Bridge Saw S	AFE WORK METHOD STAT	EMENT (SWMS)	
	TASK OR ACTIVITY: Bridge Saw	1	
Business Name: [Company Name]		ABN: [ABN]	SWMS#
Business Address: [Company Address]			
Contact Person:	Phone: [Phone]	E pil:	
THIS SAFE WORK METHOD	STATEMENT IS APPROVED BY	THE P OF THE PROJECT	
Under the Work Health and Safety Regulation (WHS Regulation), a person conductive proposed work starts.	icting a business or undertaking (H BU) is	required to sure at 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	compliance of the SWMS well as review	s and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS WMS. ST HAVE THE FOLLOWING COMMUNICATED	N WE AND DATED SIGNATURE OF A	LL RELEVANT PERSONNEL WHO HAVE B OPMENT AND APPROVAL OF THIS SWMS	EEN CONSULTED AND
Safety meetings or toolbox talks will be sched ed in accordance with egislative requirements to first identify any site hazards, conduction unica those hazards and then to further take steps to either the sched or contail each azard.	NAME	SIGNATURE	DATE
If an incident or a near miss occurs, all work must study unately. 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:							rk being carried out (otherwise				
Project Address:				k	nown as scope of works).						
Project Manager:											
Contact Phone:											
Project Manager	Signature:										
Date SWMS supp	olied to Project Manag	er:									
		ANY HIG	H-RISK CON JUCI	N. JRK BEING	ARRIED OUT						
involves a risk of	a person falling more than	2 meters.		is carried out on or	near pressurised gas main	s or piping.					
is carried out on a	a telecommunication tower.			☐ is carried out on or near chemical, fuel or refrigerant lines.							
involves demolition	on of an element of a struct	ure that is load-be		is carried out on or near energised electrical installations or services.							
involves demolition	on of an element related to	the physical integrit of a s	17 e.	is carried out in an area that may have a contaminated or flammable atmosphere.							
involves, or is like	ely to involve, disturbing a	estos.		involves tilt-up or precast concrete.							
involves structura	al alteration or repair that re	mporal upp to	prevent collapse.	is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor.							
is carried out in o	r near a confined space.			is carried out in an area of a workplace where there is any movement of powered mobile plant.							
is carried out in/n	ear a shaft or trench deepe	er than 1.5m or tunnel involv	ving use of explosives.	is carried out in areas with artificial extremes of temperature.							
is carried out in o	r near water or other liquid	that involves a risk of drow	ning.	involves diving wo	k.						
		ANY	HIGH-RISK MACHINE	RY OR EQUIPMENT	NEARBY						
Forklift	Crane/s	☐ Hoist/s	Excavator	Backhoe/Loader	Boom Lift	EWP	Genie Lift				
Trencher	Drilling Rig	Trucks	Formwork	Bobcat	Flammable Gas	Fuel	Dozer				
High Voltage	Mulcher	Tilt-up Panels	Roller	Scissor Lift	Tractor	Other -					







JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
1. Preparation	Trips and falls, Unauthorised access	2М	 Inspect and set up barricades or delineation tape around the working area to create a boundary and prevent unauthorised access. Signal indicating restricted access should be displayed prominently. Remove any potential trip hazards, such a power cords debris, tools or equipment, from walkways and work areas, hore begins if the task. Maintain a clean and organised workspace throughout the ob. Implement daily toolbox talks or safety briefings, discuss the becific hazards and control measures for the day activities, emphasis, the intervance of following proper procedures and maintaking awareness of such ands. Require all works to we appreciate personal protective equipment (PPE), including slips distant footmar, high visibility task, and protective eyewear, if necessary. Profectraining as uses on how to properly use, maintain, and store the bridge saw in one to averaccidents during preparation or other work steps. Desig ate nomperent person to oversee the work area, ensuring that only authoris of an erained or rkers have access to the site and that safety protocols are sing for wed. Enous equate lighting is available to clearly illuminate the work area, reducing he risk cups and falls due to poor visibility. Itablish an emergency response plan, outlining actions to be taken in case of an accident or injury. This should include relevant contact information for first aid providers and emergency services. Create a clear walkway system within the workspace, marked with lines or signage, to help direct workers and pedestrians around potential hazards and prevent trips. Conduct regular spot checks and audits of work practices, PPE usage, and site conditions to ensure ongoing compliance with health and safety standards, continually identifying hazards and implementing control measures as needed. 	1L	
2. Site Evaluation	Falling objects, Uneven surfaces	ЗH	 Conduct a thorough site inspection and risk assessment before the commencement of any work in the area, ensuring that potential falling objects and uneven surfaces have been accounted for. Brief all team members on the identified hazards, their possible consequences, and the control measures put in place to mitigate risks involved with falling objects and uneven surfaces. Install appropriate barricades or temporary fencing around the working area to prevent unauthorised access to potentially hazardous areas, especially where falling objects may occur. Clearly mark uneven surfaces with appropriate signs, bright colors, or delineation tape so that workers are aware of the hazards and can take necessary precautions. 	2M	



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			 Use suitable Personal Protective Equipment (PPE), such as hard hats, high-visibility vests, steel-toed boots, and slip-resistant footwear, to minimise the risk of injury from falling objects and uneven surfaces. Provide fall protection equipment, such as hard uses and lanyards, when working at elevated heights or above hazardous succes to prevent falls and injuries. Properly maintain tools and equipment with the workarea to ensure they are securely stored, reducing the likelihood of item, or aentally falling or becoming dislodged. Implement the use of tool tetrues, netting systems notice similar methods for holding tools and methods while orking on the brids near the start of objects falling france/evance/egan. Verify that the scaffolding raccess latformare constructed and maintained by competent per unel following manufactor guidelines and relevant Australian Stanture, ensure and stable work environment. Store na tigals are objects on the ground or lower levels whenever possible, minimis guide the difference. Implement the used to the anong workers, encouraging communication and the source the main appropriate maintenance and housekeeping protocols are in place to a tess onsite temporary surface repairs, reduce clutter that can lead to uneven surfaces, encouraging thazards, ensuring that control measures for falling objects and uneven surfaces remain effective and relevant throughout the project's duration. Foster a safety-conscious culture within the workplace, encouraging workers to report any hazards they encounter and ensuring that management takes prompt action to resolve issues related to falling objects and uneven surfaces. 		
3. Equipment Inspection	Faulty equipment, Electrical hazards	ЗН	 Conduct routine inspections of the bridge saw and its components, looking for any signs of damage, wear, or malfunction. Develop and maintain a regular maintenance schedule for the bridge saw, ensuring that all equipment is serviced in accordance with the manufacturer's recommendations. Ensure that all electrical connections and cords on the piece of equipment are in good condition, free from fraying, exposed wires, kinks, or other hazards. Verify operation of the built-in safety features of the bridge saw, such as emergency stops, blade guards, and interlocks, to guarantee proper function during use. 	1L	



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			- Provide appropriate training to workers on how to safely operate the bridge saw, including how to identify potential hazards and what to do in case of an issue.		
			- Guarantee proper grounding of the bridge saw, promising risk of electric shock to operators and nearby workers.		
			- Use only extension cords that are rated from type and vel of electrical current used by the bridge saw to avoid overloading cuits oprevent fires.		
			- Keep a detailed log of all equipment inspection sults, mainterance performed, and any repairs made, documenting the entire his ty of the seaw.		
			- Ensure ample lighting is available in the workspace who w for proper visual inspection of the company		
			- Restrict access to the are contained the bridge saw to only authorised personnel who have received approved te trainine.		
			- Use skout/t, by ystem to control access to the bridge saw during required maint, a e, repared or whenever it is left unattended, preventing unauthorised use.		
			- Establish a potocol preporting faulty equipment, enabling immediate action to mitigate oten. Thaza, associated with continued use.		
			- guire II won as to wear appropriate personal protective equipment (PPE) while open of working near the bridge saw, such as safety glasses, hearing		
			 rotectic loves, and closed-toe shoes. ster a culture of safety within the workplace, encouraging open communication 		
			among workers and management to address any concerns regarding equipment, nazards or potential risks.		
4. PPE Check	Inadequate PPE, Damaged PPE	2M		1L	
4. TTE ONCOR				12	



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
5. Saw Setup	Incorrect setup, Crush injury	ЗН		2M	



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	S				
6. Material Handling	Manual handling, Struck by objects	ЗН		2M	

Version 2.5



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
7. Cutting Process	Dust inhalation, Noise exposure	4A		2M	

Version 2.5

Date of Issue:



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSO
		3H		1L	
. Blade Replacement	Hand injuries, Blade breakage				

Version 2.5

Date of Issue:



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
9. Maintenance & Cleaning	Slips and trips, Chunical exposure	2M		1L	

Version 2.5



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
10. Waste Disposal	Sharp debris, Environmental beauss	2M		1L	

Version 2.5



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
11. Demobilization	Equipment damages vehicle accidents	21		1L	



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
12. Documentation & Reporting	Inaccurate records, and	IL		1L	

Version 2.5

Date of Issue:



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
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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 LEGISL	ATIVE 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: <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/codes-of-practice</u> Codes of Practice ACT: <u>https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</u> Codes of Practice ACT: <u>https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice</u>	Victoria Occupational Health au Safety Act 204 Occupational Health and Difety or gulations 2017 Legis non VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- rulations</u> or des of mactice VIC <u>autps://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/legislati-codes rach. Codes of Practice NSW: https://www.safework.nsw.gov.au/legal-obligations/legislati-codes rach.	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/wa_place-servelaws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/wa_place-servelaws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/wa_place-servelaws</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_dces/codes-of-practice#COPs</u>	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							
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: https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations Codes of Practice for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice	 First aid in the workplace Managing the risk of falls at workplaces 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	Position	Signature	Date	Time	Supervisor
			Date:		
			Datu		
			ı te:		
			Date:		

SAF WC A STHUD STATEMENT MONITORING AND REVIEW

The SWMS must be reviewed regularly to revised if necessary) if relevant control measure are subcontract of the SWMS and their health and safety representatives who reworkplace.

ke sure it remains effective and must be reviewed (and acception of the process should be carried out in s any subcontract s) who may be affected by the operation esentatives who recented that work group at the

When the SWMS has been revised the PCBU must ensure that all persons involved with the work are advised that a revision has been made and how they can access the revised SWMS, including all persons who will need to change a work procedure or system as a result of the review are advised of the changes in a way that will enable them to implement their duties consistently 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	TO BE DONE	COMMENTS
The company details have been entered, including the project name and address.			
Names and signatures of all relevant personnel consulted during the development of the SWMS.		P	
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.			
Any hazards listed in any site risk assessments have been added to the SWh			
SWMS initial risk (IR) column as well as residual risk (RR) columns completed.			
Check control measures added to the SWMS are the most effectine sections.			
Responsible person is assigned and listed on the SWMS for the impement of continue measures.			
Permit requirements specified, such as Hot Work, Electrical Work, Vortat Heights etc.			
SWMS identifies plant and equipment to be up t.			
Details of inspection checks required for any equipment listed at noted on the SWMS.			
Describes any mandatory qualifications, experience raining skills required to perform the work.			
Applicable personal protective equipment is selected on the SWMS.			
Lists any required permits or licenses.			
Reflects and documents any legislative references and/or Australian Standards.			
Identifies any hazardous substances used with specific control measures in line with any SDS.			
			·
REVIEWED BY	DATE RI	EVIEWED	
SIGNATURE	DATE CO	MPLETED	