 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:

- 1. 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							



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.		
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.	\boxtimes	
Foreseeable hazards are identified and documented for each step.	\boxtimes	
Any hazards listed in any site risk assessments have been added to the SWMS	\boxtimes	
SWMS initial risk (IR) column as well as residual risk (RR) column mpleted.	\boxtimes	
Check control measures added to the SWMS are the most effective selections	\boxtimes	
Responsible person is assigned and listed on the part the importation control measures.	\boxtimes	
Permit or licenses requirements specified, su as Hot Work, Electric Work, Work at Heights etc.	\boxtimes	
SWMS identifies plant and equipment to be use	\boxtimes	
Details of inspection checks required for any equipment listed protection on the SWMS.	\boxtimes	
Describes any mandatory qualifications, experience, and g or skills required to perform the work.	\boxtimes	
Applicable personal protective equipment is selected on the SWMS.	\boxtimes	
Reflects and documents any legislative references and/or Australian Standards.	\boxtimes	
Identifies any hazardous substances used with specific control measures in line with any SDS.	\boxtimes	
REVIEWED BY	DATE RE	VIEWED
SIGNATURE	DATE COM	IPLETED