Test The Strength And Durability Of I	External Structures   SAFE	WORK METHOD STATEMEN	IT (SWMS)
TASK OR ACTIVITY:	Test The Strength And Durability	Of External Structures	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E jil:	
THIS SAFE WORK METHOD	STATEMENT IS APPRO	THE PC. YOF THE ROJECT	
Under the Work Health and Safety Regulation (WHS Regulation), a person conductive proposed work starts.	ucting a business or under the (Po 1) i	s required to en the that a safe work method	statement (SWMS) is prepared before
Full Name:			
Signature:	NK	Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring	opliance the VMS a well as revie	ws and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS STMS MALE	NATE OF ALL RELEVANT PERSONN EVELOPMENT AND APPROVAL OF	IEL WHO HAVE BEEN CONSULTED AND C	COMMUNICATED TO IN THE
Safety meetings or toolbox talks will be sched, ed in according with gislative requirements to first identify any site hazards, a schedule of the price those hazards and then to further take steps to either eliminate or continent hazard.			
If an incident or a near miss occurs, all work must store 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	SCORE		HEIRARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	SCORE	ACTION	Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCE	Substitution	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review befor work starts.	Replace the hazard.	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.	Isolate People from the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	nitor and k⊾ records	Engineering Isolate the hazard.	
LOW       LOW       MODERATE       HIGH       HIGH       LOW       Revrecords       Isolate the flazard.         Iotes on Hierarchy of Controls:       Elimination methods are the most effective and preferrement on control of a hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the tire nost endive, while Administrative controls by changing the work is the fourth most effective method. PPE (Personal Protective Equipment) to be least effective       Administrative Work.         PPE       PPE									

						TIVE EQUIPM					
		Select the ap	propriate PPL	abo, ruitab	i or the equi	oment used or	the job task	being perform	ned (if applica	able).	
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION		P ECTION	R⊾ ⇒PIRATORY PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
Other PPE Required:											
	Permit or Licenses Requirements				Mandatory Qualifications and Training						

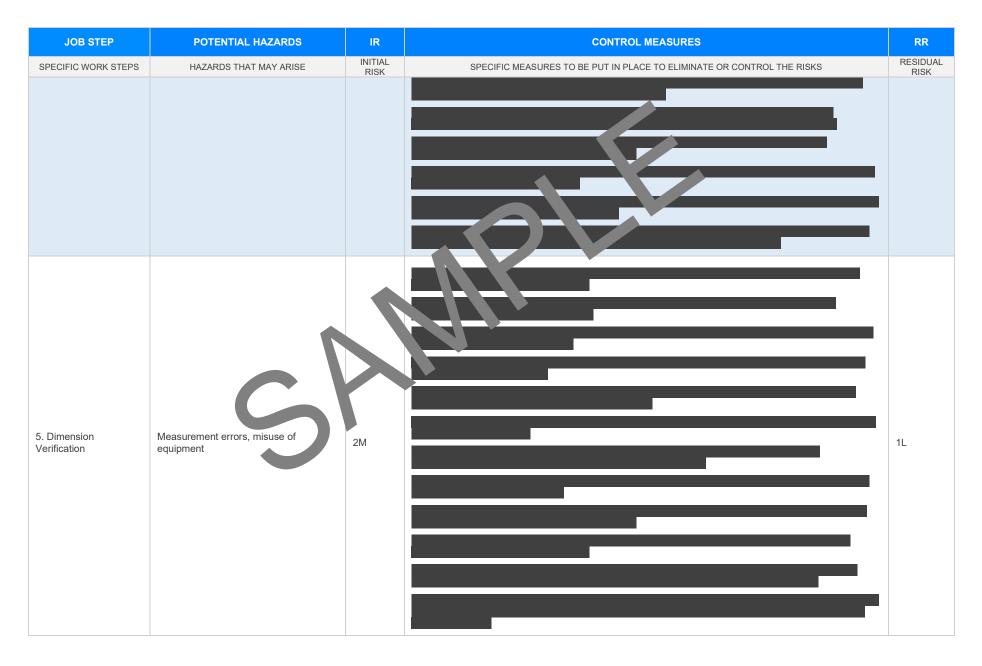


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Slips, trips and falls, incorrect manual handling techniques	ЗН	<ul> <li>Conduct a site inspection to identify potential azards such as uneven surfaces and obstacles that could lead to slips, trips, or falls.</li> <li>Implement clear signage and barricades around the work area to prevent unauthorised access and alert workers to potential hazards.</li> <li>Ensure all personnel are trained in proper manual and/if the echniques and safe lifting practices to avoid injuries.</li> <li>Provide appropriate personal productive equipment (PPE) such as safety boots with non-slip soles to minimise the set of slippint.</li> <li>Mainton a clean and manised works noy regularly removing waste and debris that could cause trippint.</li> <li>Situat integrials a totols in accessible locations to reduce excessive reaching and bending.</li> <li>Establem deternated to lkways within the work area to guide workers safely through the site.</li> <li>Implementation is like trolleys or hoists for transporting heavy materials, minimising manual lifting.</li> <li>Empty the team lifting protocols for awkward or heavy loads, ensuring even weight distribution among orkers.</li> <li>An edular breaks for workers engaged in manual tasks to prevent fatigue and associated mishandling risks.</li> <li>Assign a supervisor or safety officer to monitor adherence to safety measures and react quickly to emerging hazards.</li> </ul>	2M
2. Site Inspection	Unstable grounds, exposure to harmful materials	ЗН	<ul> <li>Conduct a thorough site assessment to identify any areas with unstable ground conditions.</li> <li>Implement signage and barriers to cordon off hazardous areas with unstable grounds.</li> <li>Use appropriate personal protective equipment (PPE) such as gloves, masks, and goggles when in contact with potentially harmful materials.</li> <li>Provide training for workers on how to recognise unstable grounds and safely navigate these areas.</li> <li>Develop a safe work procedure that includes steps for dealing with exposure to identified harmful materials.</li> <li>Ensure all personnel are aware of and comply with relevant Material Safety Data Sheets (MSDS) for harmful substances present on site.</li> <li>Arrange for geotechnical surveys or testing, if necessary, to assess ground stability before beginning work.</li> <li>Set up emergency response plans specifically targeting incidents involving ground instability or exposure to hazardous materials.</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
			- Regularly review and update the risk management plan to address any new hazards relating to the site environment.	
			- Schedule regular briefings or toolbox talks to reinciple safety protocols and raise awareness about current site conditions.	
			- Limit access to the site to only authorised of trained proponel, especially in areas known for unstable conditions or harmful material presence.	
			- Conduct pre-operational checks and maintenance on all equipment prior to use to ensure it's in good working condition.	
			<ul> <li>Verify that all test group ments correctly calibrates to prevent inaccurate readings or malfunction.</li> <li>Ensure all states are to hed any competent the use of specific testing equipment, including recognizing states of potential malfunction.</li> </ul>	
			- Import to lock - 1/2 out procedures to securely isolate all energy sources before commencing any work.	
3. Equipment Set Up	Equipment malfunction, unexpected	зн	- Use a properte ball is and guards on equipment to protect against moving parts and unexpected releases	1L
5. Equipment Oct Op	energy release	511	- sure and statuse all equipment to prevent movement or collapse during testing processes.	16
			Clean, we land mark out exclusion zones around the testing site to prevent unauthorised access.	
			sign a safety observer or spotter to monitor the equipment setup process and identify potential risks.	
			- Ensure emergency stop mechanisms are operational and easily accessible to personnel involved in the task.	
			- Utilise personal protective equipment (PPE) such as gloves, hard hats, and safety glasses to protect against potential hazards.	
			<ul> <li>Conduct a pre-job safety briefing with all team members to discuss the specific control measures and emergency procedures related to the equipment setup.</li> </ul>	
	Observational failures and			
4. Load Testing	Structural failure, unsecured loads, falling objects	ЗH		2M

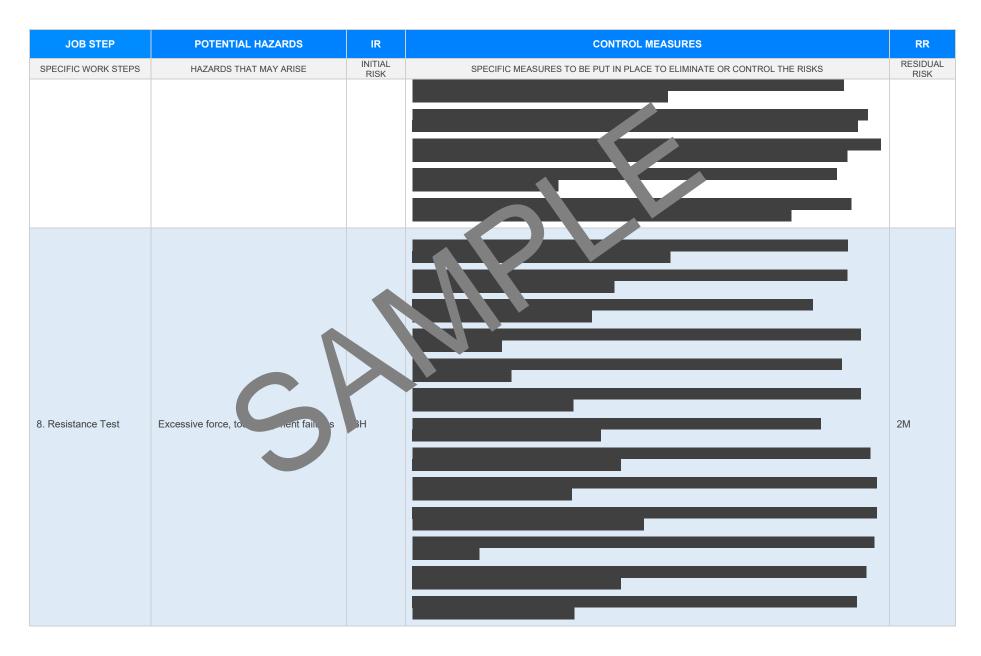






JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
6. Strength Analysis	Miscalculations, faulty software	2М		1L
7. Reconstruction (if required)	Incorrect assembly, untrained personnel	3Н		2M



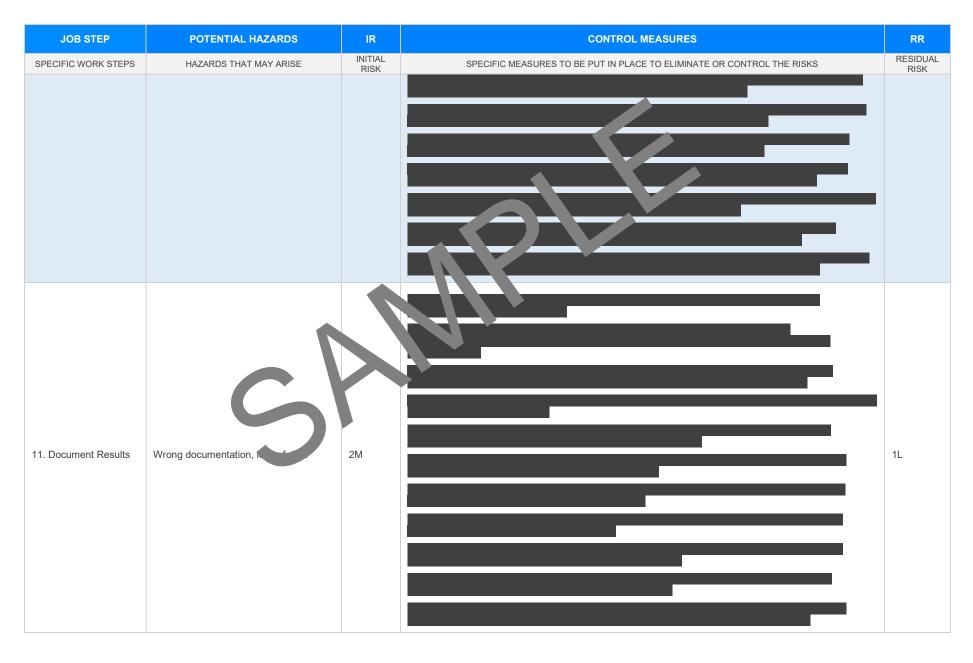






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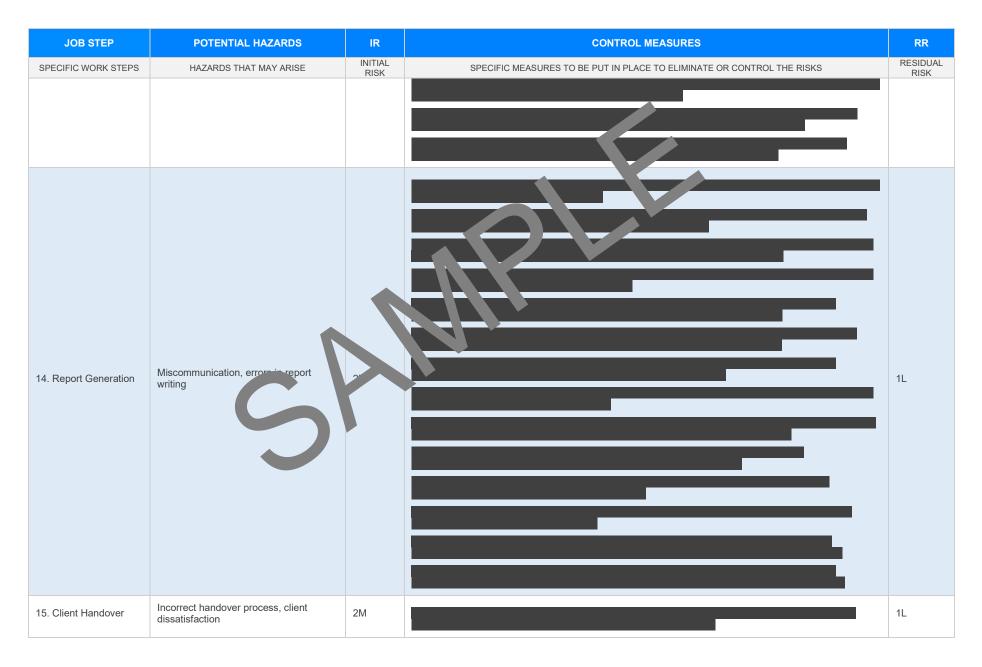


Version 2.5



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
12. Post-Test Clean Up	Poor waste disposal, hazardous materials left on site	2M		1L
13. Final Inspection	Oversights during final check, structural defects	ЗН		2M

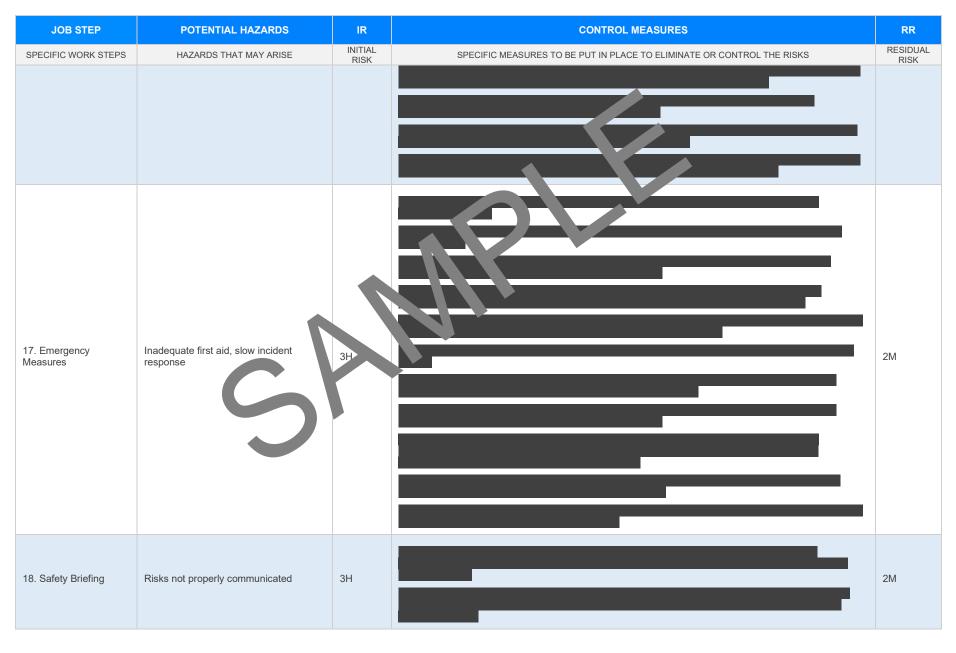








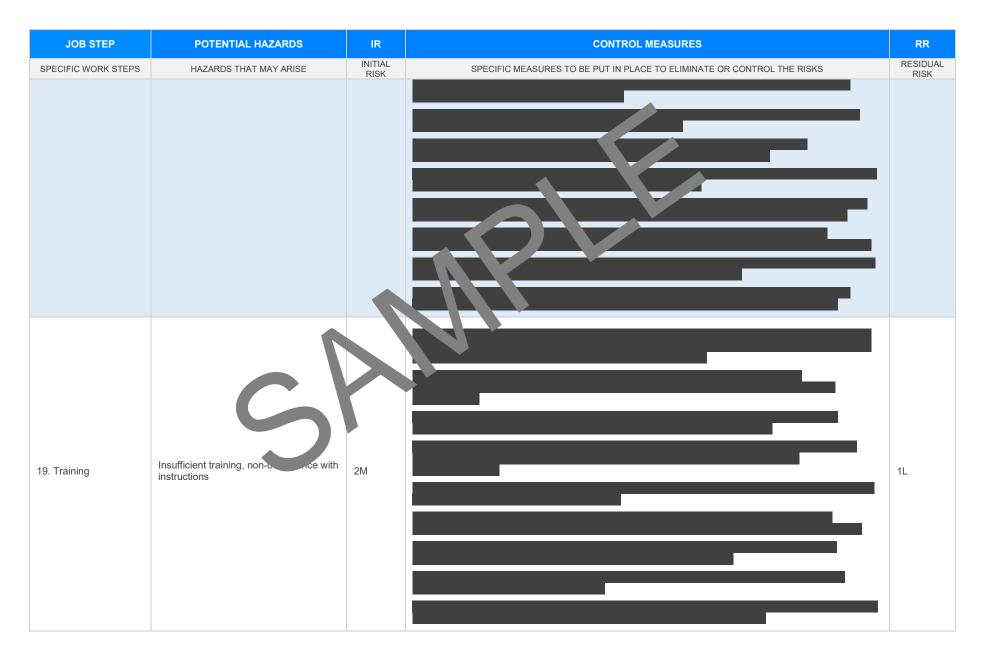




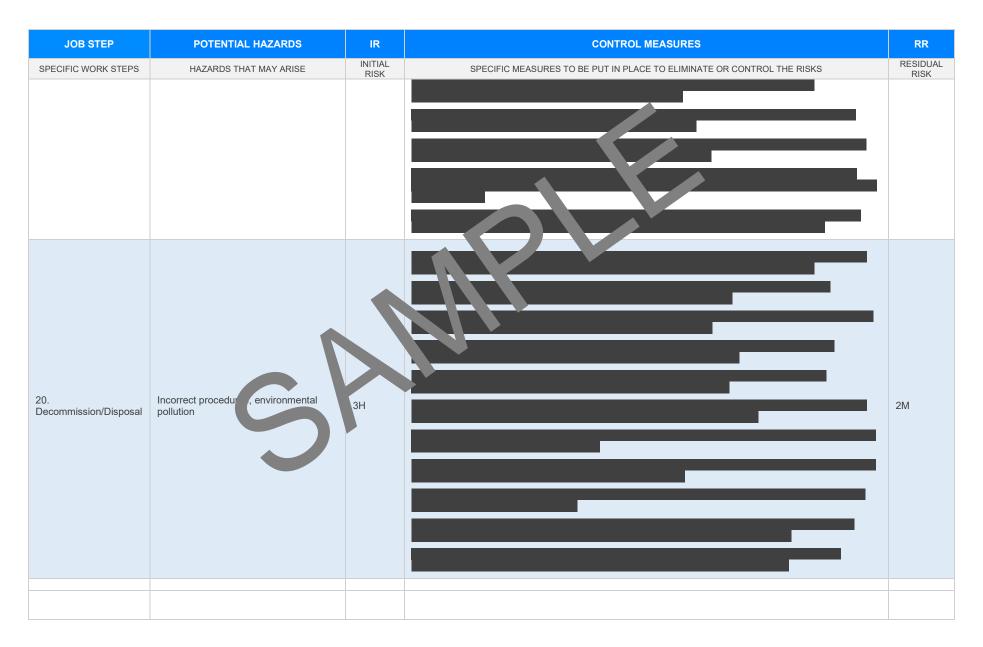
Version 2.5

Date of Issue:











#### 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.

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: 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 Occupational Health an Safety Act and 4 Occupational Health and a fetty regulations 2017 Legislation VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- gulations</u> Codes of mactice VIC <u>arttps://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/legislatic">https://www.safework.nsw.gov.au/legal-obligations/legislatic</a> Codes of Practice NSW: <a href="https://www.safework.nsw.gov.au/resource-library/lis">https://www.safework.nsw.gov.au/legal-obligations/legislatic</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/weigplace-serve-laws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/fersional/fers</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>					
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> Tasmania	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					
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: <u>https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations</u> Codes of Practice for TAS: <u>https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice</u>	<ul> <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>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 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.		
Foreseeable hazards are identified and documented for each step.	$\square$	
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 part the importation ontrol 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 CO	MPLETED