Roller, Compactor	SAFE WORK METHOD ST	TATEMENT (SWMS)							
TA	SK OR ACTIVITY: Roller, Compa	ctor							
Business Name:		ABN:	SWMS#						
Business Address:									
Contact Person:	Phone:	E fil:							
THIS SAFE WORK METHOD	STATEMENT IS APPRO								
Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or under the group of (Poul) is required to ensure that a safe work method statement (SWMS) is prepared before the proposed work starts.									
Full Name:									
Signature:	NK	Title:	Date:						
Details of the person(s) responsible for ensuring implementation, monitoring	ppliance i 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	NAME 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 red in according with a gislative requirements to first identify any site hazards, such a compared to compare hicas those hazards and then to further take steps to either eliminate or contract each hazard.									
If an incident or a near miss occurs, all work must stop an ately. 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	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	ENTIAL 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 and trips, Incorrect equipment usage	2М	<ul> <li>Conduct comprehensive workplace inspearence to identify any potential hazards, such as loose wires or uneven surfaces, ensuring that the area is our of obstrue a before commencing work.</li> <li>Provide adequate task-specific training for all our or susing the roller compactor, including proper equipment handling and maintenance procedure.</li> <li>Implement a pre-start check transure the roller compact and lis components are in good working order, with any defector issues using reported and outwed immediately.</li> <li>Establish designated peop trian to tways in the worksite, separating foot traffic from the roller compactor's erational sput to aver aligned period.</li> <li>Instruction proping a signal e around the orksite to clearly indicate the roller compactor's operating area, helpil supprevention outprised access and reduce the risk of incidents.</li> <li>Reque a norker on-site to wear appropriate Personal Protective Equipment (PPE), such as high-visibility fortune, silp-vistant footwear, and hard hats.</li> <li>Develor spite-specific, documented Safe Work Method Statement (SWMS) for roller compaction tivities, detailing step-by-step procedures for safely carrying out tasks, and regularly reviewing and up thing the document.</li> <li>Maintain a clean and organised worksite, minimising clutter that could potentially cause slips, trips, or fails, and decreasing the likelihood of incorrect equipment usage.</li> <li>Create and implement clear communication protocols between roller compactor operators and ground staff, helping to coordinate activities and reduce the risk of accidents.</li> <li>Regularly review and update risk assessments and control measures, as changing conditions or circumstances may warrant adjustments to maintain optimal safety standards.</li> <li>Enforce a zero-tolerance policy on horseplay, rushing, or inattention in the workplace, promoting a culture of safety awareness and vigilance among all staff.</li> <li>Provide access to emergency equipment such as first aid kits and fire</li></ul>	1L
2. Equipment inspection	Faulty equipment, Struck by moving equipment	ЗН	<ul> <li>Conduct a thorough pre-operational inspection of the roller and compactor equipment to identify any potential hazards or issues that may have arisen since the last use.</li> <li>Ensure that all workers operating and engaging with the roller and compactor equipment have completed mandatory training programs regarding the safe operation and basic maintenance of this specific type of machinery.</li> </ul>	2М



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE RISK		SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Implement a regular preventive maintenance schedule for the roller and compactor equipment, including routine checks on critical parts such as hydraulic systems, brakes, tires, and engine components.	
			- Place warning signs and safety barriers around the working area to alert workers and prevent unauthorised access to areas where the roller are compactor equipment is being operated.	
			- Establish effective communication channers between mentione operators and ground crew members, such as using radios or hand signals, to ensure even the is kept informed of movements and potential hazards.	
			- Mandate the use of Person, Protective Equipment (PPE) for vorkers in proximity to the roller and compactor equipment, includin high-visibility vests, real and boots, gloves, and hard hats as appropriate.	
			- Adopt safe or pating proclures crestricting or roller and compactor equipment operation to designated a rus within the orksite of arrang locations where there are obstructions or uneven surfaces.	
			- Praces defension avoing techniques when operating the roller and compactor equipment by maintal time proper deeds, following recommended separation distances, and using caution when approal ning find spaces.	
			Set up esign and loading and unloading zones for the roller and compactor equipment, ensuring that a scale we from sazards and able to bear the weight of the heavy machinery.	
	1		Contract sly assess weather conditions and visibility, adjusting work schedules and safety measures cording. to minimise the risk of accidents caused by inclement weather or limited visibility.	
			- A sign a competent supervisor to monitor the roller and compactor equipment's operation, oversee adherence to safety protocols during work, and assist in addressing any potential hazards or issues that may arise during the work step.	
			- Establish emergency response procedures, including having first aid kits and trained first aid personnel on site, as well as an efficient means to contact external emergency services if needed.	
			<ul> <li>Conduct additional safety training and refresher courses for all relevant personnel to review best practices related to roller and compactor equipment use, handling, and maintenance.</li> </ul>	
			- Encourage a culture of open communication, allowing workers to voice any concerns or report potential hazards promptly without fear of retribution, ensuring faster resolution of issues and maintaining a safer working environment.	
			- Conduct a thorough site inspection before work commences to identify any ground instability, soft spots, and slopes that could pose challenges to Roller or Compactor.	
3. Site evaluation	Unstable ground, Proximity to power	ЗH	<ul> <li>Provide proper training for operators in identifying ground instability hazards, techniques to avoid rollovers, and implementing safe work practices while operating the machinery.</li> </ul>	1L
	lines		- Ensure all utility lines and power lines are accurately marked on-site maps, so workers can exercise necessary caution near them. Notify local utility companies if needed for further consultation/advice.	
			- Use safety barriers or clear signage to demarcate a safe working distance from power lines, ensuring workers comply with established minimum safety distances at all times.	

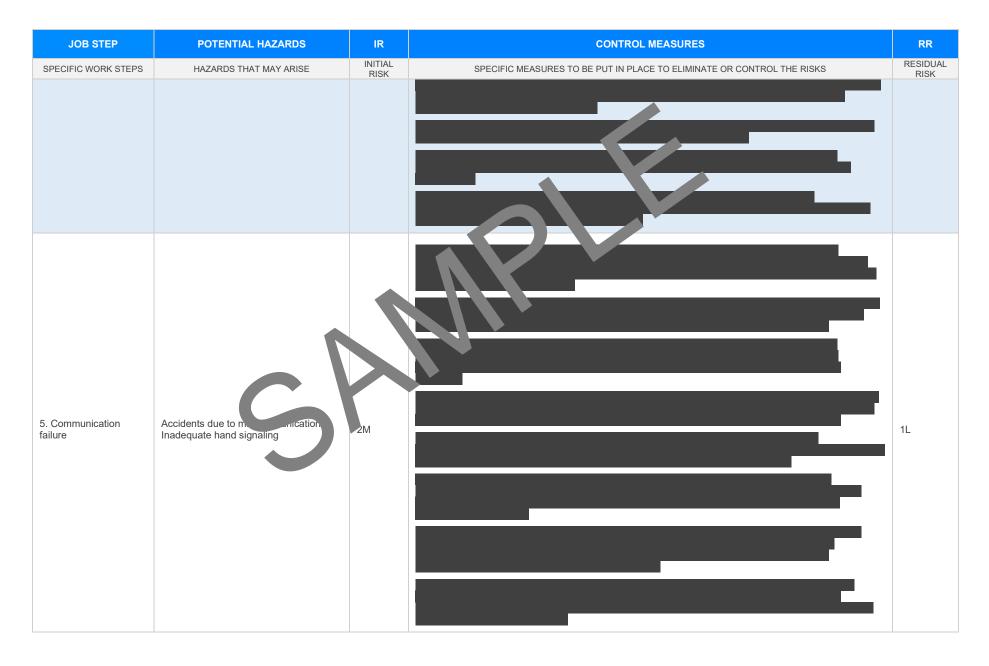


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Utilise geotechnical assessments or engineering experts to assess the site for unstable ground conditions that may not be immediately visible. Implement recommendations to either rectify the issue or modify work processes to safely proceed.	
			- Develop an emergency response plan for improvate action in case of equipment rollover or contact with power lines. This plan should also include communication protocol with emergency services, first-aid providers, and precautions to protect other converses on the second se	
			- Regularly maintain and inspect Roller and Compared or equipment to ensure optimal working condition, including checks on braking systems, stability mananisms, and roximity alarms.	
			<ul> <li>Enforce a spotter system who working near powering a specially where there is limited visibility. The designated spotter process added tely trained and excepted with reliable communication tools to alert operators of potential risk.</li> <li>Implement act operating peed line, for power and Compactor machinery in areas identified as high risk for unstable round a proximity to oper lines. Lower speeds allow for better control and increased</li> </ul>	
			respond time to open ors in unexpected situations. - Contrue by revision and update the Safe Work Method Statement (SWMS) for this particular task by incorporating essents arred from incidents, near misses, and best industry practices.	
4. Operating roller compactor	Falls from height, Collision. Counter vehicles	ЗН		2М

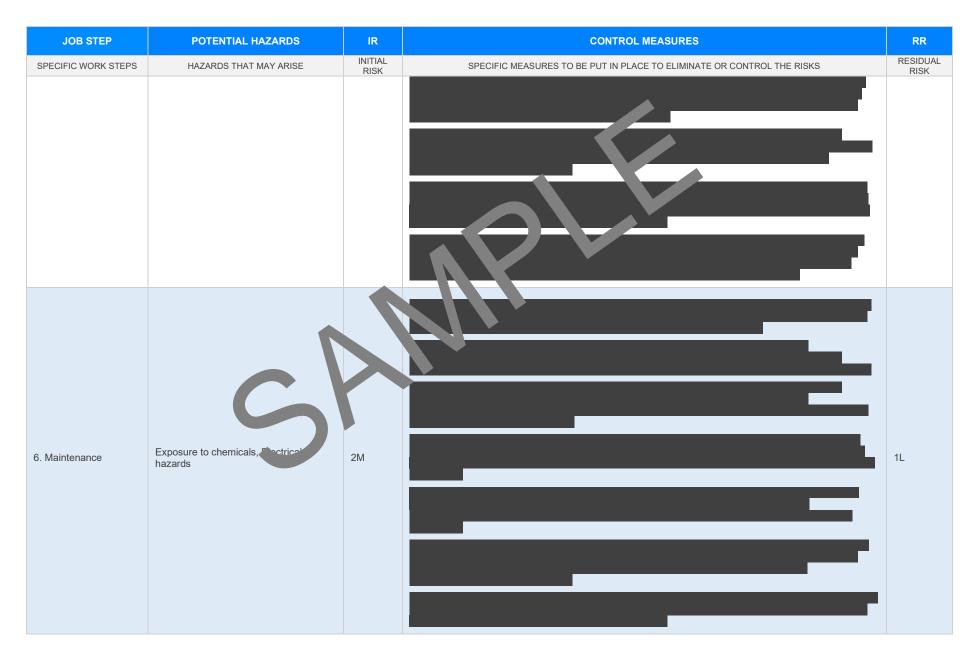
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Date of Issue:



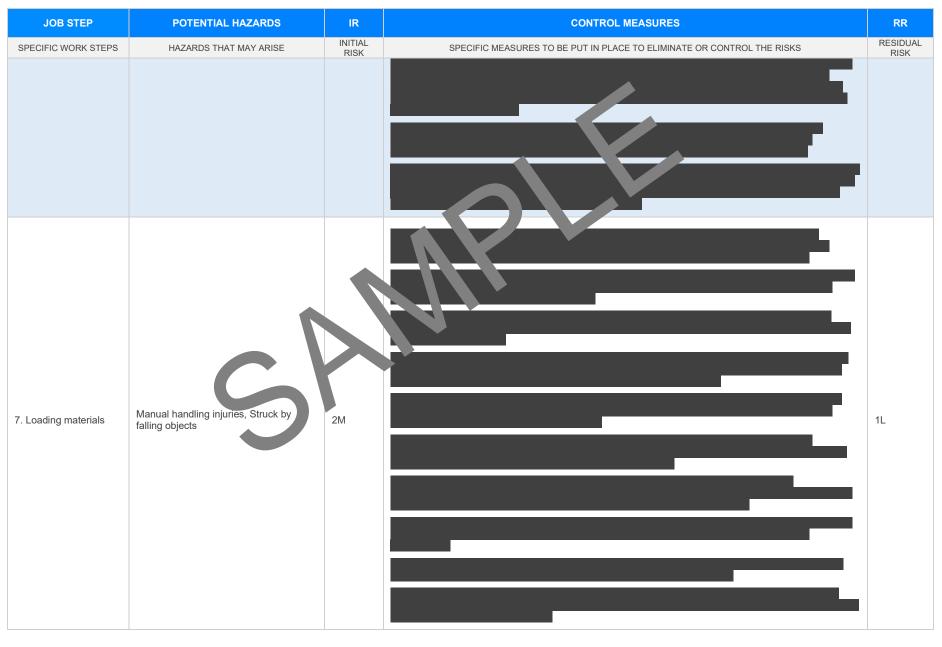






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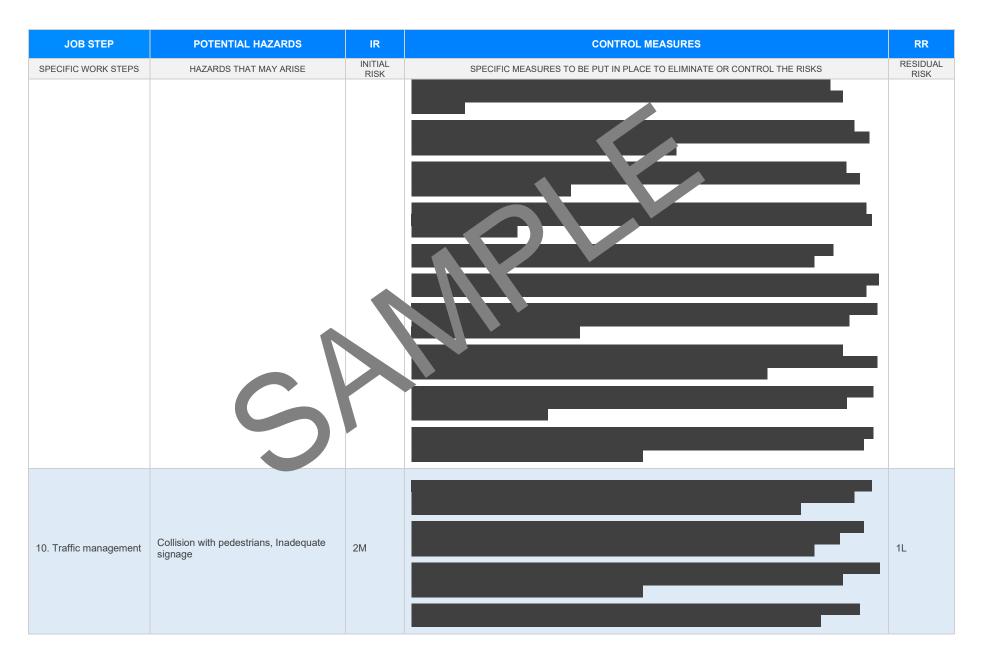


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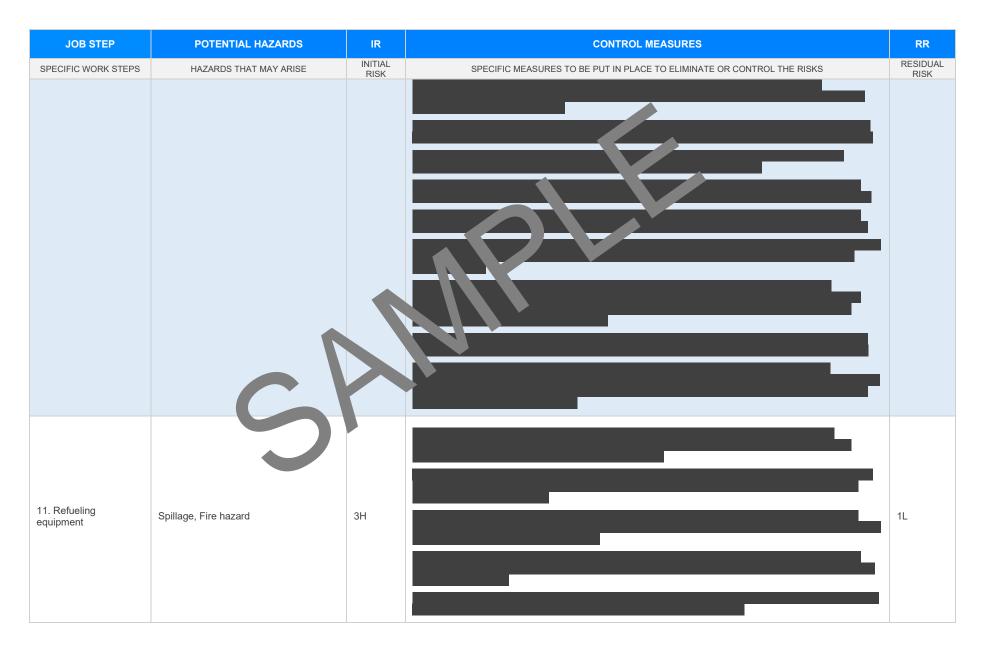


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
				I
8. Unloading materials	Incorrect unloadin procedure, Vehicle tip-over	ЗН		2М
9. Clearing debris	Sharp objects or hazardous materials, Slip and trip accidents	2M		1L

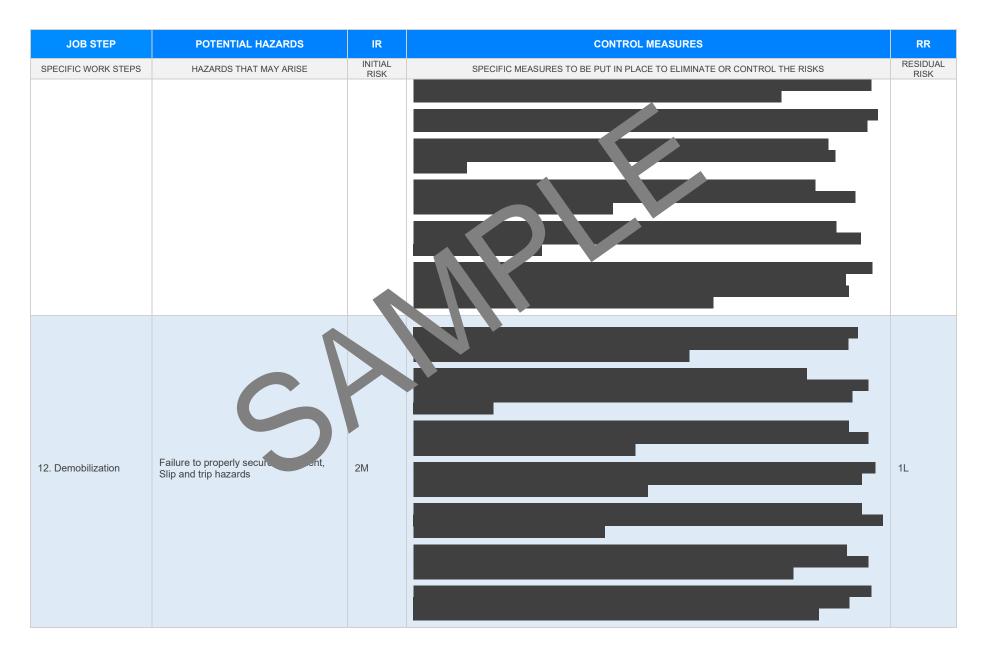














JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
	S			



#### **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: <u>https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws</u> Codes of Practice QLD: <u>https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice</u> Legislation ACT: <u>https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</u> Codes of Practice ACT: <u>https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</u>	Victoria Octopational Health at Safety Act and 4 Octopational Health and prfetvingulations 2017 Legistron VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- gulations</u> of thes 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: <a href="https://www.safework.nsw.gov.au/legal-obligations/legislati-codes">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes</a> codes of Practice NSW: <a href="https://www.safework.nsw.gov.au/resource-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes</a> codes of Practice NSW: <a href="https://www.safework.nsw.gov.au/resource-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes</a> codes of Practice NSW: <a href="https://www.safework.nsw.gov.au/resource-library/lis">https://www.safework.nsw.gov.au/resource-library/lis</a> <a acts-and-regulations"="" href="https://www.safework.nsw.gov.gov.gov.gov.gov.gov.gov.gov.gov.gov&lt;/td&gt;&lt;td&gt;Western Australia&lt;br&gt;Work Health and Safety Act 2020&lt;br&gt;Work Health and Safety Regulations 2022&lt;br&gt;Legislation Western Australia: &lt;u&gt;https://www.commerce.wa.gov.au/worksafe/legislation&lt;/u&gt;&lt;br&gt;Codes of Practice WA: &lt;u&gt;https://www.commerce.wa.gov.au/worksafe/codes-practice&lt;/u&gt;&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;Northern Territory&lt;br&gt;Work Health and Safety (National Uniform Legislation) Act 2011&lt;br&gt;Work Health and Safety (National Uniform Legislation) Regulation 2011&lt;br&gt;Legislation NT: &lt;u&gt;https://worksafe.nt.gov.au/laws-and-compliance/worplace-serv-laws&lt;/u&gt;&lt;br&gt;Codes of Practice NT: &lt;u&gt;https://worksafe.nt.gov.au/formed-resourcest/compliance/worplace-serv-laws&lt;/u&gt;&lt;/td&gt;&lt;td&gt;Safe Work Australia Links&lt;br&gt;Law and Regulation (All States): &lt;u&gt;https://www.safeworkaustralia.gov.au/law-and-regulation&lt;/u&gt;&lt;br&gt;Model Codes of Practice: &lt;u&gt;https://www.safeworkaustralia.gov.au/resources-publications/model-&lt;/u&gt;&lt;br&gt;&lt;u&gt;codes-of-practice&lt;/u&gt;&lt;br&gt;Model Codes of Practice&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;South Australia&lt;br&gt;Work Health and Safety Act 2012 (SA)&lt;br&gt;Work Health and Safety Regulations 2012 (SA)&lt;br&gt;Legislation for SA: https://www.safework.sa.gov.au/resources/legislation&lt;br&gt;Codes of Practice for SA: https://www.safework.sa.gov.au/work_dces/codes-of-practice#COPs&lt;/td&gt;&lt;td&gt;&lt;ul&gt; &lt;li&gt;Managing noise and preventing hearing loss at work&lt;/li&gt; &lt;li&gt;Confined spaces&lt;/li&gt; &lt;li&gt;Labelling of workplace hazardous chemicals&lt;/li&gt; &lt;li&gt;Managing risks of hazardous chemicals in the workplace&lt;/li&gt; &lt;li&gt;Welding processes&lt;/li&gt; &lt;/ul&gt;&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;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: &lt;a href=" https:="" laws-and-compliance="" topics="" worksafe.tas.gov.au="">https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations</a> Codes of Practice for TAS: <a href="https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice">https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice</a>	<ul> <li>First aid in the workplace</li> <li>Managing the risk of falls at workplaces</li> <li>Hazardous manual tasks</li> <li>Managing the risk of falls in housing construction</li> <li>Managing electrical risks in the workplace</li> <li>Demolition work</li> <li>Excavation work</li> <li>Work health and safety consultation, cooperation and coordination</li> </ul>
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.	<ul> <li>Work health and safety consultation, cooperation and coordination</li> <li>Managing the work environment and facilities</li> <li>How to manage work health and safety risks</li> <li>Managing risks of plant in the workplace</li> <li>Construction work</li> </ul>



#### 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 CON	IPLETED