Secure Perimeter Safe	ety   SAFE WORK METHOD	STATEMENT (SWMS)	
TASK	OR ACTIVITY: Secure Perimeter	Safety	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E ail:	
THIS SAFE WORK METHOD	STATEMENT IS APPROVED BY	THE PC. OF THE 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	opliance the VMS a vell as review	rs and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS MAS PHAVE THE FOLLOWING COMMUNICATED	NACE 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 a gislative requirements to first identify any site hazards, such to compare 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 attely. 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	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.		
is the second me	RARE       LOW       LOW       MODERATE       HIGH       HIGH       LOW       ke records       Isolate the hazard.         otes on Hierarchy of Controls:       Elimination methods are the most effective and preferrement on white a hazard. Substitution the second most effective method of controlling a hazard. Engineering by isolation is the virtue ost entitive, while Administrative ontrols by changing the work is the fourth most effective method. PPE (Personal Protective Equipment), the least effective       Methods       Administrative work.										

						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					

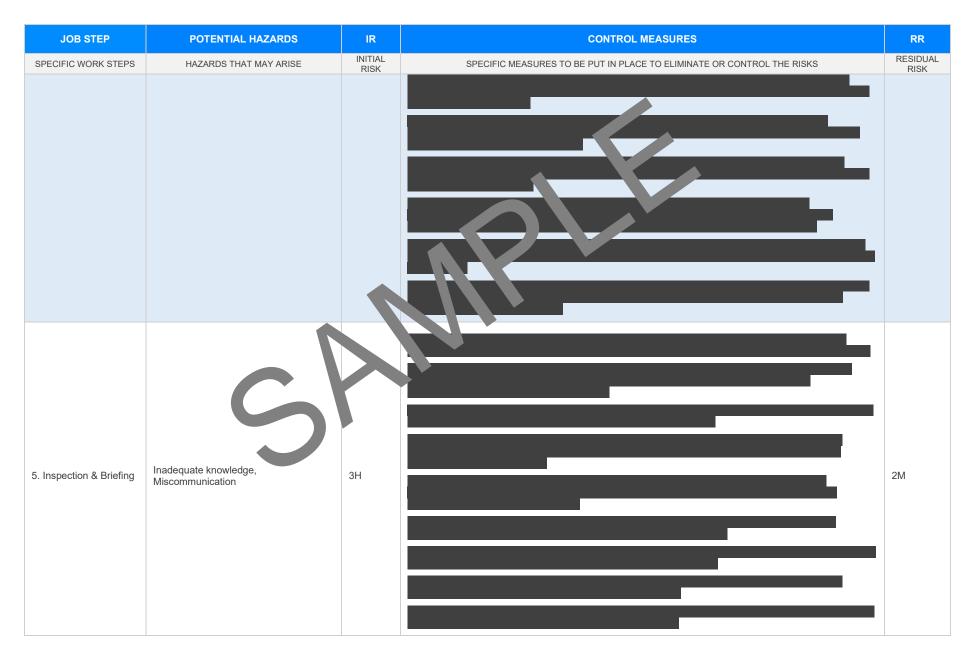


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Trips, Existing of hazardous substances	ЗН	<ul> <li>Conduct a site walk-through to identify an invaria existing trip hazards, such as uneven surfaces or materials on the ground.</li> <li>Place warning signs around known trip hazar endoto alert workers and visitors.</li> <li>Ensure all pathways are close of unnecessary texts, equipment and materials to maintain a tidy work environment.</li> <li>Provide adequate contain all tark areas to improve visibility of potential trip hazards.</li> <li>Use non-slipting to coaten s on surfaces where there is a high risk of slipping due to wet conditions.</li> <li>Implement proper house being practice by regularly inspecting and cleaning the work area to remove any days or spinal.</li> <li>Ensus that all has adous substances are clearly labeled and stored safely according to manufacturer guidelings as theleval safety standards.</li> <li>Provide training to workers on the identification and management of hazardous substances present at site.</li> <li>Equipment path appropriate personal protective equipment (PPE), such as gloves and safety asses, when handling hazardous substances.</li> <li>Implement Data Sheets (SDS) readily accessible for all chemicals onsite and ensure workers understand how to use them.</li> <li>Develop and communicate emergency procedures for incidents involving hazardous substances, including spill response and evacuation plans.</li> </ul>	2М
2. Equipment Check	Faulty equipment, Electrocution	ЗН	<ul> <li>Ensure all equipment is tested and tagged according to current Australian safety standards before use.</li> <li>Conduct visual inspections of equipment for wear and tear, damaged cords, and exposed wires.</li> <li>Use equipment only for its intended purpose and follow the manufacturer's guidelines.</li> <li>Implement lockout/tagout procedures when servicing or repairing electrical equipment.</li> <li>Provide appropriate personal protective equipment (PPE) such as insulated gloves and rubber-soled boots.</li> <li>Train employees on recognising faulty equipment and reporting procedures.</li> <li>Maintain a routine maintenance schedule and keep accurate maintenance records.</li> <li>Use non-conductive tools and materials when working near electrical sources.</li> <li>Install residual current devices (RCDs) to reduce the risk of electrocution.</li> <li>Ensure equipment is stored in dry, dust-free areas to prevent damage and malfunction.</li> <li>Establish a clear emergency response plan for handling electrical injuries or incidents.</li> </ul>	2М



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
			- Limit the use of extension leads and ensure they are appropriately rated for the task.	
			- Ensure a qualified electrician conducts repairs or maintenance of electrical equipment.	
3. Setting Perimeter	Falling objects, Noise disturbance	ЗН	<ul> <li>Conduct a risk assessment to identify potent mazards related to falling objects before starting work.</li> <li>Install and properly secure temporary fence to create controlled and clear boundary around the perimeter.</li> <li>Use overhead protection such as netting or can be to safe used workers from potential falling objects.</li> <li>Ensure all tools and materials use properly stored to be used on scaffolds or elevated areas.</li> <li>Implement exclusion zon, when necessary, and clearly mark these areas with visible signage to prevent unquitenesed acce.</li> <li>Equipworke with approxiate person otective equipment, including hard hats and hearing protein.</li> <li>Regun, onspectorals, equipment, and structures for wear and tear or damage that could lead to falling objects.</li> <li>Sched e wor tasks to minimise overlap of trades working in close proximity, reducing noise levels and teartial quipment interference.</li> <li>Provide aff training on safe work practices related to securing loads and minimising noise exposure.</li> <li>Imit exposure to high noise levels by rotating shifts and scheduling quieter task periods, adhering to the hubric of controls for noise management.</li> <li>Install barriers or screens to help deflect noise away from neighbouring work areas and the public.</li> <li>Maintain a communication system to warn team members of falling object risks and noise issues promptly.</li> <li>Enforce strict adherence to maximum load limits on scaffolds and platforms to prevent collapse or material drops.</li> </ul>	1L
4. Installing Fences	Sharp objects, Heavy lifting	ЗН		2M



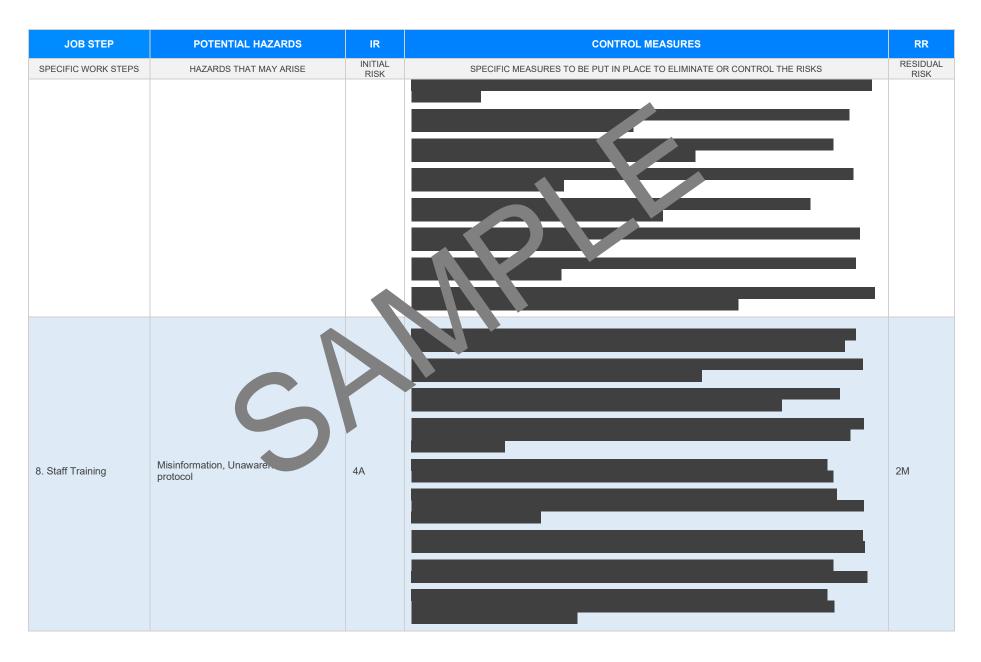




JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
6. Emergency Route Setup	Blocked exit routes, Slips			1
7. Safety Signs installation	Poor visibility, Incorrect information posted	2M		1L

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
. Security Surveillance etup	Privacy invasion, Faulty wiring and equipment	ЗН		
10. Regular safety audits	Unnoticed deterioration, Inconsistent reporting	ЗН		2M
sion 2.5	Authorised by		Review # Date of Issue: Review Date:	

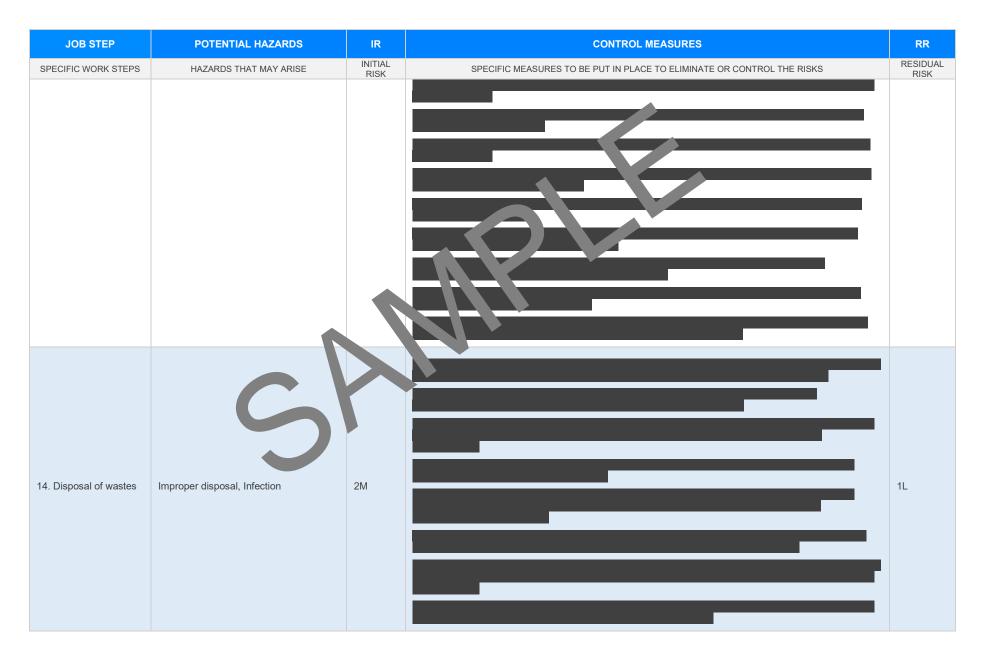


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
11. Maintenance & Repair	Mistreatment of equipment, Exposur to harmful chemicals	ЗН		2M



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
12. Restocking safety equipment	Overstocking, Unavailability of safety gear	2М		1L
13. Public Transparency Disclosure	Invasion of privacy, Breach of protocols	ЗН		2M



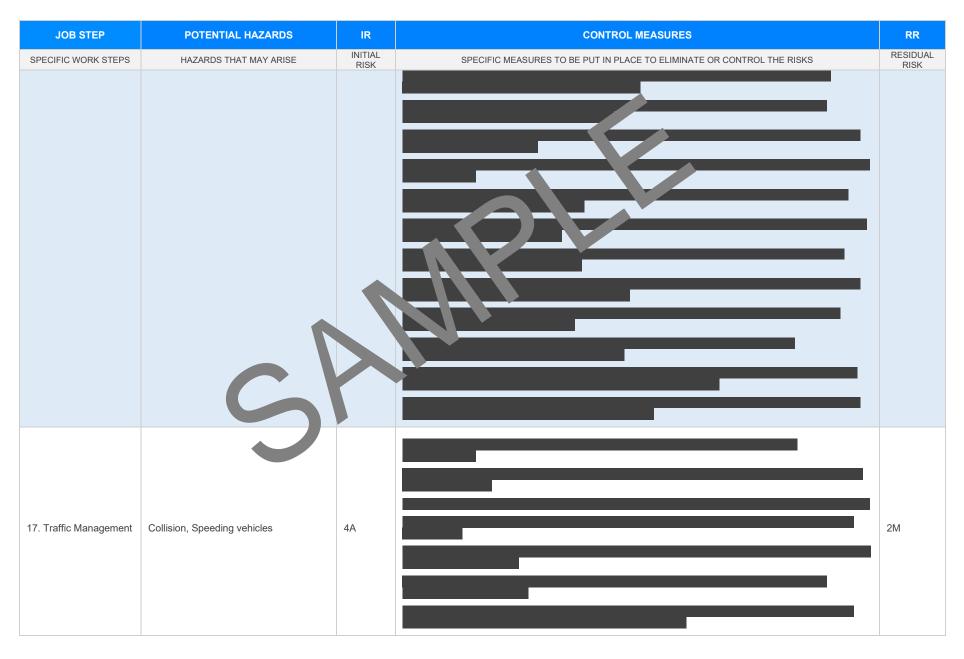




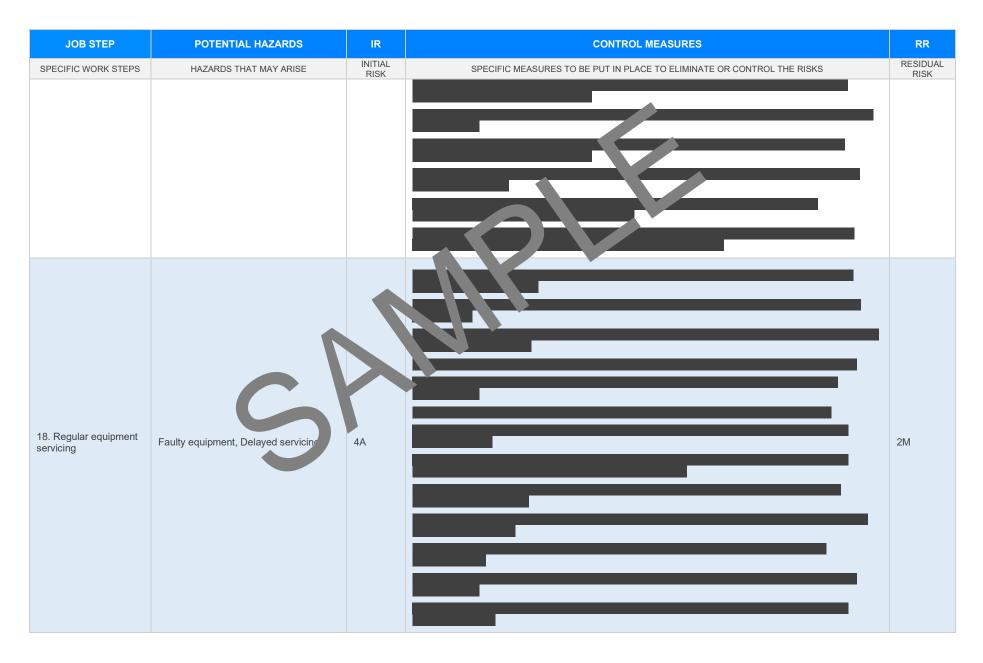
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
15. Closing the perimeter	Leftover hazards, turi-secure closure	зн		2M
16. Review and Update Procedures	Outdated information, Lack of follow-up	ЗН		2M

Version 2.5





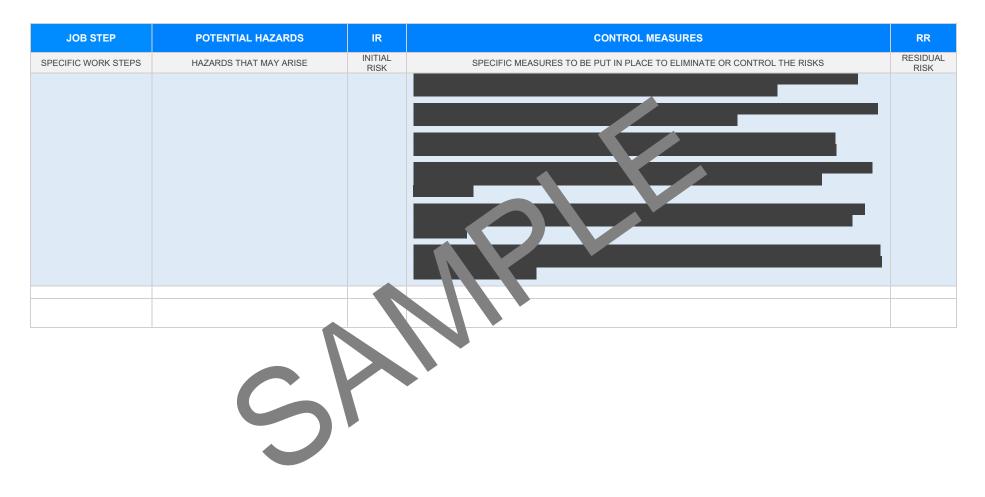






JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
19. Installation of Alarm & Sensors	Faulty sensors, False alarms	ЗН		1L
20. Periodic Risk Assessment	Not identifying all available risks, overlooking changes in risk levels	ЗН		2M







#### **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 AT ARE NOT APPLICABLE					
Queensland & Australian Capital Territory           Work Health and Safety Act 2011           Work Health and Safety Regulations 2011           Legislation QLD: <a href="https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws">https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws</a> Codes of Practice QLD: <a href="https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice">https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice</a> Legislation ACT: <a href="https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice">https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</a> Codes of Practice ACT: <a href="https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice">https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</a>	Victoria Occupational Health and Safety Action 04 Occupational Health and a fetver gulations 2017 Legis of VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- gulah</u> Codes of mactice VIC <u>entps://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-or-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis</a> <a href="https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis</a> <a href="https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis</a> <a href="https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis</a> <a href="https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis</a> <a href="https://www.safework.nsw.gov.au/legal-obligations-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislati-codes-or-library/lis</a> <a href="https://www.safework.nsw.gov">https://www.safework.nsw.gov</a> .	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-serve-laws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/workplace-serve-laws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/workplace-serve-laws</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- 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_aces/codes-of-practice#COPs</u>	<ul> <li>Model codes of Practice</li> <li>Managing noise and preventing hearing loss at work</li> <li>Confined spaces</li> <li>Labelling of workplace hazardous chemicals</li> <li>Managing risks of hazardous chemicals in the workplace</li> <li>Welding processes</li> </ul>				
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: <a href="https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations">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>Welding processes</li> <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>				

- Any required documents.



#### 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 Vb 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 selection	$\boxtimes$		
Responsible person is assigned and listed on the property of 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 REVIEWED		
SIGNATURE	DATE COMPLETED		