



Operation Of Hydraulic Ha	mmers SAFE WORK MET	HOD STATEMENT (SWMS)	
TASK OR A	ACTIVITY: Operation Of Hydrauli	c Hammers	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E 111:	
THIS SAFE WORK METHOD	STATEMENT IS APPROXID BY	THE PC VOF TP' ROJECT	
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	statement (SWMS) is prepared before
Full Name:			
Signature:		Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring	apliance the VMS a well as review	s and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS & (MS M) HAVE THE FOLLOWING COMMUNICATED	NA. 2 OF ALL RELEVANT PERSONNI EVELOPMENT AND APPROVAL OF	EL WHO HAVE BEEN CONSULTED AND C THIS SWMS	OMMUNICATED TO IN THE
Safety meetings or toolbox talks will be sched sed in account with gislative requirements to first identify any site hazards, and then to further take steps to either eliminate or continuous each hazard.			
If an incident or a near miss occurs, all work must sto, 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.			

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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	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 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 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	rchy of Controls: ost effective metho nging the work is th	d of controlling a	hazard. Enginee	ering by isolati	on is the in ost e	en 'ive, while	rd. Substitution Administrative effective	Administrative Change the work. PPE	

				PERS		TIVE EQUIPM					
		Select the app	propriate PPL	abo√ ≃uitab	ic or the equi	pment used or	the job task	being perforr	ned (if applica	ıble).	
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION	HEARING ETION	P ECTION	R PIRATORY PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
Other PPE R	Required:										
	Pe	ermit or Licen	ses Requirem	ents			Ma	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	Improper handling of heavy materials, Insufficient personnel training	2M	 Ensure all personnel involved are adequate trained and competent in the operation and handling of hydraulic hammers. Use mechanical aids or equipment such as it may or hoists to lift and move heavy materials, minimising manual handling. Conduct a risk assessment part to commencing took too untify potential hazards associated with handling heavy material. Clearly label or colour-one may also to be habled to prevent confusion during transport and storage. Maintain clear and access are commencing or throughout the worksite using hand signals or two-way radion. User is an all premative equipment (PPE) such as gloves, steel-tood boots, and back support belts to protect use at injure from handling heavy items. Estable in a coar pathonid designated area for material movement to avoid slips, trips, and falls. wheduregue refresher training sessions for personnel to ensure updated knowledge on safe handling a actices and use of PPE. Implementabled by systems where necessary, ensuring that no personnel is lifting or handling heavy in erials alone. Inspect hydraulic hammers and related equipment regularly before use to ensure they are in good working order to prevent mechanical failure. Provide supervision or a spotter when lifting operations involve complex manoeuvres or restricted visibility. Set up exclusion zones around areas where heavy materials are being moved to prevent unauthorised access and reduce the risk of injury to bystanders. Develop and enforce emergency response procedures specific to incidents involving hydraulic hammers and heavy material handling. 	1L
2. Pre-operation Inspection	Faulty equipment, Unsuitable personal protective equipment (PPE)	3Н	 Conduct a thorough inspection of the hydraulic hammer prior to use, checking for any visible damage or wear. Ensure all equipment is maintained according to manufacturer specifications and maintenance records are up-to-date. Verify that all safety guards and covers are intact and properly secured. Check hydraulic hoses and connections for leaks, cracks, or signs of deterioration. Ensure operators have received proper training in the use and inspection of hydraulic hammers. Use only manufacturer-approved replacement parts and components during maintenance. 	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	
			- Verify the correct pressure settings to avoid overloading the equipment.		
			- Inspect the impact area of the hammer for any signs of wear or cracking.		
			- Ensure that all control mechanisms (levers, but s) are functioning smoothly and as intended.		
			- Confirm the availability and suitability of copriate personal protective equipment (PPE), such as safety boots, helmets, ear protection, and gives.		
			- Conduct a PPE check to ensure there are no operator.		
			- Include a pre-start checklist in must be complete projection of complete projection and the complete projection of the complete		
			- Immediately represents the operate equinos at until reserved.		
			- Ensurall work read the clear of unnecessary equipment and debris to minimise tripping hazards.		
	Tripping hazards, correct placement of hydraulic hammer	f 3H	- Mark le ly defin pedestrian pathways with high-visibility tape or signage to prevent unauthorised access		
			Use balliers quardicus around excavations or uneven surfaces.		
			- duc a site withrough before commencing work to identify any potential tripping hazards, addre in them immediately.		
				rain workers on safe walking practices and the importance of maintaining awareness of their standings.	
			Implement a housekeeping schedule to regularly clean and organise the worksite.		
Cita Cat			- Position the hydraulic hammer on stable, flat ground away from high-traffic areas.	2M	
3. Site Set-up			- Double-check that the hydraulic hammer is secured properly based on manufacturer guidelines before operation.	ZIVI	
			- Utilise spotters to guide machine operators when manoeuvring heavy equipment around the site.		
			- Conduct daily equipment inspections by trained personnel to ensure all components are in good working order.		
			- Display adequate signage warning of overhead and underground services near operating equipment.		
			- Establish exclusion zones around the hydraulic hammer during operation and enforce these through supervision and signage.		
			- Ensure all operators hold the relevant training and certifications specific to the machinery they are using.		
			- Plan the site set-up in advance to optimise equipment placement, minimising unnecessary movement and handling during operations.		
Required PPE and Safety Checks	Inadequate PPE, Lack of safety knowledge	4A		3Н	



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5. Operation planning	Poor communication, Inadequate work plan	ЗН		2 M



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6. Commence Work	Unprotected moving parts, Machine malfunction risks	ЗН		2M
7. Conducting Hammer Operations	Miscalculations, Overexertion and fatigue, Flying debris	4A		3H



8

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3. Adjustments & Maintenance	Unsafe adjustments, Improper maintenance practices	3H		2M
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9. Breaks & Operator Changeover	Communication breakdown, Undefined handover procedure, Physical hazards due to rushing	ЗН		2M
10. Completion and clean up	Slipping/Tripping hazards, Unsafe handling of waste	2M		1L



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11. Regular Equipment Checks	Worn out parts, Unserviced maching	ЗН		2M



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12. Transporting Equipment	Improper loading procedures, Faulty transportation vehicle	ЗН		2M
13. Decontamination	Exposure to hazardous materials, Improper cleaning methods	ЗН		2M



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14. Reporting & Documentation	Unclear reporting proces in documentation due to haste or lack of understanding	2M		1L



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15. Emergency Procedures	Poor understanding of emergency protocol, Lack of immediate access to emergency tools and equipment	ЗН		2M
16. Shutdown & Decommissioning	Unsafe deconstruction practices, Unplanned collapse risks	4A		ЗН



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17. Post-Work Inspection	Oversight in safet hecks, Lingering hazards	ЗН		2M



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18. Training Reinforcement	Insufficient knowledge retention, Miscommunication of updated procedures	2M		1L
19. Regular Audits	Overdependence on preliminary checks, Ignored minor concerns that could escalate	зн		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
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20. Feedback & Improvement Strategies	Resistance to change the property of the prope	anvi		1L



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/legislations/

Codes of Practice NSW: https://www.safework.nsw.gov.au/resource-library/lis > odes-oi racti

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National Uniform Legislation) Regulation 2011

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/le_lation

Codes of Practice for SA: https://www.safework.sa.gov.au/wor 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

des on actice VI autros://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 mpleted.		
Check control measures added to the SWMS are the most effective selective.		
Responsible person is assigned and listed on the person is as a person is a per		
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 a noted on the SWMS.		
Describes any mandatory qualifications, experience, and 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.		
Identifies any hazardous substances used with specific control measures in line with any SDS.		
REVIEWED BY	DATE REVIE	WED
SIGNATURE	DATE COMPL	ETED