Wire Rope Reeving	SAFE WORK METHOD S	TATEMENT (SWMS)	
TAS	SK OR ACTIVITY: Wire Rope Ree	ving	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E all:	
THIS SAFE WORK METHOD	STATEMENT IS APPROVED BY		
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:	NX	Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring	ppliance 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	NA 2 OF ALL RELEVANT PERSONNI 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 and in account with a gislative requirements to first identify any site hazards, such a companie those hazards and then to further take steps to either eliminate or contact 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 terrar by 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.	
DAKE LOW LOW MODERATE HIGH HIGH LOW k arecords Isolate the hazard. Iotes on Hierarchy of Controls: Elimination methods are the most effective and preferre usen consisting a hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the increase the rive, while Administrative controls by changing the work is the fourth most effective method. PPE (Personal Protective Equipment), the least effective Administrative Change the 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						Ма	andatory Qual	ifications and	Training	

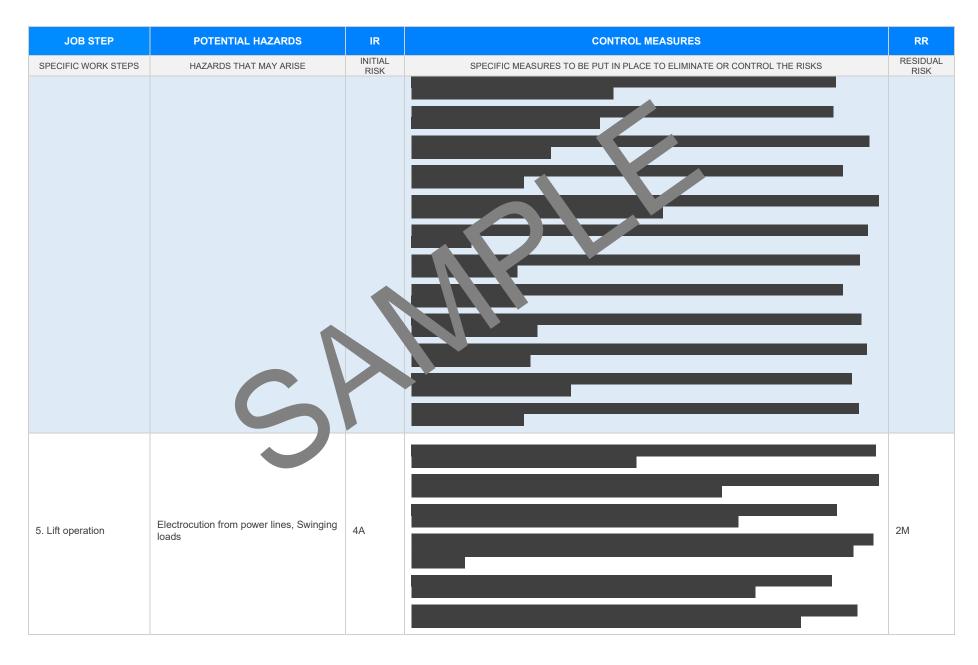


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Unexpected start of equipment, Workers working at heights	2М	 Conduct a comprehensive risk assessment and site inspaction prior to commencement of work to identify potential hazards and implement appropriate contra measures. Ensure all equipment is de-energised, isolate contragged out before starting any reeving operations to prevent unexpected start-up. Provide adequate information instruction, and tracking forum workers involved in the task, focusing on safe operating procedure and theregency response exist. Use fall prevention system such aguardrails todders, and personal protective equipment (PPE) like harnesses who working a neights. Maintin clean mound doin among cam members using two-way radios or signal persons to ensure coordinate definition avoid misunderstandings. Estatushin clusion ones around the work area with barriers and signage to keep unauthorised personal late from a hazards. Schedkin working at heights. Regulation spect and maintain all tools and equipment, including lifting gear and PPE, to ensure they in safe working condition. Divelop an emergency response plan that includes rescue procedures for workers who may be at risk or nave become incapacitated while working at height. Allocate a competent supervisor to oversee the operation, enforce safety protocols, and ensure compliance with SWMS requirements. Coordinate with other onsite activities to mitigate additional risks that might arise from simultaneous operations in the vicinity. Document and communicate any changes to procedures or equipment used during the task to ensure continuous improvement and acknowledgment by all workers involved. 	1L
2. Inspection	Rust or deterioration on wire rope, Improper function of equipment	3Н	 Conduct thorough visual inspections of the wire rope for any signs of rust, corrosion, or fraying before commencing work. Implement a regular maintenance schedule to ensure all equipment is in optimal working condition and inspected periodically. Use only trained and competent personnel to carry out inspections and reeving operations. Apply protective lubricants to wire ropes to minimise the risk of corrosion and deterioration. Replace wire ropes immediately if they show significant wear, rust, or structural damage. Ensure that inspection documentation is up-to-date and readily available for reference and compliance checks. 	1L

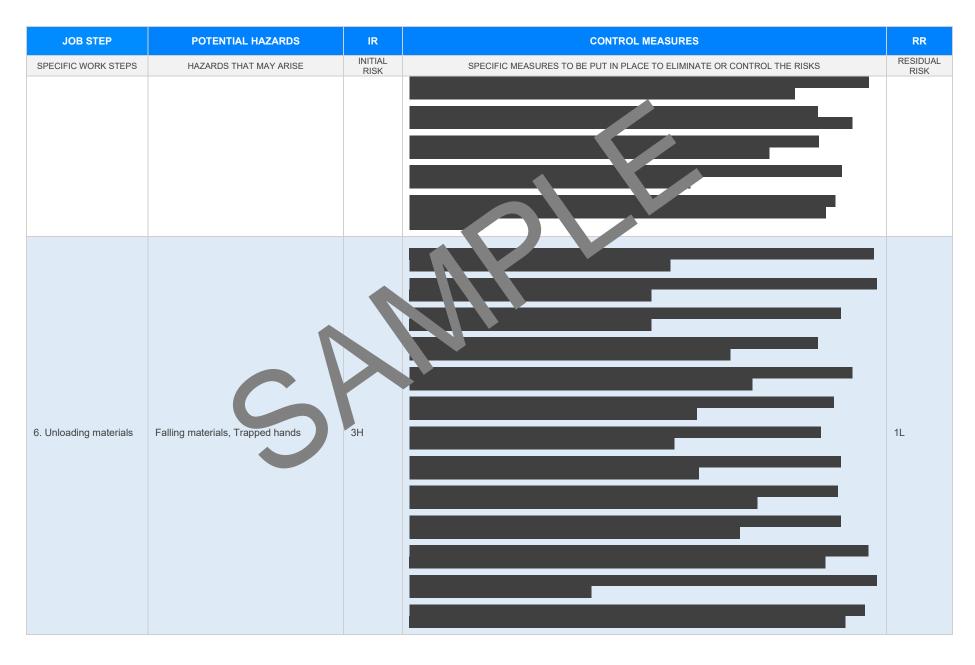


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Verify that all lifting equipment complies with relevant Australian standards and has current certifications.	
			- Check that the load rating of the wire rope matches the requirement for the intended task to prevent overloading.	
			- Establish clear communication procedures congst the team during inspections to promptly address potential hazards.	
			- Ensure appropriate personal protective equiter entry PE) is worn at all times, such as gloves, helmets, and safety glasses.	
			- Maintain a clean and organic of workspace to eline ate of the and reduce the chances of equipment malfunction due to blockage or experience.	
			- Conduct pre-uncation sts of quipment to perify proper operation before starting reeving tasks.	
			- Incorporate p-out system to ident near ment that is under maintenance or inspection and not safe for use	
			- Train the kers in the adjust of wire rope fatigue and proper reporting procedures.	
			- Conduct a putask nu assessment to identify potential hazards associated with loading materials.	
			sure of personnel wear appropriate personal protective equipment, such as hard hats, gloves, and stee need noots, to mitigate the risk of falling objects.	
			Use sum we lifting equipment, such as cranes or hoists, to handle heavy or awkward loads instead of ing solely on manual handling.	
			- Implement exclusion zones around the area where materials are being loaded to prevent unauthorized access and reduce the risk of injury from falling objects.	
			- Assign spotters to guide and assist with safe movement and placement of materials to ensure clear communication and visibility.	
3. Loading materials	Falling objects, Manual handling inju	ЗН	- Ensure lifting equipment is rated for the load and inspected regularly for any signs of wear or damage.	2M
			- Train workers in safe manual handling techniques to minimize the risk of musculoskeletal injuries.	
			- Use tag lines or other control devices when lifting materials to prevent swinging and maintain stability.	
			- Load materials within the equipment's weight capacity limits to avoid overloading and potential equipment failure.	
			- Place materials on stable, flat surfaces to prevent shifting or rolling that could lead to falling objects.	
			- Maintain clear pathways to avoid tripping hazards during the loading process.	
			- Regularly inspect and maintain all tools and equipment used in the loading process to ensure safety and reliability.	
			- Plan the sequence of loading tasks to minimize unnecessary handling and reduce overall risk exposure.	
4. Reeving system setup	Entanglement in wire rope, Crushing hazards	4A		2M



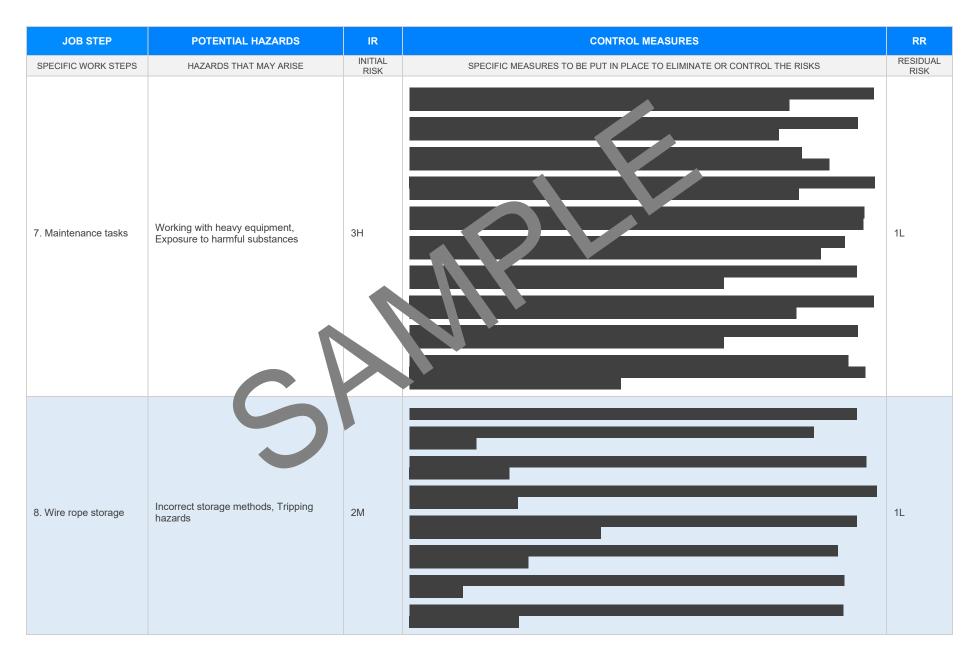






Version 2.5







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
9. Dismantling operation	Drop of heavy components, Manual handling injuries	3		2M
10. Waste disposal	Improper disposal of sharp items, Handling hazardous waste	2M		1L

Version 2.5

PayPal

CALIFICATION OF



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. Equipment checks	Working near moving parts, Electrical shocks	ЗН		1L

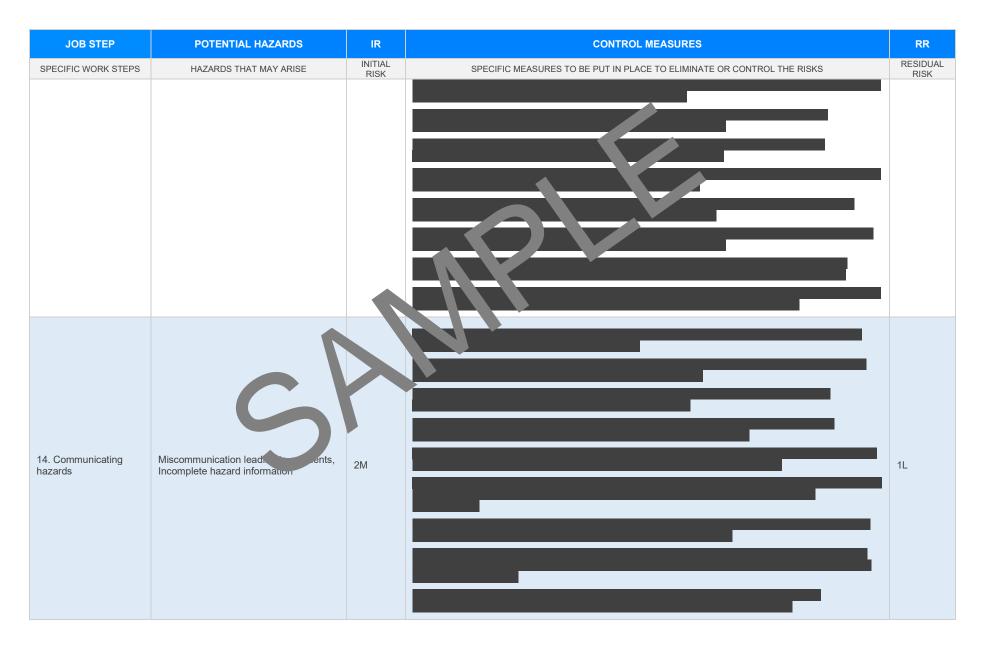


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
12. Troubleshooting	Working with electrical systems, Use of improper tools	2М		1L
13. Repairs and replacements	Use of incorrect parts, Inadequate training	ЗН		2M

Version 2.5

Date of Issue:







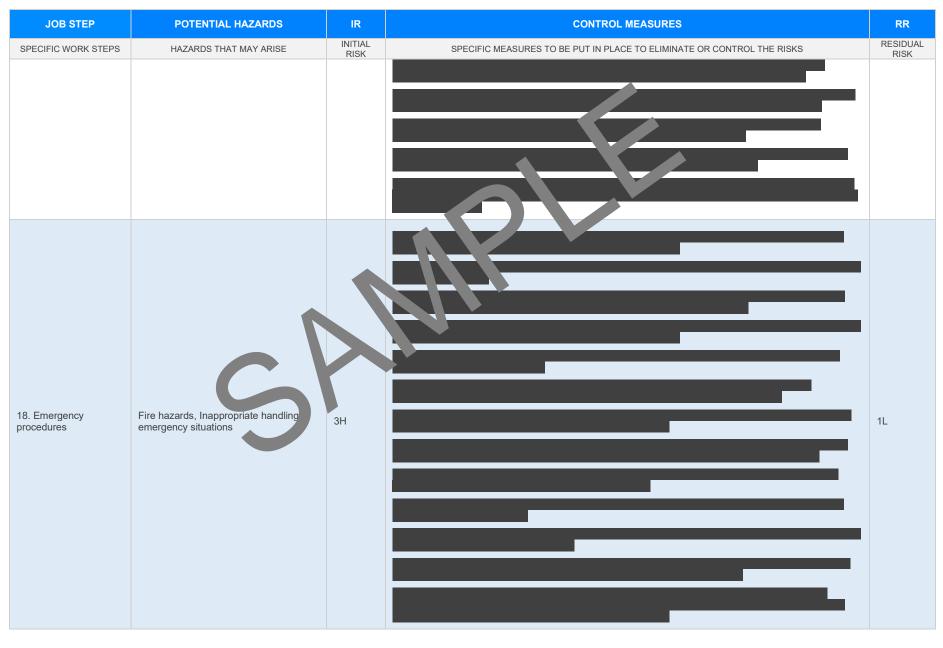
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
15. Clean-up activities	Slip, trip and fall hazards, Exposure to cleaning chemicals	ЗН		1L
16. Safety gear checks	Ill-fitting safety equipment, Damaged safety gear	2M		1L

Version 2.5









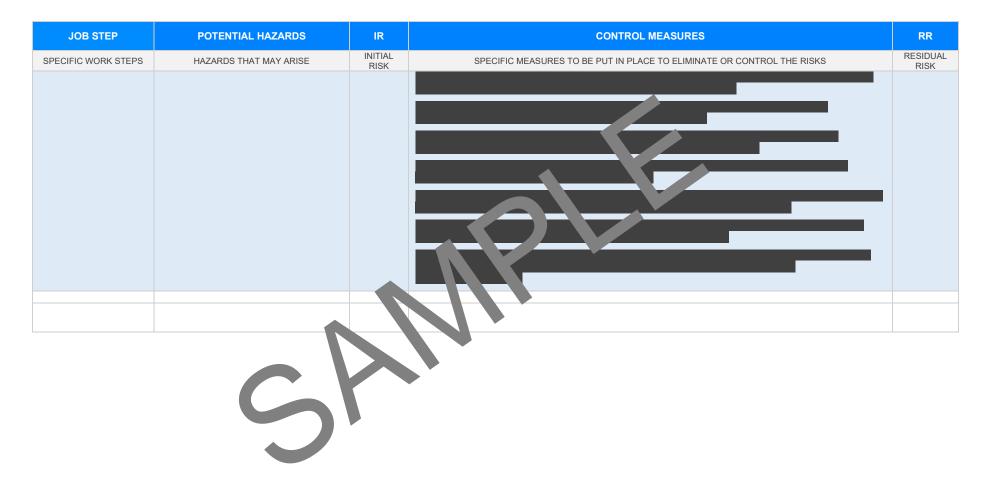


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
19. Documenting incidents	Loss of necessary safety data, Incorrect documentation	2М		1L
20. After-action review	Lack of incident learning, Missed hazards	2M		1L

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.

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: https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws Codes of Practice QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice Legislation ACT: https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice	Victoria Occupational Health au Safety Act 204 Occupational Health and onfetro egulations 2017 Legis non VIC: <u>https://www.ec.acsafe.vic.gov.au/occupational-health-and-safety-act-and- rulations</u> ordes of mactice VIC <u>cutps://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: https://www.safework.nsw.gov.au/legal-obligations/legislatic Codes of Practice NSW: https://www.safework.nsw.gov.au/legal-obligations/legislatic	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 2015 Legislation NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/workplace-servelaws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/formediatestations</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: https://www.safework.sa.gov.au/resources/legislation Codes of Practice for SA: https://www.safework.sa.gov.au/resources/legislation Codes of Practice for SA: https://www.safework.sa.gov.au/word Tasmania Work Health and Safety Act 2012 Work Health and Safety (Transitional and Consequential Provisions) Act 2012 Work Health and Safety Consequential Provisions Work Health and Safety (Transitional and Consequential Provisions) Work Health and Safety (Transitional Act 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 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> Details of permits, licenses or access required by regulatory bodies (add or delete as required):	 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 						
 Permits from local council Authorisation to commence work Any required documents. 	- 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 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	