Hydraulic Press	SAFE WORK METHOD ST	ATEMENT (SWMS)	
ТА	ASK OR ACTIVITY: Hydraulic Pre	SS	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E ail:	
	STATEMENT IS APPROVED BY		
Under the Work Health and Safety Regulation (WHS Regulation), a person conduct the proposed work starts.		required to en that a safe work method s	tatement (SWMS) is prepared before
Full Name:			
Signature:	NK	Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring .	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 MAN HAVE THE FOLLOWING COMMUNICATED	NALE OF ALL RELEVANT PERSONNE EVELOPMENT AND APPROVAL OF	EL WHO HAVE BEEN CONSULTED AND CO THIS SWMS	DMMUNICATED TO IN THE
Safety meetings or toolbox talks will be sched and in account with agislative requirements to first identify any site hazards, such a to compare hicas those hazards and then to further take steps to either eliminate or contact each 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 terminary 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	SCORE			HEIRARCHY 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 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.	
DARE LOW LOW MODERATE HIGH HIGH LOW References Isolate the hazard. Iotes on Hierarchy of Controls: Elimination methods are the most effective and preferre mean concurring a hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the transpose environment, while Administrative Controls by changing the work is the fourth most effective method. Administrative Change the work. PPE PPE PPE PPE PPE PPE										

						TIVE EQUIPM					
		Select the ap	propriate PPL	abo, ruitab	i or the equi	oment used or	the job task	being perform	ned (if applica	able).	
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 R	Other PPE Required:										
	Permit or Licenses Requirements						Ма	andatory Qual	ifications and	Training	

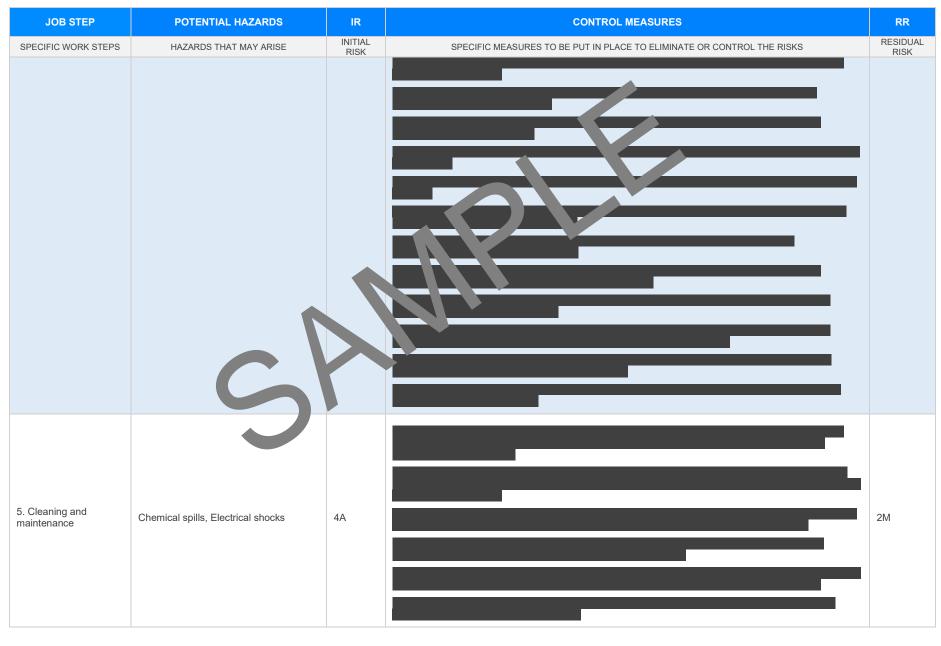


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Machinery malfunction, Improper staff training	ЗН	 Ensure comprehensive servicing and main unance of the hydraulic press regularly to prevent machinery malfunction. Develop a routine check list for inspection of a cloud press before initiating any work. Lay out detailed guidelines chanuals and procedures for station rollow while operating the hydraulic press. Initiate intensive transmostrogrammes for staff to get usem acquainted with the operation of hydraulic press and safe transcribes of Hilling are requirement of WHS competency. Make sure to conly authorized and competence of work processes in case there is any sign of machinery malfunction. Creat the emergency plan including cessation of work processes in case there is any sign of machinery malfunction. Installing dignality emotionery stop push buttons at multiple, easily accessible locations near the redraulic press. Use high quality emotion with the machine. Use high quality of safety protocols to ensure they are being followed accurately and assess their effectiveness in real-time conditions. Equip the workforce with necessary Personal Protective Equipment (PPE) such as safety shoes, gloves, safety glasses etc., to safeguard them from potential hazards. Foster a culture of safety where employees are encouraged to report any perceived risks, safety shortcomings or incidents without any fear of reprisals or backlash. 	2М
2. Machine inspection	Mechanical failure, No safety procedures followed	ЗН	 Inspect all hydraulic presses prior to use each day for signs of wear and tear or mechanical failure. Test the hydraulic systems and pressure levels before commencing operations. Ensure all workers are thoroughly trained in safety protocols and procedures related to the hydraulic press. Implement regular checks and maintain a log on the condition of the machinery, including professional servicing schedules. Use correct tools and equipment for the job at hand. Never try to make due with what's on hand if it's not fit for purpose. Enforce strict adherence to lockout/tagout procedures to prevent accidental machine operation during maintenance or downtime. Visual inspections should be carried out to detect fluid leaks, unusual vibrations, or excess heating. Regularly maintain and service hydraulic machines according to manufacturer instructions. 	2M



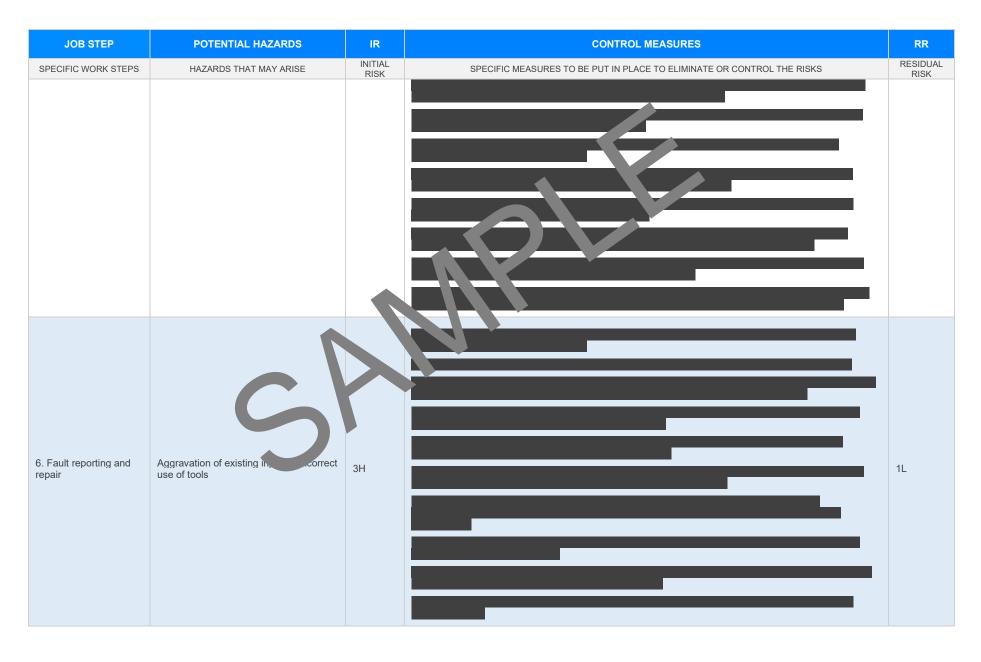
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Install emergency stop buttons within easy reach of any operator around the machine for prompt response in case of an incident.	
			- Availability of updated safety data sheets (SDS) curaining employees on the handling and storage of hydraulic fluids.	
			- Wearing appropriate personal protective in tipment (PP) such as gloves, safety goggles, and dust masks where necessary.	
			- Conducting risk assessments routinely to iden and control potential threats.	
			- Keep a clear and clean surregidings around the straulice ess to prevent trip hazards and clutter that might interfere with safe operat.	
			- Encourage remaining of a missue or concerns organding the hydraulic press operations, no matter how minor they non-seem.	
			- Properties and encode use of Personal Protective Equipment (PPE) such as safety gloves, eye protection, and here -duty footwear. This will protect against hand injuries and eye injury by flying debris.	
			- Ensure that, completensive risk assessment is carried out before operating the hydraulic press, identifying pole, tial has, ds and how to mitigate them.	
			- erate should be adequately trained on how to use the equipment safely, including knowledge on the correct of a ment of hands and understanding the risks involved.	
			Incourage regular breaks to prevent fatigue and loss of concentration, which may lead to mistakes and ac idents.	
			Install machine guards to shield the operator from any high-speed particles or fragmentary materials.	
. Operating hydraulic	Hands trapped, E injury from the debris	4A	 Regularly service and maintain the hydraulic press to ensure it's working optimally and safely. Any malfunctioning parts should be repaired or replaced promptly. 	3H
ress	debris		- Implement an 'Emergency Stop' button that can instantly halt the machine in the event of an emergency.	
			- Clear the workspace of unnecessary items to prevent tripping or other forms of accidents caused by clutter.	
			- Use well-designed tools and fixtures that hold the workpiece securely during pressing operations, reducing the chances of slippages that could cause hand entrapment.	
			- Develop and implement standardised operating procedures to ensure consistency and safety while operating the hydraulic press.	
			- Encourage a culture of safety where workers feel comfortable reporting hazardous conditions or unsafe behaviours.	
			- Enforce a strict 'no bypassing safeguards' policy. All protections provided must be used appropriately and consistently.	
. Materials handling	Heavy lifting, Slips, trips and falls	4A		2M





Date of Issue:





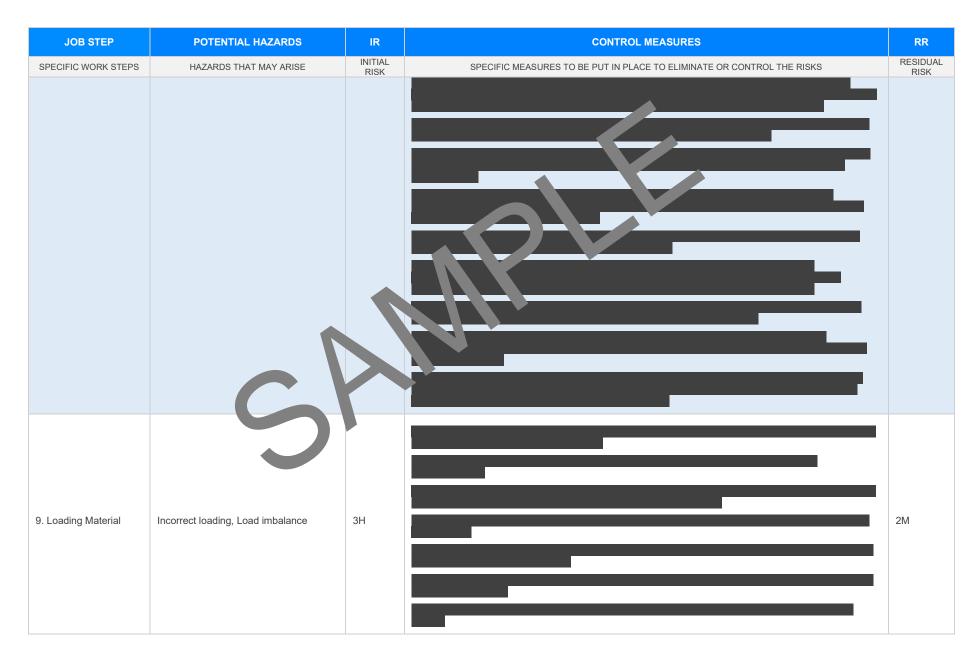


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
7. Emergency Response Preparation	Lack of proper emergency response, panic	31		1L
	5			
3. Equipment Testing	Equipment malfunction, Unscheduled shutdown	ЗН		2M

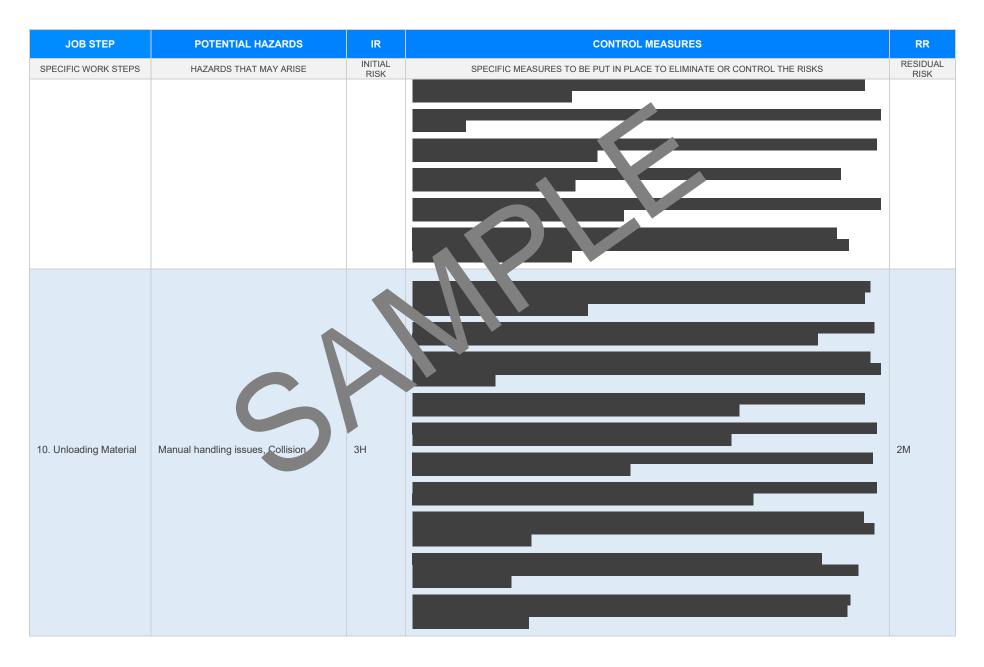
Version 2.5

Date of Issue:

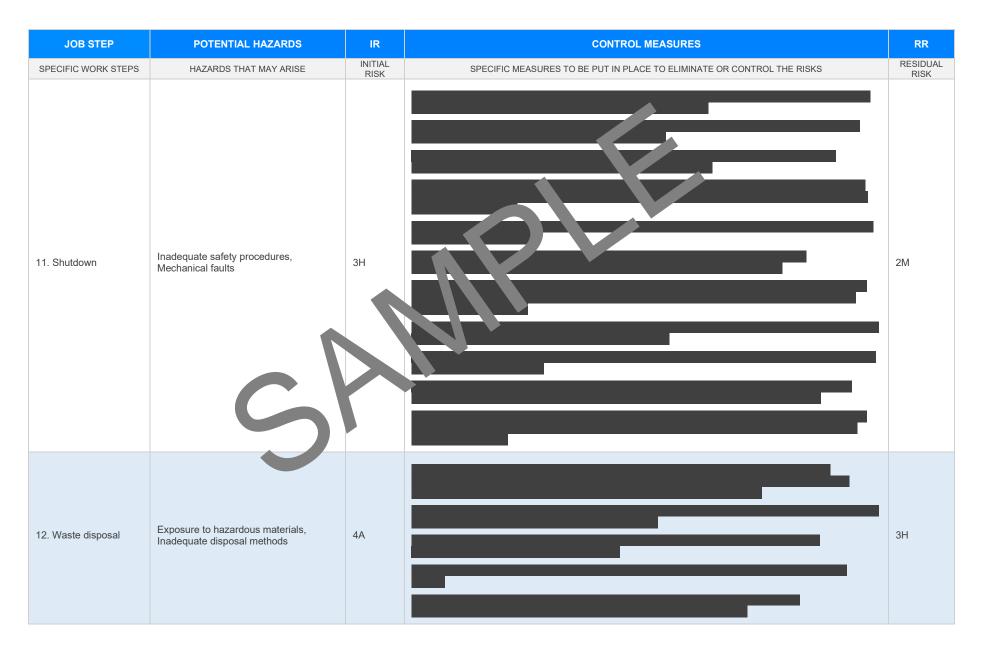




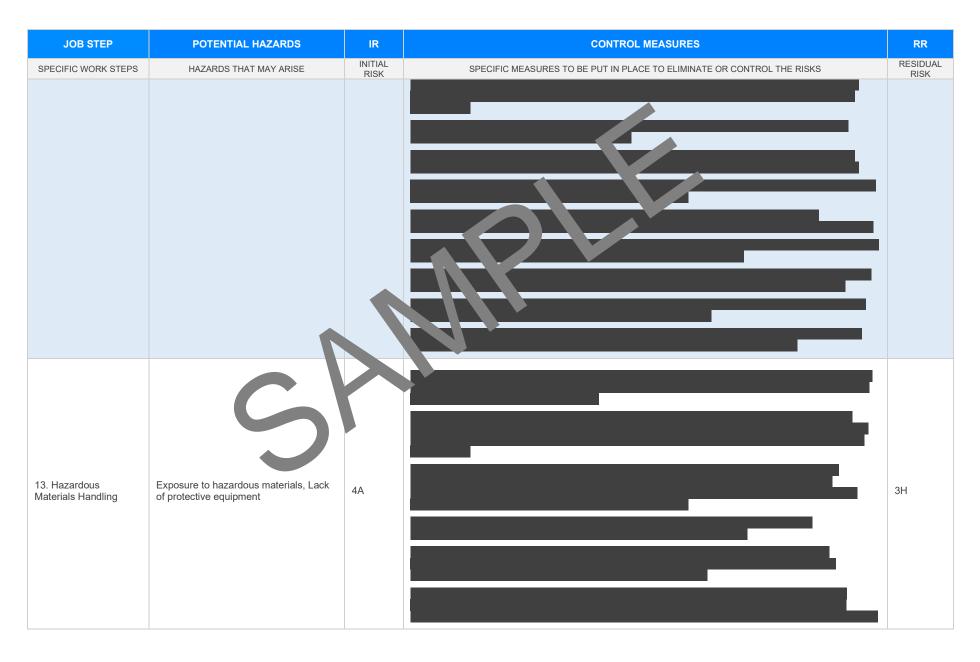




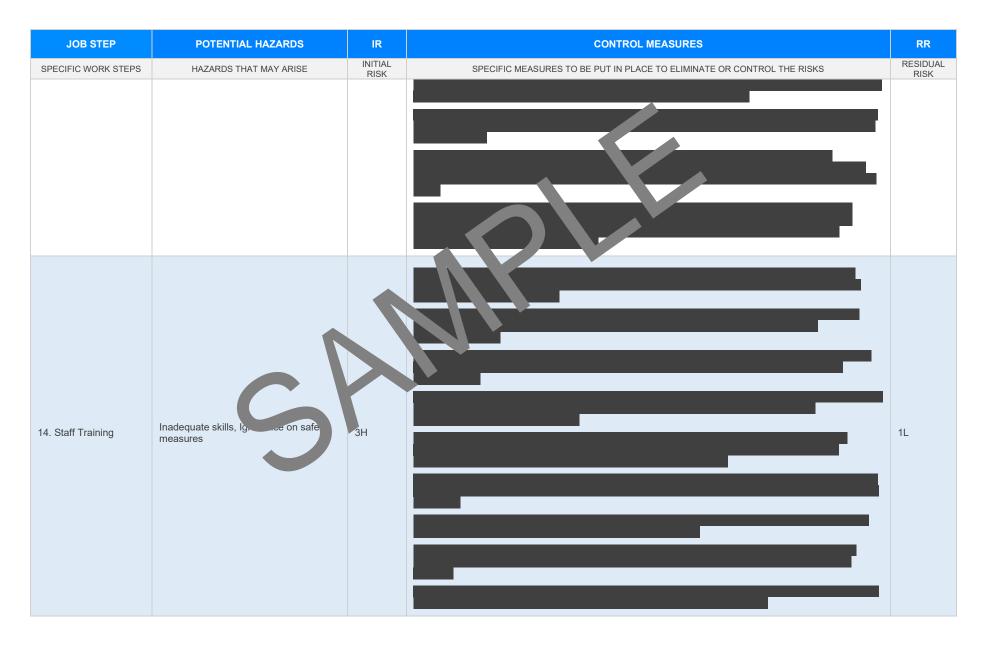














JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
15. Equipment operations review	Defective machinery, Inadequate supervision	44		2M

Version 2.5



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 LEGISLA	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 Octopational Health as Safety Act and 4 Octopational Health and affety regulations 2017 Legistron VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-oulates</u> oulates
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/legislati Codes of Practice NSW: https://www.safework.nsw.gov.au/legal-obligations/legislati	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: https://worksafe.nt.gov.au/laws-and-compliance/worplace-serve-laws Codes of Practice NT: https://worksafe.nt.gov.au/from of the server se	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- codes-of-practice</u>
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_laces/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	 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
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.	 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 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