Felling Trees With Chainsaw SAFE WORK METHOD STATEMENT (SWMS)							
TASK O	R ACTIVITY: Felling Trees With C	Chainsaw					
Business Name:		ABN:	SWMS#				
Business Address:							
Contact Person:	Phone:	E qil:					
THIS SAFE WORK METHOD	STATEMENT IS APPRO						
Under the Work Health and Safety Regulation (WHS Regulation), a person conductive proposed work starts.		required to ethe 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	IEL WHO HAVE BEEN CONSULTED AND CONSULTED AN	COMMUNICATED TO IN THE				
Safety meetings or toolbox talks will be scheduled in according e with regislative requirements to first identify any site hazards, and the to contract the those hazards and then to further take steps to either eliminate or contract leach hazard.							
If an incident or a near miss occurs, all work must stand diately. 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 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 Iotage in the local Iotes on Hierarchy of Controls: Elimination methods are the most effective and preferrence en council grant hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the use post en upper by isolation is the use post en upper by isolation is the use post en upper by isolation is the last effective Administrative Controls by changing the work is the fourth most effective method. PPE (Personal Prote ive pupper b) is the least effective Depter									

	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	Other PPE Required:										
	Permit or Licenses Requirements Mandatory Qualifications and Training										

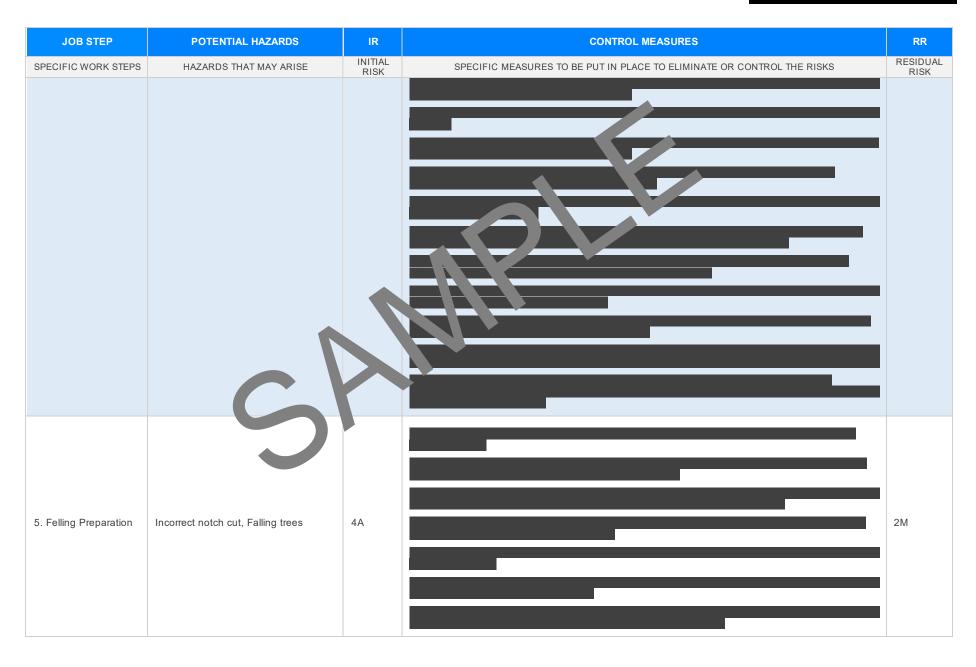


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Improper PPE, Lack of training	ЗН	 Conduct a pre-start briefing to ensure all to tkers understand the task and potential hazards. Require all personnel to wear appropriate personal to otective equipment, including chainsaw chaps, helmets with face shields, ear protection, start to boots, and gloves. Ensure all operators are preperly trained and to d appropriate certification for chainsaw use as per Australian standards. Verify that all many conditioned escopent, including operative certification for chainsaw use as per Australian standards. Verify that all many condition of escopent, including operative certification for chainsaw use as per Australian standards. Verify that all many condition of escopent, including operative certification for chainsaw use as per Australian standards. Verify that all many condition of escopent, including operative certification for chainsaw use as per Australian standards. Verify that all many condition of escopent, including operative certification for chainsaw use as per Australian standards. Verify that all many condition of escopent, including operative certification for chainsaw use as per Australian standards. Verify that all many condition methods on the planned fall, and clear any obstacles or bystanders from the falling zone. Identification of the planned fall, and clear any obstacles or bystanders from the falling zone. Invelor an enorgency response plan specific to the site, ensuring all workers are familiar with provider in case of an incident. Review use site for hidden hazards like unstable ground conditions, electrical lines, or wildlife. Ingin roles and responsibilities to each team member to streamline operations and improve safety. Confirm that a qualified supervisor is present on-site to oversee activities and ensure compliance with safety protocols. Keep first aid kits readily accessible and ensure that at least one person trained in first aid is prese	2M
2. Site Assessment	Falling branches, Uneven ground	ЗН	 Conduct a visual inspection of the tree to identify hanging or dead branches that may pose a risk. Use long-range pole pruners to remove loose or dead branches prior to beginning felling operations. Clear the area around the base of the tree to ensure safe footing for the chainsaw operator. Mark off a designated safe work zone using high-visibility cones or barricades to keep bystanders and unauthorised personnel at a safe distance. Wear appropriate personal protective equipment, including helmet, eye protection, hearing protection, gloves, and steel-capped boots. Evaluate the terrain for uneven ground, potholes, or other trip hazards that could affect stability and balance during cutting. Utilise stabilising platforms or mats on unstable or sloped surfaces to provide a level working area. 	2M

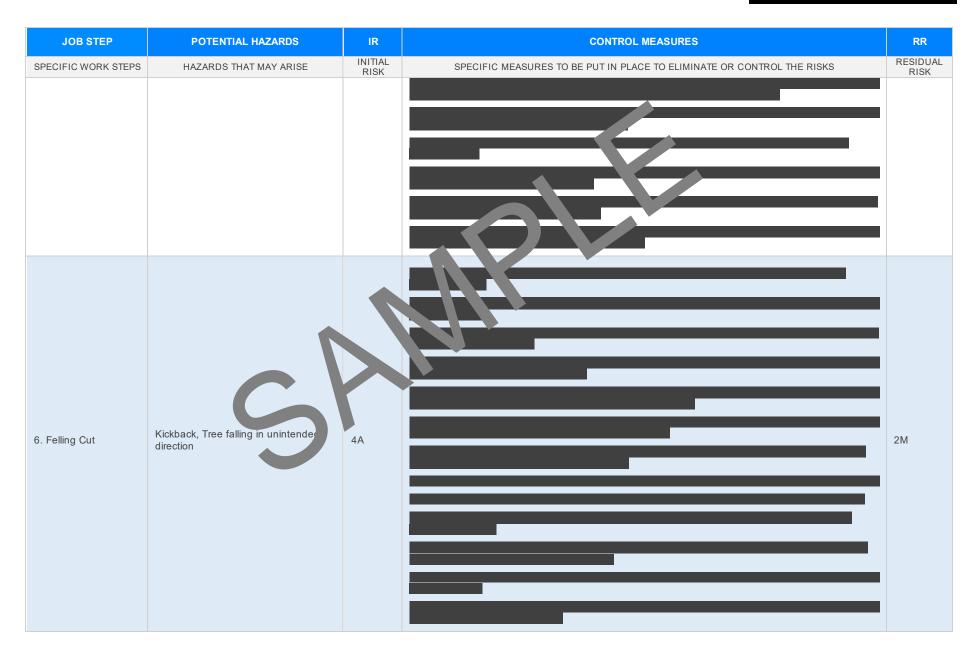


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			- Remain vigilant for signs of wildlife or other environmental factors that might impact safety during operations.	
			- Assign a spotter to monitor the tree's movement pralert the operator to any potential dangers or falling debris.	
			- Ensure all team members are trained in pergency procedures, including first aid, should an incident occur.	
			- Position escape routes in clear view and contradicate these paths to all workers involved in the task.	
			- Perform a manual check of mather conditions of wet example environments can increase the risk of falling branches.	
			- Avoid working of a power lines of undergroup utilities without consulting relevant authorities for deactivation information in their sation	
			- Mainthin regular comparation with a ceam members through hand signals or radio contact to coord a static and respond quickly to any unexpected situations.	
			- Conduct at the assement to identify potential obstacles and adjust the safety area boundaries accordinally.	
			- arly ark the afety zone using high-visibility tape or cones to alert all personnel of restricted entry.	
	7		Ensuring the second sec	
			- Nonove any debris, equipment, or vegetation from the safety area that could pose a trip hazard.	
3. Setting Up Safety			- Maintain regular communication with all team members on-site to ensure everyone is aware of their surroundings and the defined safety perimeter.	014
Area	Poor visibility, Tripazards	ЗН	- Establish a designated lookout person who maintains constant vigilance for changing conditions or risks within the safety zone.	2M
			- Use signage that clearly indicates areas where caution is required, ensuring they are visible from a distance.	
			- Keep pathways clear at all times to reduce the risk of trips or falls when moving within the safety area.	
			- Ensure all workers have completed training on navigating and recognising hazards specific to tree felling environments.	
			- Perform regular inspections during the operation to identify and address any new hazards, keeping the safety area as secure as possible.	
4. Pre-Use Equipment	Faulty equipment, Inadequate			
Check	maintenance	4A		2M

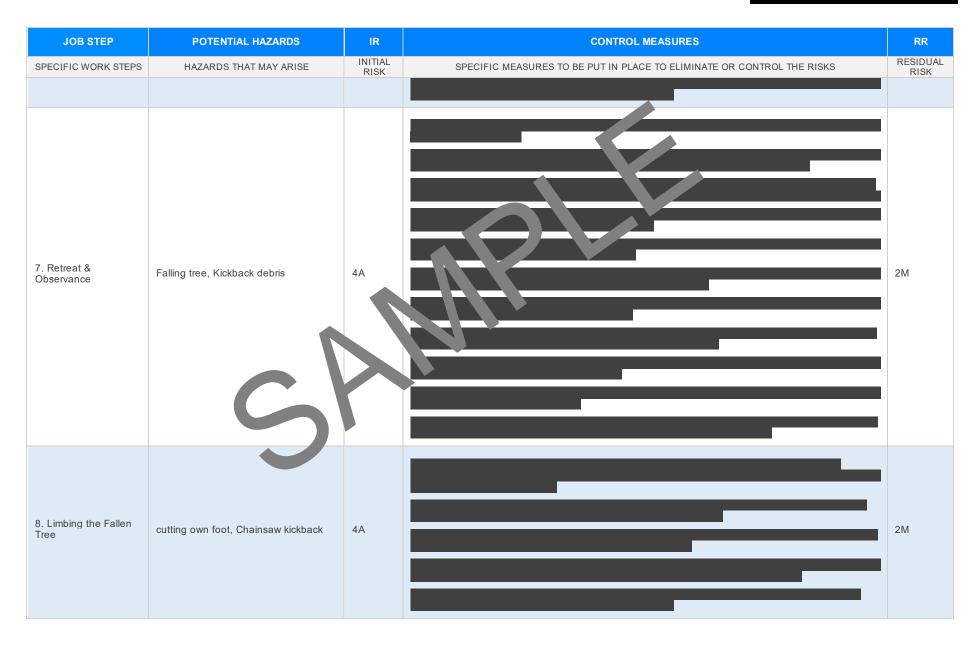




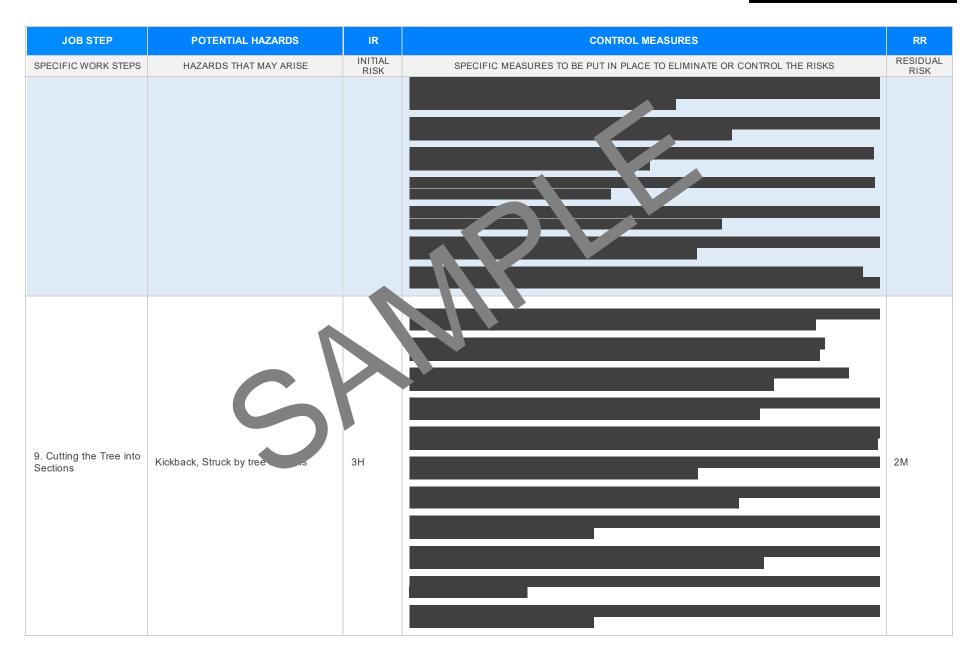












Version 2.5

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
				I
10. Cleaning Work Area	Struck by moving objects, Manual handling injury			2M
11. Transporting Logs and Branches	Back strain, Slips, trips and falls	ЗН		1L

Version 2.5

Date of Issue:

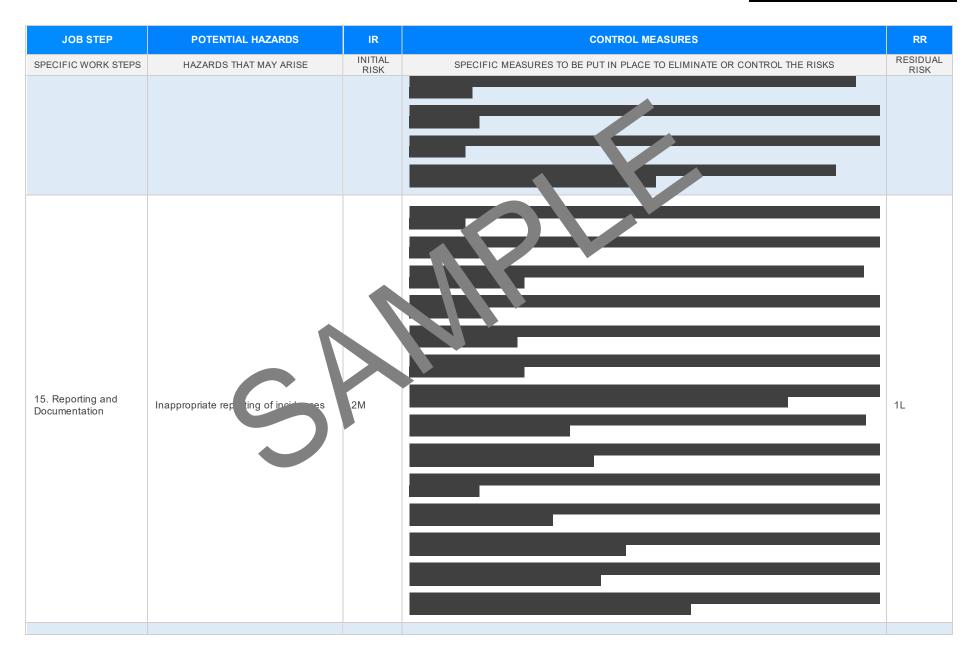


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
12. Chainsaw Maintenance	Cutting injury, Eye injury from flying particles	ЗН		1 1L 1



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
13. Refuelling Chainsaw	Fuel spillage, Fire hazard	ЗН		1L
14. End of Day Cleanup	Slips and falls, Manual handling injury	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
	C			

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 LEGISL	ATIVE REFERENCE IN ANY STO 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