Safe Use Predator SAFE WORK METHOD STATEMENT (SWMS)									
TA	SK OR ACTIVITY: Safe Use Pred	ator							
Business Name: [Company Name]		ABN: [ABN]	SWMS#						
Business Address: [Company Address]									
Contact Person:	Phone: [Phone]	E gil:							
THIS SAFE WORK METHOD STATEMENT IS APPROVED BY THE PLAN OF THE PROJECT									
Under the Work Health and Safety Regulation (WHS Regulation), a person conductive proposed work starts.	cting a business or undertaking (I BU) is	required to ture 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	vs and modifications of the SWMS.							
Full Name:		Title:	Phone:						
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS WMS. ST HAVE THE FOLLOWING COMMUNICATED	N. 1E AND DATED SIGNATURE OF A CO. MUNICATED TO IN THE DEVELO	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, conditioned in those hazards and then to further take steps to either accurate 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 HIGH-RISK CON PUCI N JRK BEING CARRIED 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	Slips, trips and falls; manual handling injuries	2М	 Conduct a thorough risk assessment of the work area before starting any tasks to identify potential hazards such as wet surfaces, clutter, and uneven ground. Maintain housekeeping practices by keeping or work area clean and free of debris, spills, and unnecessary equipment, such can minimise the risks of slips, trips, and falls. Use appropriate signage and barriers to clean increate hazards or uneven surfaces in the work area, providing sufficient time for workers to eact and avoid incidents. Provide workers with conquate uping on proper mound handling techniques to minimise the risk onjurie cause or lifting, carrying, or moving objects at the jobsite. Ensure work ware equipment footwear, gloves, and back support belts when required for the at. Enfort regular streaging and warm-up exercises before engaging in any manual lifting at writie on reduce strain on joints, muscles, and ligaments. Isolem at a "backy system" for particularly heavy or awkward loads, encouraging team or the need for extensive manual lifting and handling. Create clear pathways and designate walkways within the work area to minimise the need for extensive manual lifting and handling. Encourage an open culture of communication where workers feel comfortable reporting hazards or unsafe conditions, allowing for immediate action to mitigate risks and maintain overall site safety. 	1L	
2. Site Inspection	Exposure to harmful substances; contact with electricity	ЗH	 Conduct a thorough site inspection before work commences to identify potential hazards, such as the presence of harmful substances or live electrical wires, and assess the risk level associated with each hazard. Investigate the history of the worksite to gather information on any previous incidents involving exposure to harmful substances or contact with electricity, and implement additional safety measures as needed. Establish and clearly mark designated safe zones within the worksite to minimise workers' exposure to hazardous materials and the risk of accidental contact with live electrical equipment. Provide appropriate personal protective equipment (PPE), including gloves, safety goggles, face shields, and insulating tools for workers handling hazardous substances or working near live electrical installations. 	2M	

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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
			- Encourage regular communication between workers and supervisors, with toolbox talks and safety meetings held periodically to discuss potential hazards and reinforce the importance of adhering to safety procedures.		
			- Develop clear emergency response plans and socedures, detailing the steps workers must follow in the event they come us contact with harmful substances or electricity during the site inspection process		
			 Ensure all workers undergo thorough training, an aduction programs related to site safety, hazard identification, and correct han ang of hazard's substances and electrical equipment. Apply strict lockout is the productive when working, and or around electrical equipment, disating machinery are power sources to prevent unauthorised or accidental orbustion. 		
			 Implement a principal monitoring or gramme within the worksite, using air sample and registration costs of electrical installations to detect and address potential hazar and motily. Continuous review and update the Safe Work Method Statement (SWMS) 		
			through at the roject station, adapting control measures and safety practices in sponse o charges in the work environment, new hazards identified, or updated safety regulations		
			rovide proper training and instructions for employees on the correct lifting te biques, including bending at the knees, maintaining a straight back, and avoiding twisting while lifting.		
			 Establish clear guidelines on the appropriate use of equipment, including its capacity, maintenance checks, and operating procedures. 		
			- Display signage or labels on equipment indicating the safe lifting capacities and any other important information pertaining to equipment usage.		
			- Equip workers with requisite personal protective equipment (PPE) such as gloves, safety boots and other relevant gear depending upon the task being performed.		
3. Equipment Set Up	Incorrect lifting techniques; improper use of equipment	ЗH	 Designate a work area for equipment setup which is clear of obstructions, sufficiently spaced, and providing an ergonomic work environment. 	1L	
			 Implement a buddy system where workers assist each other during heavy lifting or equipment installation, ensuring that proper lifting techniques are followed consistently. 		
			- Regularly inspect and maintain equipment to ensure it is in good working condition, with all safety features intact and functioning correctly.		
			- Encourage communication amongst team members in reporting any equipment issues or concerns immediately to management.		
			 Develop a risk assessment plan for all equipment-related tasks, taking into consideration hazards, controls and mitigation strategies. 		

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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
			- Create an emergency response plan that includes procedures for incidents involving equipment malfunctions or incorrect lifting techniques, ensuring staff are trained and prepared to respond effectively.		
			- Continuously review and update control mean us, incorporating best practices and industry standards, to ensure continued improvement of workplace health and safety during equipment setup operations.		
4. Work Area Isolation	Unauthorised access ack of personal protective equipment (PPE)	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
5. Cleaning & Maintenance	Chemical exposure; slip such falls	21		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
6. Predator SWMS Observation	Biological hazards; accidents due to inexperience	3		2M	

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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. Predatory Species Handling	Bites and scratches; allergic reactions			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
8. Waste Disposal	Inadequate disposal process; biohaze contamination	2M		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
9. Transport & Storage	Loose or irregular to the dequate restraint system	ЗМ		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
10. Record Keeping	Lack of proper reporting systems; incomplete documentation	1L		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
11. Emergency Management	Inadequate emergency response plan; untrained first aiders	ЗН		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
12. Stakeholder Communication	Miscommunication; unclear instructions	2М		1L	

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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
· /				·	



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 F	REFERENCES					
RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEG	GISLATIVE 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: 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/acts-and-regulations Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice	Victoria Occupational Health an unSafety Actioned Occupational Health and unfeture gulations 2017 Legistron VIC: <u>https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and- gulatures</u> Undes of mactice VIC <u>attps://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: <u>https://worksafe.nt.gov.au/laws-and-compliance/weiplace-sected-aws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/weiplace-sected-aws</u> Codes of Practice NT: <u>https://worksafe.nt.gov.au/laws-and-compliance/weiplace-sected-aws</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: https://www.safework.sa.gov.au/resources/legislation Codes of Practice for SA: https://www.safework.sa.gov.au/work_aces/codes-of-practice#COPs	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 					
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.

Version 2.5



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:		
			Dat		
			t te:		
			Date:		

SAL WO A STHUD STATEMENT MONITORING AND REVIEW

The SWMS must be reviewed regularly to review the sure it remains revised if necessary) if relevant control measure are a conconsultation with workers (including contractors are subcontract of the SWMS and their health and safety representatives who re workplace.

ke sure it remains effective and must be reviewed (and area of the process should be carried out in s and subcontract s) who may be affected by the operation esentatives 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 SWN			
SWMS initial risk (IR) column as well as residual risk (RR) columns completed.			
Check control measures added to the SWMS are the most effecting sections.			
Responsible person is assigned and listed on the SWMS for the imement of cont, measures.			
Permit requirements specified, such as Hot Wey, Electrical Work, Verat Heights etc.			
SWMS identifies plant and equipment to be up t.			
Details of inspection checks required for any equipment listed approved 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 COMPLETED		