Arborist Tree Climbing SAFE WORK METHOD STATEMENT (SWMS)							
TASH	COR ACTIVITY: Arborist Tree Cli	mbing					
Business Name:		ABN:	SWMS#				
Business Address:							
Contact Person:	Phone:	E ail:					
THIS SAFE WORK METHOD	STATEMENT IS APPROVED BY						
Under the Work Health and Safety Regulation (WHS Regulation), a person conductive proposed work starts.		required to eligie that a safe work method	statement (SWMS) is prepared before				
Full Name:							
Signature:		Title:	Date:				
Details of the person(s) responsible for ensuring implementation, monitorin	compliance of the SWI, was well as re	eviews and modifications of the SWMS.					
Full Name:		Title:	Phone:				
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS WMS	NALE OF ALL RELEVANT PERSONN EVELOPMENT AND APPROVAL OF	NEL WHO HAVE BEEN CONSULTED AND THIS SWMS	COMMUNICATED TO IN THE				
Safety meetings or toolbox talks will be scheduled in according e with egislative requirements to first identify any site hazards, and the to contain the those hazards and then to further take steps to either eliminate or contail each hazard.							
If an incident or a near miss occurs, all work must store a parallely. 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:							
☐ involves a risk of a person falling more than 2 meters	d 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 integrity structure	\Box is carried out in an area that may have a contaminated or flammable atmosphere						
□ involves, or is likely to involve, disturbing as the set of the	□ involves tilt-up or precast concrete						
involves structural alteration or repair the requires to prary support to prevent collapse	\Box 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 the first or tunnel involving use of explosives	\Box is carried out in areas with artificial extremes of temperature.						
\Box 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	ACTION		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 key recorde		Engineering Isolate the hazard.	
is the second m	RARE LOW LOW MODERATE HIGH HIGH LOW ks records Isolate the hazard. Indees on Hierarchy of Controls: Elimination methods are the most effective and preferrence en control ga hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the plan post engine view, while Administrative controls by changing the work is the fourth most effective method. PPE (Personal Proter ive nuipment) is the least effective PPE									

	PERS_NAL TO TECTIVE EQUIPMENT (PPE) Select the appropriate PPL about suitable for the equipment used or the job task being performed (if applicable).										
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION			RL SPIRATORY PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
Other PPE R	Other PPE Required:										
	P	ermit or Lice	nses Requiren	nents			Ma	andatory Qua	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	Inadequate equipment, Untrained staff	ЗН	 Ensure that all equipment and machinen used for tree climbing are routinely tested, inspected, and certified for safety and functionality according to the Adviralian Standards. Provide suitable and high-quality personals of the equipment (PPE) such as helmets, gloves, hamesses, climbing footwear, safety glasses, and hearing projection for arborists to use while on duty. Establish a system for monitoring and maintaining the averall quality, effectiveness, and safety of all acquired equipment. Ensure that an accompenent and cell-trained dorsonnel are assigned to perform tree climbing tasks. Implement a bigging tracking program the trained dorsonnel are associated with arboriculture work. Ensure that an observe and executioner duties without comprising their own safety of the safety of othel. Empty is of should be sponsione and assistance during emergencies by having a standby safety officer at the site ho is truned of First Ald. Gourne proper communication between team members through regular briefings, discussions, and raining usions to address any concerns, provide updates or changes, and reinforce safety procedures. Issure every worker completes an induction before commencing any task which includes education about the Health and Safety policy, emergency procedures, and identification and managing hazards in the worksite. Develop a comprehensive risk assessment plan that identifies potential hazards associated with tree climbing jobs, implement effective control measures, and makes revisions as new risks arise. 	2М
2. Safety Check	Faulty equipment, Incorrect use of safety gear	ЗН	 Ensure regular inspections of all equipment used for tree climbing including ropes, harnesses, helmets, and lanyards. Implement an equipment maintenance schedule, ensuring timely replacement or repair of any faulty equipment. Provide appropriate training for all employees on the correct use of all equipment and gear, emphasising safety procedures. Enforce a strict policy that only certified workers can perform a safety check and handle the climbing gear. Maintain a safe workspace by removing any potential dangers or obstructions in the area where tree climbing is taking place. Use Personal Protective Equipment like safety helmets, gloves, boots and eye protection based on the risk assessment result. Implement a buddy system, requiring one person on the ground observing the climber at all times to assist in case of emergencies. 	2M



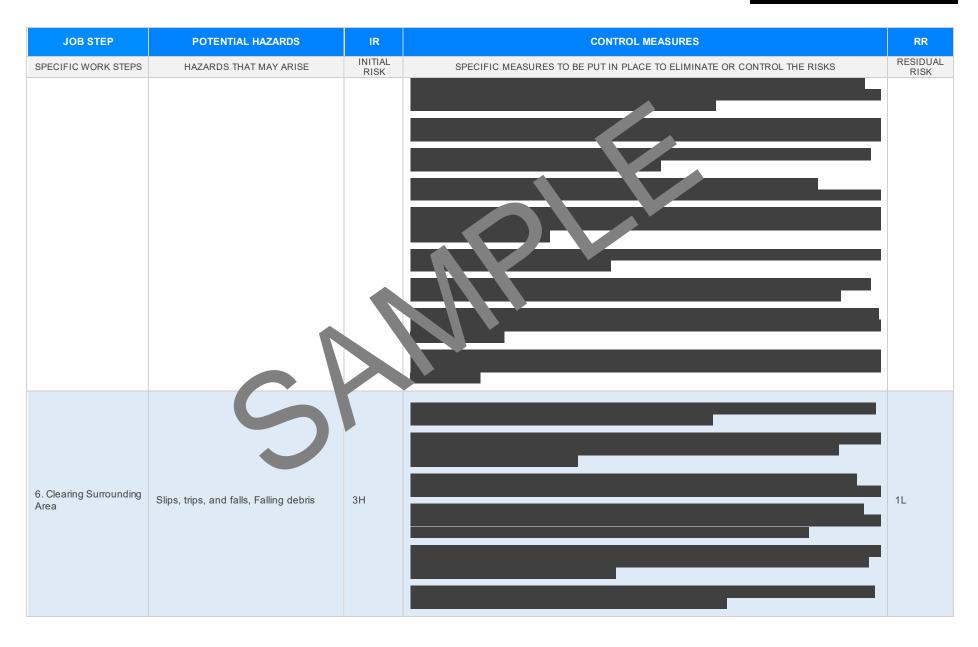
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Conduct daily briefings before starting work to assess conditions, identifying potential hazards and reviewing safety procedures.	
			- Prohibit the use of any equipment or gear that the solution of pass the safety check.	
			- Practice correct Climbing Techniques like "the points of contact" rule - Always have two feet and one hand or two hands and one foot in contact with the climbing surface.	
			- Ensure the use of work positioning systems deviated work at height, reducing the likelihood of falls from heights.	
			- Provide emergency kits an usin staffs on how prespected during accidents or injuries while tree climbing.	
			- Develop an effective concurrication system aroung the workers both on the ground and on the tree, for instant alert of possible angers	
			- Keers p-to-a condocurrentation detaining all equipment checks, worker training sessions and incident repol	
			- All per phy must stertake comprehensive Arborist Tree Climbing training, including refresher courses is no ssary.	
			- mbin, equip, int such as harnesses, ropes and hardware should be inspected for any defects before even, se	
			pre-climbing risk assessment should be carried out to identify potential hazards in the working e ironment like unstable trees or branches, weather conditions, and presence of power lines.	
	C		Always maintain three points of contact while climbing. This not only reduces the likelihood of falls but also distributes the climber's load across different body parts reducing strain caused by improper technique.	
3. Climbing Training	Falls, Improper techeading t injury or strain	4A	- Provide appropriate Personal Protective Equipment (PPE) like helmets, safety glasses, gloves and footwear. Ensure that all arborists use their PPE correctly.	2M
			- When possible, utilise fall arrest systems to minimise consequences of a fall.	
			- Require optimal physical fitness levels for climbing tasks. Annual health and fitness assessments can help ensure each team member is physically capable of safely performing their duties.	
			- Enforce rest and hydration breaks especially during hot weather to reduce risk of fatigue which can lead to potential injuries.	
			- Teach proper biomechanics of movement during training, emphasising on maintaining good posture and avoiding awkward or forceful movements particularly when hauling equipment up into a tree.	
			- Maintain good communication among team members. Tree climbers must always notify ground staff before ascending or descending, or if they observe any hazard while up on the tree. This promotes team awareness and swift response to emerging risks.	
4. Equipment Setup	Equipment failure Incorrect actur	21		214
4. Equipment Setup	Equipment failure, Incorrect setup	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
5. Tree Assessment	Falling branches, Unstable tree	4A		2M

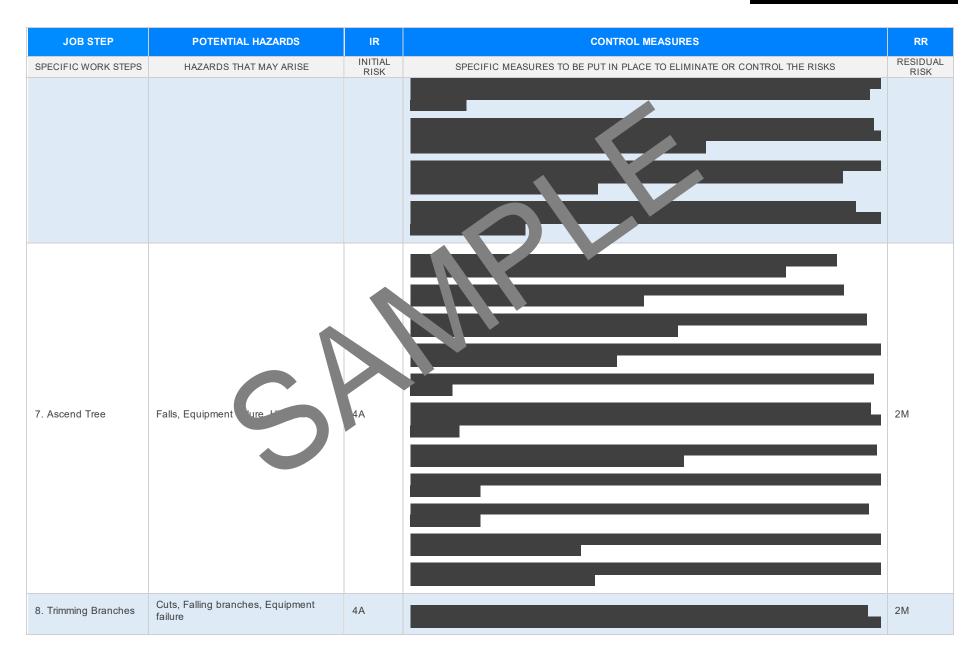
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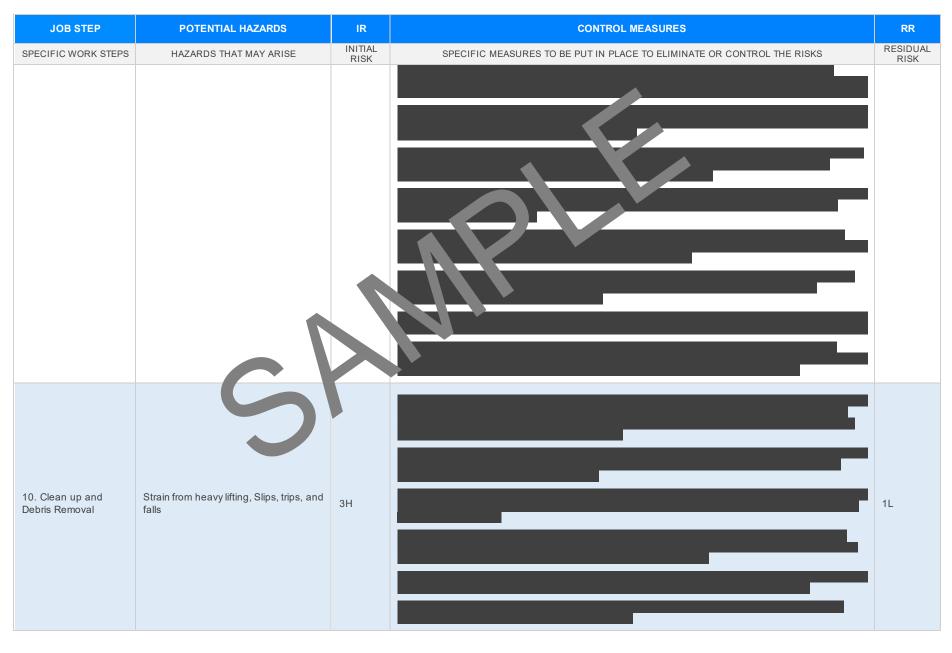


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JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
9. Descend Tree	Falls, Equipment failure, High winds	ЗН		2M

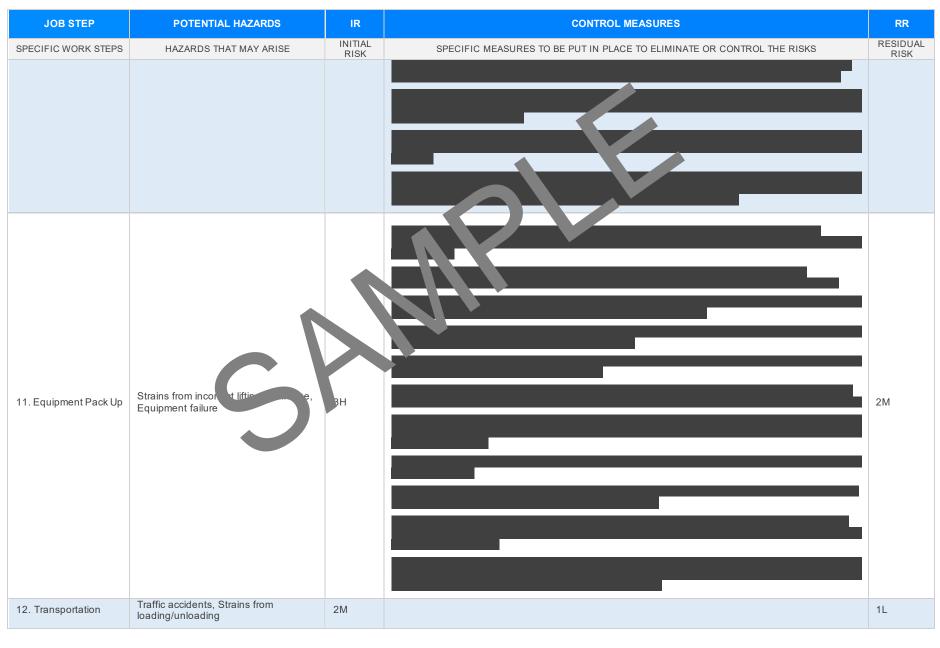




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Date of Issue:





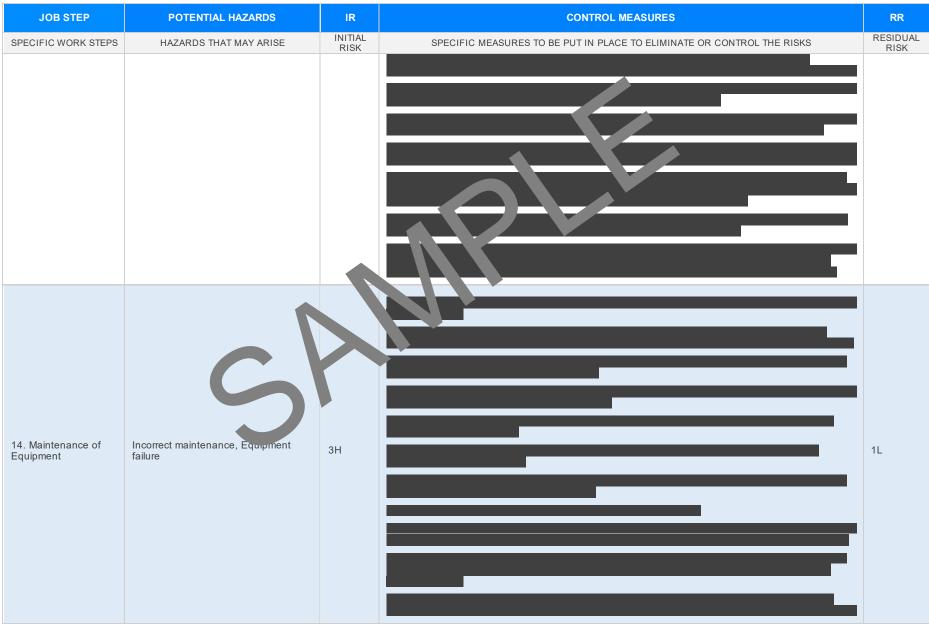
Version 2.5

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
13. Debriefing	Miscommunication, Ignorance of future prevention strategies	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
				•
15. Post-Operation Review	Missed hazards, Lack of feedback fiimprovement			

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 LEGISLATIVE REFERENCE IN ANY STAR THAT 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/codes-of-practice Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice	Victoria On upational Health & 1 Safety Acc-004 Occupational Health an Safet Acceptations 2017 Legismion VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- gular s</u> Ides on Fractice VI <u>suttps://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/legis Codes of Practice NSW: https://www.safework.nsw.gov.au/legal-obligations/legis	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 201 Work Health and Safety (National Uniform Legislation) Regulatines 20 Legislation NT: <u>https://worksafe.nt.gov.au/laws-and-compliance</u> , <u>prkplatentfety-la</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-reso</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 (S. Legislation for SA: <u>https://www.safework.sa.gov.au/resources.gislation</u> Codes of Practice for SA: <u>https://www.safework.sa.gov.au/w_v.places/codes-of-practice#COPs</u> Tasmania Work Health and Safety 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 					
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>	 Hazardous manual tasks Managing the risk of falls in housing construction Managing electrical risks in the workplace Demolition work Excavation work Work health and safety consultation, cooperation and coordination 					
Details of permits, licenses or access required by regulatory bodies (add or delete as required): - Permits from local council - Authorisation to commence work - Any required documents.	 Managing the work environment and facilities How to manage work health and safety risks Managing risks of plant in the workplace Construction work 					

SIGNATORIES OF THE SAFE WORK METHOD STATEMENT

The signed and dated personnel listed below have cooperated in the consultation and development of this Safe Work Method Statement which has been approved by the Person/s Conducting a Business or Undertaking (PCBU). In signing this Safe Work Method Statement each individual acknowledges and confirms that they have read this SWMS in full, having raised any questions for items on this Safe Work Method Statement that require clarification, and confirms that they are competent, skilled and knowledgeable for the task assigned to them. Every person acknowledges that they have received the relevant training and qualifications 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 THE S ATEM AT MONITORING AND REVIEW The SWMS must be reviewed regularly to make sure it remain effect. and mu be reviewed (and The SWMS must be monitored regularly for the effectiveness of ensuring hazard controls are revised if necessary) if relevant control measures are revised. The s should be carried out in effective in reducing the risk of incidents, keeping the workplace safe for all personnel. The view consultation with workers (including contractors person responsible for monitoring the effectiveness of the Safe Work Method Statement should ntractors nay be cted by the operation of the SWMS and their health and safety representatives who rep sented that work group at the employ a multi-faceted approach which includes but is not limited to: workplace. 1. Spot Checks. When the SWMS has been revised the PCBU must ensure the all versons involved with the work are 2. Consultation with workers, contractors and sub-contractors. advised that a revision has been made and how they can acce the revised SWMS, including all persons 3. Internal audits on a continual basis who will need to change a work procedure or system as a reof the review are advised of the changes in a way that will enable them to implement their duties ntly with the revised SWMS. All workers that An approach of continuous improvement, promptly recording inconsistencies or deficiencies, will be involved in the work must be provided with the relevant information and instruction that will assist followed up by immediate corrective action and consultation with all relevant personnel ensures them to understand and implement the revised SWMS. 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.	\boxtimes	
Name, signature, position and date signed of the person approving the SWMS.		
Specific personnel and qualifications, experience is noted in the SWMS.	7	
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.	\boxtimes	
Any hazards listed in any site risk assessments have been added to the Sλ. S.	\boxtimes	
SWMS initial risk (IR) column as well as residual risk (RR) column completed.	\boxtimes	
Check control measures added to the SWMS are the most effective sections.	\boxtimes	
Responsible person is assigned and listed on the spiral of the spiral entry of control measures.	\boxtimes	
Permit or licenses requirements specified, so in as Hot Work, Electrical Work, Work at Heights etc.	\boxtimes	
SWMS identifies plant and equipment to be	\boxtimes	
Details of inspection checks required for any equipment lister are noted on the SWMS.	\boxtimes	
Describes any mandatory qualifications, experience, ang or skills required to perform the work.	\boxtimes	
Applicable personal protective equipment is selected on the SWMS.	\square	
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 REVIE	EWED
SIGNATURE	DATE COMP	LETED