Blocking Off Wastes Pi	ipe   SAFE WORK METHO	D STATEMENT (SWMS)	
TASK	OR ACTIVITY: Blocking Off Wast	tes Pipe	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E ail:	
THIS SAFE WORK METHOD	STATEMENT IS APPROX BY		
Under the Work Health and Safety Regulation (WHS Regulation), a person conduction the proposed work starts.		required to entry 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 VMS	NALE OF ALL RELEVANT PERSONN EVELOPMENT AND APPROVAL OF	NEL WHO HAVE BEEN CONSULTED AND	COMMUNICATED TO IN THE
Safety meetings or toolbox talks will be scheduled in according to with egislative requirements to first identify any site hazards, and the to control to the those hazards and then to further take steps to either eliminate or control l each hazard.			
If an incident or a near miss occurs, all work must store an under 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 integritystructure	$\Box$ 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	Low       Low       MODERATE       High       Low       Reference       Joint Mathematic         Notes on Hierarchy of Controls:       Elimination methods are the most effective and preferrence on control grant and the preferrence on the prevent of the prevent								

	PERS_NAL TECTIVE EQUIPMENT (PPE) Select the appropriate PPL about suitably 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	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	Tripping over equipment, Exposure to harmful substances	2М	<ul> <li>Conduct a site risk assessment prior to be unning work to identify potential hazards specific to the location.</li> <li>Ensure all equipment and tools are stored when mated areas when not in use to prevent tripping hazards.</li> <li>Use proper signage and balances to mark off the variation of guide pedestrian traffic safely away from equipment and tools.</li> <li>Wear appropriate person portence equipment such as gloves and masks, to protect against exposure to harmful substances.</li> <li>Implement an animality good house weping practices by keeping the work area clean and free of clutte.</li> <li>Ensure pener vertation is in place to minimise the risk of inhaling harmful fumes or substances.</li> <li>Use surfaces intervention to workers on the safe handling and disposal of hazardous substances.</li> <li>Fixether animg and information to workers on the safe handling and disposal of hazardous substances.</li> <li>Stabilist clear communication procedures among team members for reporting any incidents or near notes immediately.</li> <li>Regularly inspect and maintain tools and personal protective equipment to ensure they are in good working condition.</li> </ul>	1L
2. Identify Work Area	Accidental fall, Exposure to harmful dust	ЗН	<ul> <li>Conduct a comprehensive risk assessment before commencing work to identify potential hazards specific to the site.</li> <li>Erect barriers and signage around the work area to prevent unauthorised access and alert nearby workers of potential dangers.</li> <li>Ensure workers wear appropriate personal protective equipment, such as hard hats and harnesses, to mitigate the risk of accidental falls.</li> <li>Provide dust masks or respirators to protect against inhalation of harmful dust particles during work.</li> <li>Implement procedures for safe entry and exit from elevated areas, including the use of ladders or scaffolding that comply with safety standards.</li> <li>Limit the exposure time to harmful dust by scheduling regular breaks and ensuring adequate ventilation in enclosed spaces.</li> <li>Equip workstations with dust extraction systems or air purifiers to minimise airborne dust levels in the workspace.</li> <li>Install temporary edge protection, such as guard rails or safety nets, around open edges to prevent falls from height.</li> </ul>	2M

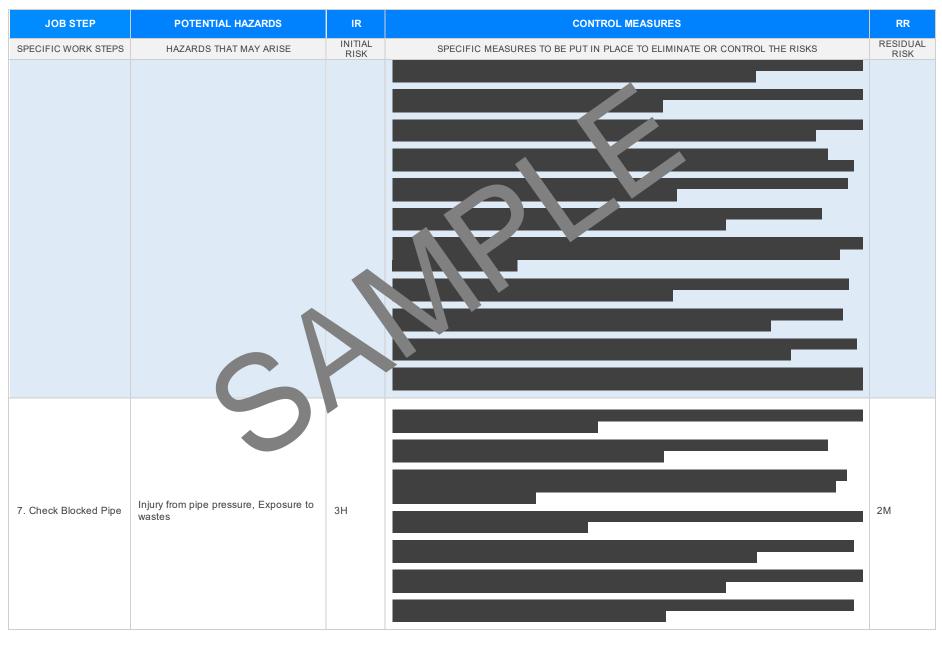
# order complete swms

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 - Assign a spotter or safety observer to monitor the work area, particularly when working at heights or in confined spaces Educate all workers involved on the hazards are stated with blocking off waste pipes and the importance of adhering to SWMS protocols Regularly inspect and maintain equipments are ensure it is a good working condition and does not pose additional risks to worker safety.	RESIDUAL RISK
3. Gather Tools/Equipment	Incorrect tool usage, Muscle strains	2М	<ul> <li>Use correct tools specificate designed for pluneng tasks terminimize potential hazards.</li> <li>Conduct pre-use inspection doublet tools for defect the manage to avoid tool failure.</li> <li>Provide training to worke on the proper use the ach tool to prevent misuse.</li> <li>Ensure that all workers to derstand the transmulation of the provent repetitive strain injuries.</li> <li>Roten tasks a more than members to prevent repetitive strain injuries.</li> <li>Implement regulate reaks to reduce fatigue and muscle stress.</li> <li>Mainten chern and thranised work areas to ensure easy access to tools and equipment.</li> <li>Use mechanical lifting aids where possible to reduce manual exertion.</li> <li>Ensure workers to report discomfort immediately to address ergonomic issues.</li> <li>Ensure tools are within easy reach to minimise overreaching and awkward postures.</li> <li>Inspla a first aid kit accessible at the site in case of minor injuries from incorrect tool usage.</li> <li>Consult with an ergonomics specialist if frequent muscle strain complaints arise to evaluate work practices.</li> </ul>	1L
4. Isolate Wastes Pipe	Release of Toxic waste, Contact with sharp object	ЗН		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
5. Set Up Safety Equipment	Inadequate safet tear Freequipment	ЗН		1L
6. Blocking Off Pipe	Uncontrolled release of wastes, Injury from tool use	4A		3Н





Version 2.5





Version 2.5



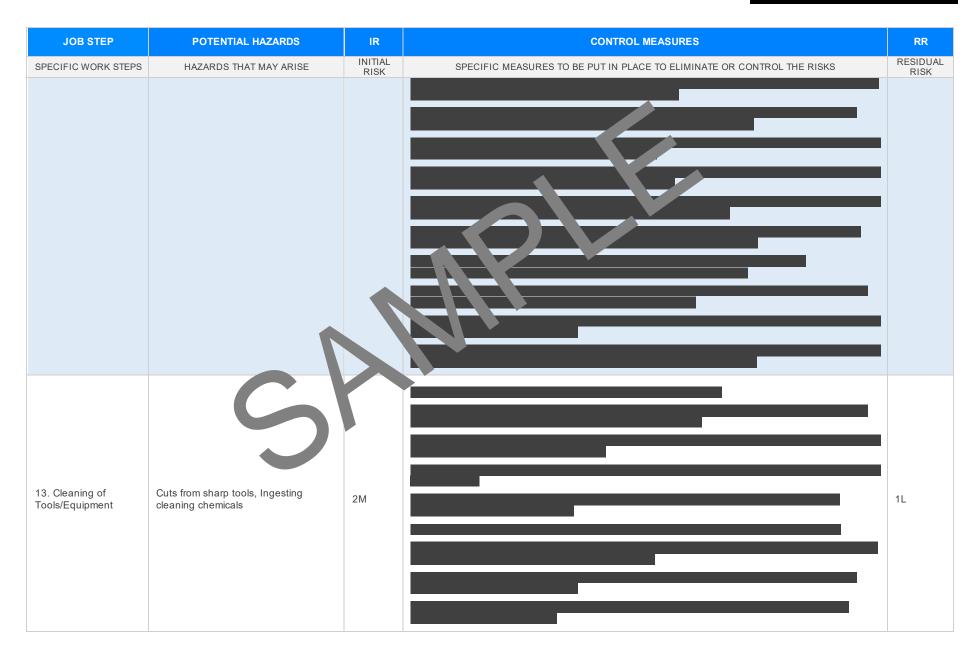


Version 2.5



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
11. Dismantle Safety Equipment	Injury due to improper handling, Equipment failure	2М		1L
12. Safely Dispose Wastes	Exposure to hazardous material, Inappropriate disposal	ЗН		1L

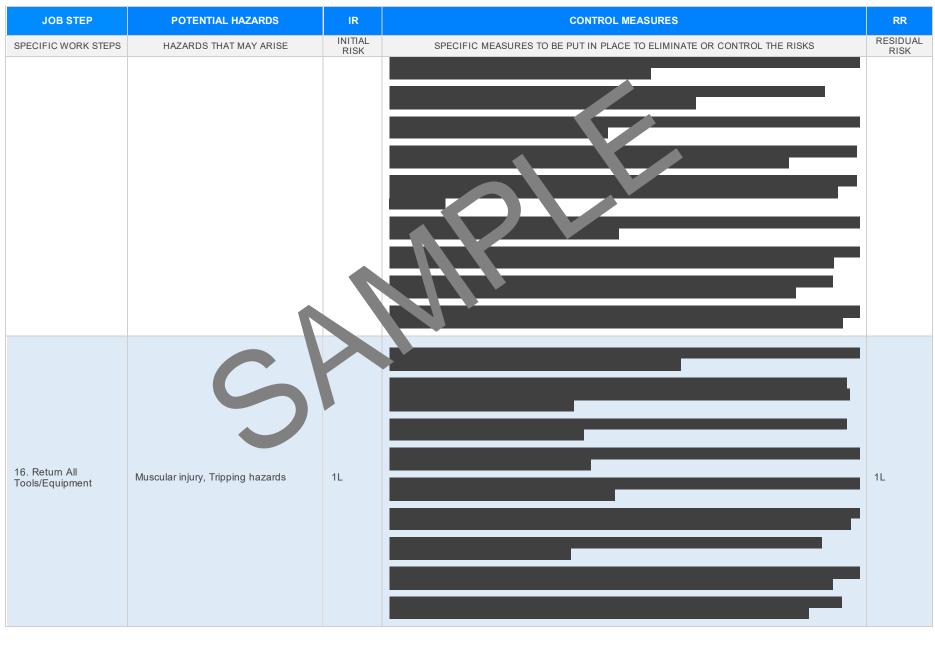






JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
14. Report Any Issues	Miscommunication, Loss of documentation	11		
15. Check Area For Safety	Overlooking potential hazards, Accidental falls	2M		1L



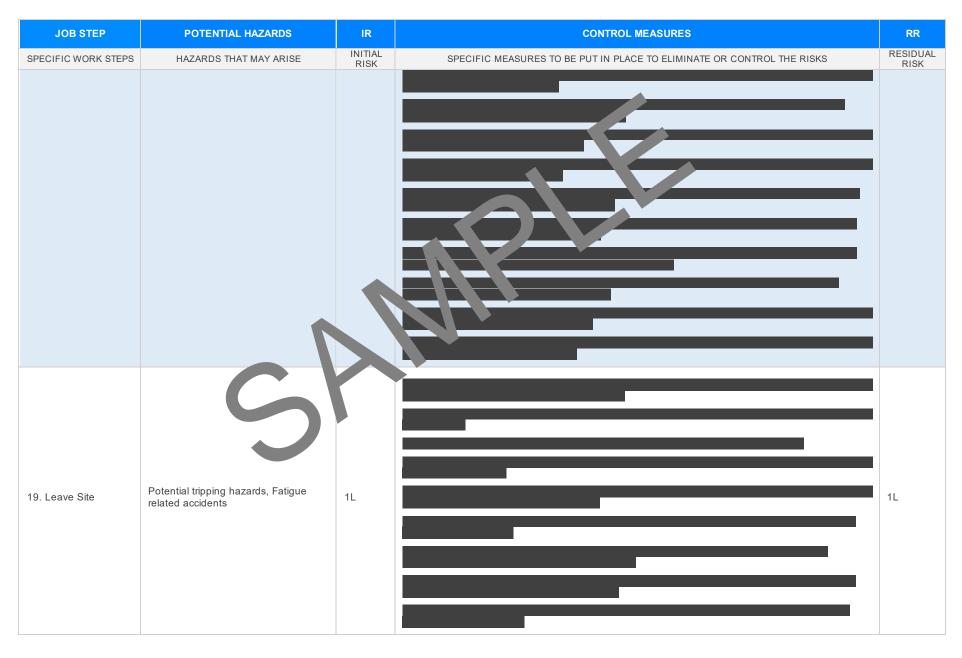




JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
17. Final Inspection	Missed steps in procedure, Unidentified risks	2М		1L
18. Safety Debriefing	Miscommunication, Neglecting to mention incidents	1L		1L

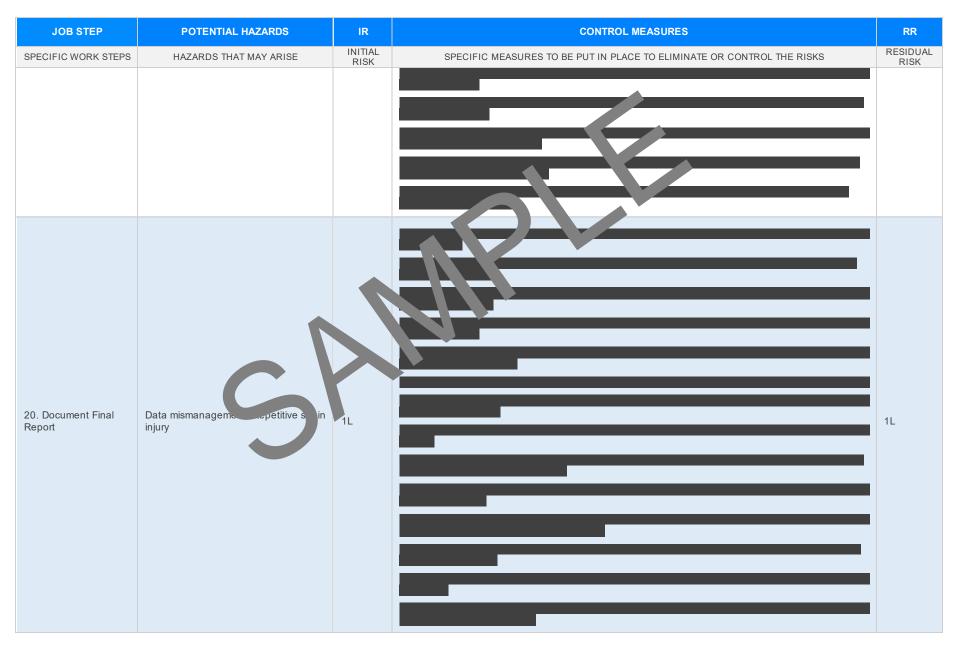
Version 2.5





Version 2.5





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

SP

#### **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	LEGISLATIVE REFERENCES							
RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLA	RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCE IN ANY STATISTICAL 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/acts-and-regulations</u> Codes of Practice ACT: <u>https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</u>	Victoria Occupational Health and Safety Acted04 Occupational Health and Safety Acted04 Legislation VIC: https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- gulations design fractice VICenters://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice							
New South Wales Work Health and Safety Act 2011 Work Health and Safety Regulations 2017 Legislation NSW: <u>https://www.safework.nsw.gov.au/legal-obligations/legis</u> Codes of Practice NSW: <u>https://www.safework.nsw.gov.au/resource-librany</u>	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) Regulations 20 Legislation NT: <u>https://worksafe.nt.gov.au/laws-and-compliance.orkplates.or</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 (S         Legislation for SA: <a href="https://www.safework.sa.gov.au/resources.ogislation">https://www.safework.sa.gov.au/resources.ogislation</a> Codes of Practice for SA: <a href="https://www.safework.sa.gov.au/resources.ogislation">https://www.safework.sa.gov.au/resources.ogislation</a> Codes of Practice for SA: <a href="https://www.safework.sa.gov.au/resources.ogislation">https://www.safework.sa.gov.au/resources.ogislation</a> Tasmania       Work Health and Safety Act 2012	<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> <li>First aid in the workplace</li> <li>Managing the risk of falls at workplaces</li> </ul>							
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 fisk of fails at workplaces</li> <li>Hazardous manual tasks</li> <li>Managing the risk of fails 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.	- 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 REVIEWED	
SIGNATURE	DATE COMPLETED	