Roll Bender SA	AFE WORK METHOD STAT	EMENT (SWMS)	
	TASK OR ACTIVITY: Roll Bender	r	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E ail:	
THIS SAFE WORK METHOD			
Under the Work Health and Safety Regulation (WHS Regulation), a person conduct the proposed work starts.	cling a business of unor of (PC -1) is	required to en that a safe work method s	tatement (SWMS) is prepared before
Full Name:			
Signature:	NX	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 PHAVE 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 ed in according with gislative requirements to first identify any site hazards, such to compare hicas 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 attactive 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	000DF			HEIRARCHY OF CONTROLS				
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	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 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 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
			- Conduct proper housekeeping: Keep the way area clean and organised, ensuring that there are no loose objects or debris on the floor that can also use slips of s, and falls.	
			- Ensure adequate lighting: Verify that the work of the well-lit, making it easier for workers to see potential hazards and avoid accidents.	
			- Proper footwear: Encourage comployees to wear opprovate footwear with good traction to reduce the risk of slipping or tripri	
			- Safe lifting techniques: The temperates in proceed manual handling techniques, including how to lift heavy object afely to minute the vice of including techniques.	
			- Use schanter aids: then possible, we mechanical lifting devices such as pallet jacks, trolleys, or hoist. Assist we wing large or heavy objects.	
	Slips, trips and falls, Manual handling injuries		- Post gringe: Disput clear signs indicating potential hazards, such as wet floors or uneven surfaces, to remind ork to tak xtra precautions.	
1. Preparation		2M	Implement a new lar maintenance schedule: Regularly maintain and inspect the roll bender equipment and york, ace to waickly identify and address any potential hazards.	1L
			Estable esignated walkways: Clearly mark walking paths and keep them free from obstructions, loing workers navigate the area safely and efficiently.	
			- Provide adequate training: ensure that workers are appropriately trained in the use of the roll bender and understand best practices for avoiding hazards during the preparation stage.	
			- Communicate about ongoing risks: Regularly communicate with the team regarding any identified hazards so they can adjust their actions accordingly.	
			 Monitor employee workload: Prevent injuries resulting from overexertion by adequately managing workloads and giving employees enough time for breaks or task rotations. 	
			 Periodic safety audits: Conduct regular safety reviews to ensure that control measures are being implemented correctly and effectively to keep workers safe. 	
			- Implement an incident reporting system: Encourage employees to report any safety concerns, incidents, or near misses promptly to management, enabling immediate action to be taken to prevent further accidents.	
2. Inspection	Electrical hazards, Equipment failure	2M	 Regular electrical inspections: Ensure all electrical components of the Roll Bender, including power cords and plug connections, are checked and maintained by a qualified electrician regularly to prevent electrical hazards. 	1L
2	Electrical nazards, Equipment failure	∠IVI	- Turn off and unplug the equipment when not in use: Ensure the Roll Bender is turned off and properly unplugged from its power source when not in use to minimise the risk of unintended startup or electrical shock.	12



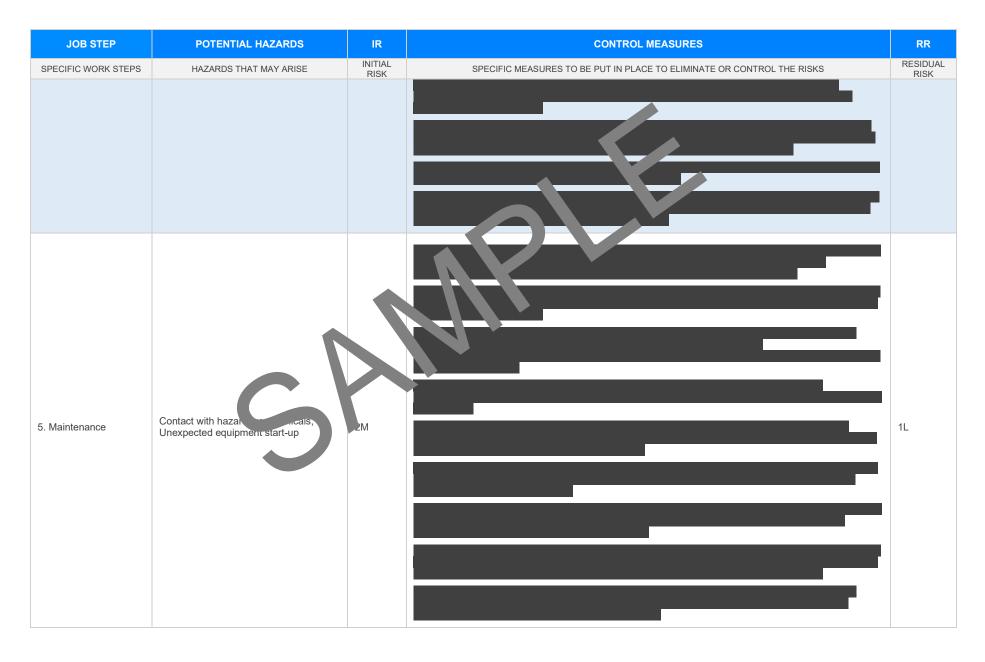
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Pre-start equipment checks: Before using the Roll Bender, conduct a thorough inspection of the equipment, ensuring all parts are secure, free from damage, and functioning as intended.	
			- Emergency stop button: Ensure the Roll Bender to a running and accessible emergency stop button that is checked for proper function before each te.	
			- Training and competency: Only trained all competent to kers should be allowed to operate the Roll Bender, maximising safety and reducing the store competent failure.	
			- Personal protective equipment (PPE): All open us and other personnel working near the Roll Bender must wear appropriate PPE, uch as gloves, safe plasses our hearing protection, to mitigate potential injuries associated with equipment failure.	
			- Provide clear, view es, ge: b, lay warning signs around the Roll Bender area to inform workers of the presence remetrical h, ards, important of maintaining safe operating procedures, and the risk of equipment tilure.	
			- Implement loc structure procedures: stablish and enforce a lockout/tagout procedure to ensure that the R and rise sperly shut down and secured during repairs, maintenance, or other situations where accide tagent tivation ould pose a risk.	
			- Use puper using techniques: When handling or moving heavy components of the Roll Bender, use proper luing techniques to avoid strain injuries and reduce the possibility of causing equipment damage.	
			- Sendul of preventative maintenance: Develop a routine maintenance schedule for the Roll Bender to identify a address potential equipment failures before they become hazardous.	
			ddressing liquid spills promptly: Any spills of hydraulic fluid or coolant should be cleaned up introdiately to limit the risk of slips, falls, and contamination that could contribute to equipment failure or electrical hazards.	
	S		- Keep the area around Roll Bender clean and organised: Ensure the work area is free from clutter, trip hazards, and unnecessary equipment to promote safety and reduce the likelihood of accidents or equipment damage.	
			- Properly store tools and accessories: All tools and accessories used with the Roll Bender should be properly stored when not in use to minimise the risk of injury, damage, or interference with the machine's operation.	
			 Provide thorough training and clear instructions to workers regarding setup procedures, including proper equipment handling to prevent entanglement or crush injuries. 	
			- Ensure that operators wearing appropriate personal protective equipment (PPE) such as safety gloves, footwear, and eyewear to minimise risk of injury during the setup process.	
3. Setup	Entanglement, Crush injuries	ЗH	- Perform regular inspection and maintenance on roll bender equipment to prevent malfunctions and ensure all parts are in good working order.	2M
			- Utilise machine guards and safety devices during the setup process to protect against entanglement and crush injuries. These should be properly installed according to manufacturer's guidelines.	
			- Establish a safe work zone around the roll bender, with clearly marked boundaries and signage to keep unauthorised personnel at a safe distance.	



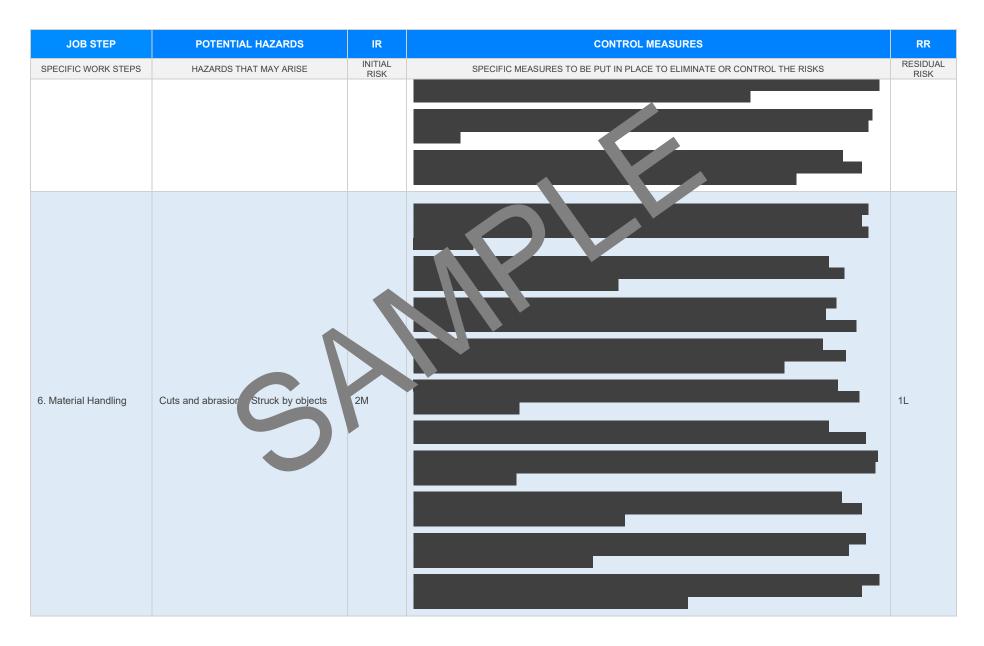
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			 Implement standard operating procedures (SOPs) for stopping and starting the roll bender machine during setup, including lockout/tagout procedures to prevent accidental startup. 	
			- Encourage open communication between worker or identify potential hazards and address any concerns related to the setup process.	
			- Assign a competent supervisor to overset use setup process, ensuring that all control measures are implemented and adhered to by the workers.	
			- Develop and implement an emergency response plan in case of accidents or incidents during the setup process, including immediate access to first aid a trained resonnel.	
			- Keep workspaces clean organ ed, and free from a stacles or clutter that could contribute to accidents or injurie can the row ender setup process.	
			- Regularly receive and updays SWM, and correct measures based on worker feedback and experiences, ensuring control us improvement in V. Kruee health and safety standards.	
4. Operation	Noise exposure, Operating unguard equipment	ЗН		2М

Version 2.5

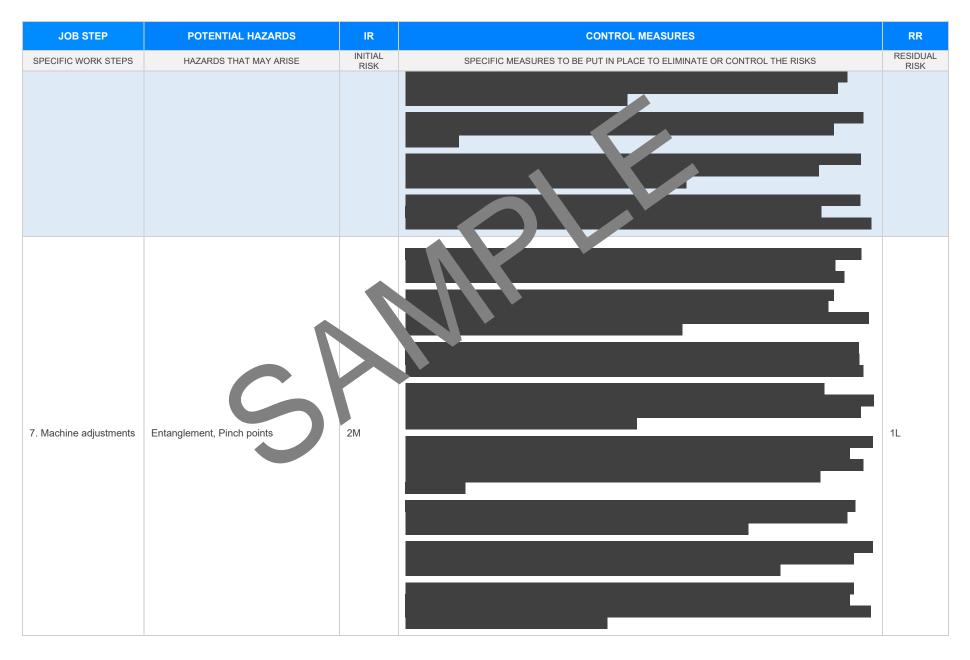












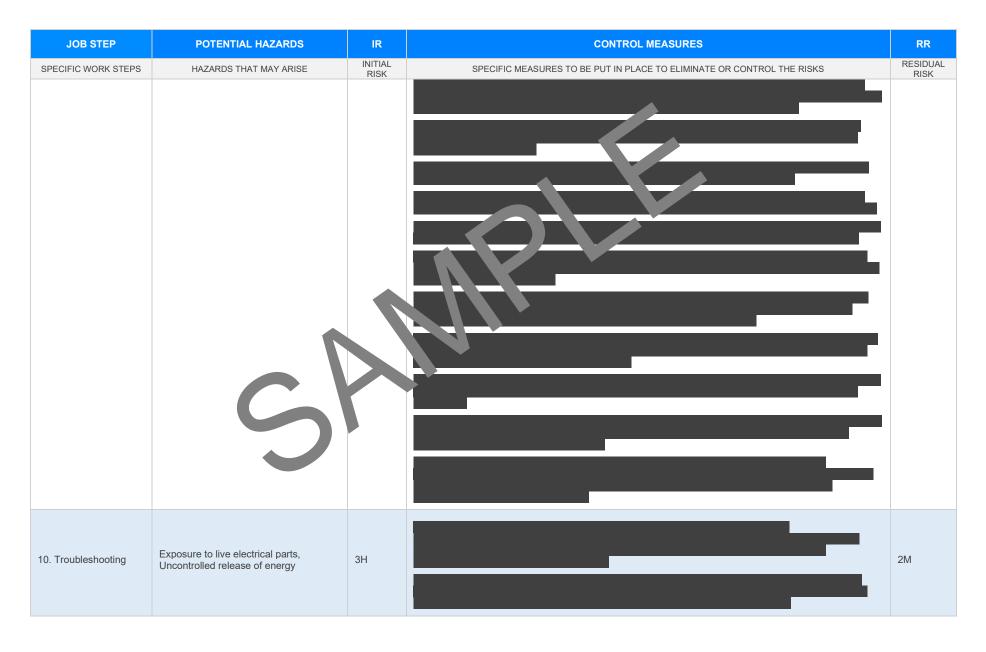


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
				•
				•
	Risk of slips due to let floor. Contact			
Cleaning	Risk of slips due to yet floor, Contact with cleaning sub-	2М		1L
Storage	Manual handling injuries, Falling objects	s 2M		1L

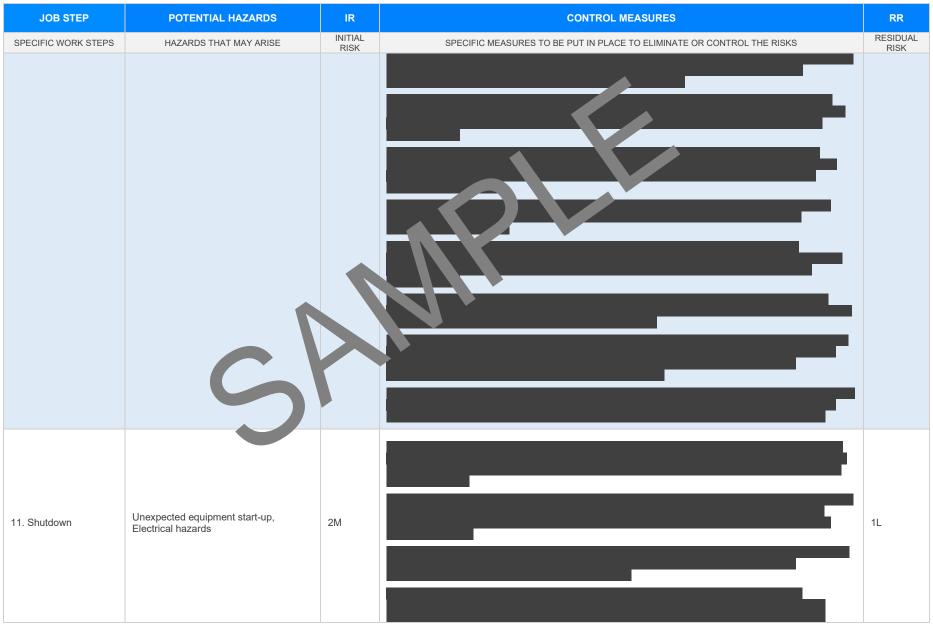
Version 2.5

Date of Issue:

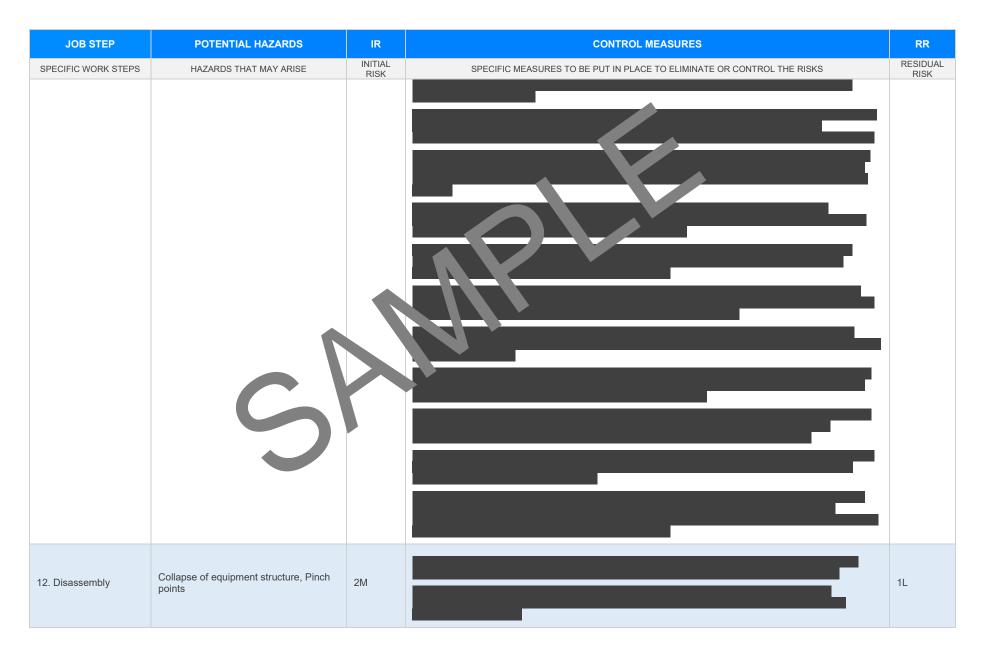














JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK



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