Removal Of Asbestos	Pipe SAFE WORK METHO	D STATEMENT (SWMS)	
TASK	OR ACTIVITY: Removal Of Asbes	tos Pipe	
Business Name: [Company Name]		ABN: [ABN]	SWMS#
Business Address: [Company Address]			
Contact Person:	Phone: [Phone]	E ail:	
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 (F3U) is	required to ture that a safe work method s	tatement (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		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 regislative requirements to first identify any site hazards, conditioned in the those hazards and then to further take steps to either the cate or control eact hazard.	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 YUCI	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	Incorrect identification of asbestos, Late of proper tools and equipment	2M	 Proper identification: Ensure correct identification of asbestos material by engaging a qualified asbestos assessor with the required licencies and certification to perform surveys and tests. Update asbestos register: Keep an updat masbestos register in the workplace, clearly indicating the location of asbestos-catabining methals (ACMs) to avoid accidental exposure or disturbance. Develop an Asbestos Management Plan: Estate the a clear plan utilining procedures for removal, transmittation, and dispose of AC1 annoluding roles and responsibilities of all parties invited. Obtain necesses opermits clearly Ensure that all necessary permits and licenses are obtained to unrelevant or thoritic nefore anomencing the removal of asbestos pipe. Appendiate transmost workers: Conduct regular training sessions for employees to ensure the under or d the hazards associated with asbestos and how to safely handle. Persolal Protective Expirement (PPE): Provide appropriate PPE, such as aspirated, providive doveralls, gloves, and safety goggles, to every worker instruct dustries cover alls, gloves, and safety goggles, to every worker instruct access to work area: Only allow authorised personnel to enter the asbestos removal site, ensuring warning signs are placed around the perimeter of the work area. Implement control measures: Apply suitable control measures, including wet methods or dust suppression technology to minimise the release of asbestos fibers during removal. Secure waste containers: Use leak-tight containers or heavy-duty double-bagged bags to securely transport and store removed asbestos waste until proper disposal. Inspection and maintenance of equipment: Regularly inspect and maintain tools and equipment used in the removal process, replacing any damaged or inefficient items. Adequate communication and supervision: Ensure clear communication between workers and supervisors throughout the entire process, with regular briefings an	1L	
2. Isolation	Airborne asbestos exposure, Uncontrolled access to the work area	ЗH	 Implement exclusion zones: Set up clearly marked exclusion zones around the work area to ensure only authorised personnel can access the site. Use physical 	2M	



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
			 barriers, such as fencing or barricades, and warning signs to indicate the presence of asbestos. Establish personal protective equipment (PPE) represents: Ensure all workers involved in the removal of asbestos pipe are working appropriate PPE, such as disposable coveralls, gloves, boot covers, correspiratory protection, to minimise exposure to airborne asbestos fibers. Air monitoring: Conduct regular air monitoring using the asbestos pipe removal process to measure the concentration of airborne sbestos fiber and ensure that levels remain within safe limit. Dust suppression for the net work is such as damp using surfaces or utilising HEPA-filtered variant systems, to mopress any dist generated during the removal process, the commission here the add of airborne asbestos fibers. Encartsulation Apply or opsulants (sources specifically designed for asbestos containent) to be use of asbestos by perfective asbestos containent) to be use a face of the asbestos pipe before removing it, which could use in the wase of asbestos. Develop and follow clearance procedures, includint vision ensures and air monitoring, to ensure the work area is free from obsestos containent ation after the removal has been completed. Progene visite disposal: Dispose of asbestos-containing materials (ACM) in coordaan with local regulations in waste containers that are properly labelled and aled. Ensure that waste transport and disposal are carried out by licensed op, ators. Training and competency: Ensure all workers involved in the asbestos removal process have received appropriate training on the hazards, safe work practices, and workers to ensure they understand the hazards and specific requirements for the isolation and maintain open communication on-site. Periodic review and update of SWMS: Regularly review and update the Safe Work Method Statement (SWMS) for asbestos pipe removal to ensure its continue effectiveness in addressing hazards and implementing appropriate co		
3. Decontamination set up	Poor decontamination facilities, Insufficient PPE usage	2M	 Establish a designated decontamination area adjacent to the work site, ensuring it is well-ventilated and free from obstructions. Set up a three-stage decontamination process that includes a dirty area, a shower area, and a clean area for workers to transition through after handling asbestos. Provide clear signage indicating the boundaries of each decontamination area and emphasise the importance of following the proper sequence when entering and exiting the zones. 	1L	



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
			 Equip the decontamination area with appropriate cleaning supplies, such as HEPA-filtered vacuum cleaners, disposable wipes, and waste receptacles lined with asbestos-proof bags. Ensure workers are adequately trained on decontamination procedures, including the proper removal, cleaning, and disposal topersonal protective equipment (PPE) and clothing. Supply workers with sufficient quantities and non-sizes of PPE, including coveralis, gloves, footwear, and respiratory mass tomeeting Automatian regulatory standards. Instruct workers to come into the ark site to minimise potential cross-contamination processes and have leaves the work site to minimise potential cross-contamination. Conduct regularinspectors of the decontamination area to ensure all supplies and equiption are to brid g correctly and promptly address any deficiencies or malfue to the site. Imple protocol for handling emergency situations within the decontamination rea, ensure that workers know how to respond swiftly and efficiently in case of nosure or injury. Nep records of all workers who have entered and exited the decontamination area, including details about the nature of their work, the duration of their exposure, and associated PPE usage. Store all removed asbestos materials securely, sealing them in properly labelled duble-layered plastic bags, away from general work areas until they can be disposed of according to local regulations. Coordinate with certified asbestos disposal services for the prompt and compliant removal, transportation, and disposal services for the prompt and compliant removal, transportation, and disposal of contaminated materials generated during decontamination proceeses. Regularly update and review the Safe Work Method Statement (SWMS) for asbestos pipe removal to ensure compliance with Australian Workplace Health and Safety regulations an reflect any new findings or modifications in industry practices regarding decontamination pr		
4. Encapsulation	Ineffective enclosure, Premature damage to encapsulated materials	3H		2M	



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. Removal of asbestos pipe	Asbestos fibers dispersion, Cuts or abrasions from sharp edges	ЗН		1L	

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
6. Waste Disposal	Improper waste disposal, Contamination of the environment	4A		2M	



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. Air Monitoring	Inadequate monitoring equipment, Inaccurate data collection	ЗН		1L	

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
8. Clean-up	Remaining asbestos debris, Improper cleaning methods	2M		1L	



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. Decontamination	Incomplete removal of contaminants from personnel and end, and Exposure to asbester during decontamination nuccess			2М	

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
10. Clearance Inspection	Missed asbestos magazet entite to identify ongoing risks	ЗH		1L	

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
11. Site Restoration	Discarded PPE, Damaged property during removal process	2M		1L	



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
12. Documentation	Inaccurate or missing records, Miscommunication between stakeholders	ЗН		2М	



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



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.

	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: <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>	Victoria Octopational Health and Safety Action 4 Octopational Health and Safety Action 4 Degis from VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- nulates</u> Undes of machine VIC <u>https://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: https://worksafe.nt.gov.au/laws-and-compliance/worplace-serve-laws Codes of Practice NT: https://worksafe.nt.gov.au/formed-compliance/worplace-serve-laws Codes of Practice NT: https://worksafe.nt.gov.au/formed-compliance/worplace-serve-laws	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_aces/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/codes-of-practice 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 					
Details of permits, licenses or access required by regulatory bodies (add or delete as required): - Permits from local council - Authorisation to commence work	 Work health and safety consultation, cooperation and coordination Managing the work environment and facilities How to manage work health and safety risks Managing risks of plant in the workplace Construction work 					

- Any required documents.



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:		

SAL WO 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 are subcontractions) who may be affected by the operation sentatives who received 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	