





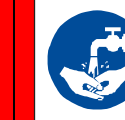
Site-specific considerations

NOTE: This is a generic SWMS. A generic SWMS may be prepared and used for high risk construction work activities that are carried out on a regular basis; however, the generic SWMS must be reviewed by the person carrying out the work to take into account the hazards and risks for the specific workplace and amend the SWMS as necessary for the site where the work is to be carried out, and complete details such as names and qualifications of workers who will carry out the work. All amendments to the SWMS must conform to regulatory requirements and be recorded on the SWMS. Workers and their health and safety representatives (if any) should be consulted before the generic SWMS is first made available to them and all workers instructed in the SWMS by site-specific inductions or toolbox talks. Details of consultation with workers and instruction in the SWMS must be recorded on the SWMS for that project or site. All workers are required to sign-off on the SWMS before the work is commenced.

RISK CONTROL	Actions to be taken to control risks	What measures are in place to ensure compliance with SWMS?	Check
Hierarchy of risk controls (in order of preference)	<i>How will risk controls be implemented?</i>	WHS Policies and procedures (including safe work procedures)	
1 Elimination (most effective)	Eliminate the hazard and the associated risk	General workplace induction (GCI) and workplace induction training	
2 Substitution	Substitute the hazard with something safer	Toolbox talks, pre-start meetings	
3 Isolation	Isolate the hazard from people (e.g., barrier, wall)	SWMS provided to and discussed with workers and signed off	
4 Engineering means	Physical controls including guards, mechanical devices	Ongoing workplace supervision by competent personnel	
5 Administrative controls	Work methods or procedures to minimise exposure	Monitoring of work methods and review of SWMS where necessary	
6 PPE (least effective)	Provide protective clothing and equipment to workers	SWMS control measures revised if work methods or risks change	

Plant, tools and equipment required	Safety inspections and maintenance	Chemicals to be used on site			
		Name of chemical	Hazard class (GHS)	Category	SDS date

High risk work licenses and competencies required					Safety equipment required	
Plant or occupation	Class	Type/description	Worker's name	Number		
						Barricading, traffic control devices
						Signage
						Fall prevention (safety harness, lanyard)
						Traffic control
						Other (specify):

<p>PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT (PPE) REQUIRED</p> <p>(Required PPE is highlighted). Ensure all workers have required PPE before any work requiring the PPE is commenced.</p>									
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Job activity	Hazards / associated risks	How will the hazards and the risks be controlled?
Inductions and training	Untrained workers	<p>Carry out site-specific inductions for all workers.</p> <p>All workers must be competent in the tasks carried out.</p> <p>Vehicles, plant and equipment must only be operated by licensed or competent persons.</p>
Traffic	Collisions	<p>Provide safe parking for vehicles on site where practicable.</p> <p>Wear high-visibility clothing when working in or near roadways and traffic.</p>
Public safety	Exposure to workplace hazards	<p>Consult with occupier to determine specific protocols and procedures required to conduct work activities in occupied areas. Where possible, work areas should be free of occupants prior to and during work.</p> <p>Prevent unauthorised entry by other persons into areas where work is being carried out. Means of prevention must take into consideration the needs and attributes of occupants (especially children).</p>
Electrical hazards	Electrical tools and equipment	<p>All electric appliances and equipment will be inspected, tested and tagged every 6 months. Out of test equipment should not be used.</p> <p>Inspect appliances daily before use. Faulty electric equipment must not be used.</p> <p>Keep electric leads off ground to protect from damage.</p>
Work at heights	Personal injury	<p>Provide safe means of access to and for working at heights and where a person may fall from one level to another.</p> <p>Ladders and platforms must be an industrial type with a 120kg rating. Domestic ladders and platforms must not be use in a workplace.</p> <p>Open stepladders fully, and ensure brace is locked. All feet must be in contact with a firm, stable surface.</p> <p>Folding portable step platforms must be opened fully and braces locked in position before use.</p> <p>All treads and platform surfaces must be clean and dry.</p>
Hazardous chemicals	Hazardous exposure	<p>A current Safety Data Sheet must be available for all chemicals used on site. All workers must be provided with and use protective clothing and PPE as recommended by the SDS.</p> <p>Check SDS and product labels for any incompatible chemicals that must be avoided when using chemicals to prevent an adverse and/or potentially hazardous reaction.</p> <p>Segregate incompatible chemicals and do not store or transport in the same container or bin, etc. Keep all chemical containers securely closed when not in use.</p> <p>Ensure good ventilation in areas where volatile chemicals are used. Avoid contact with skin and eyes.</p> <p>Provide suitable spill and clean up kit and train workers in procedures to control and clean up spills or leaks (including selection and use of PPE).</p>

Job activity	Hazards / associated risks	How will the hazards and the risks be controlled?
Working in occupied areas	Exposure to infection	<p>Observe social distancing rules when other people are present or working. (Note – social distancing rules apply to co-workers as well as other persons).</p> <p>Always maintain a distance of 1.5 m or 2 m (as mandated by health authority in the particular jurisdiction) from other people, or maintain a 4 m² area for each person.</p> <p>Consider all surfaces and objects as potentially infected, and avoid contact where practicable.</p> <p>Wear single-use latex gloves to prevent direct contact with potentially infected surfaces and objects. Wash hands with soap and water before putting gloves on and after removing gloves, which should be placed into a closed bin immediately before washing hands. Hand sanitiser should be used where hand washing is impractical, or as an adjunct to hand washing.</p> <p>Ensure that all workers are instructed in and practice cough etiquette, including hand washing after use of tissues which should be placed into a closed bin immediately.</p>
	Working in occupied premises	<p>Provide warning signs at entrances and prevent entry into area where work is to be carried out.</p> <p>Close doors to prevent spread of potentially contaminated material into adjacent areas. Open windows (if possible) to ventilate work area and to clear contaminated air from area. (Note – ensure that potentially contaminated air will not be drawn into adjacent areas or air-conditioning units (outdoor units of splitsystem air-conditioning units excepted)).</p> <p>Prevent entry into potentially contaminated areas until cleaning and disinfection (if required) is completed.</p>
Cleaning of work area	Spread of infection	<p>Good hygiene measures and consistent use of appropriate personal protective equipment is recommended to prevent transmission of COVID-19 while cleaning work areas after completion of work.</p> <p>Items required for cleaning include:</p> <ul style="list-style-type: none"> • personal protective equipment (PPE) • cleaning equipment and solutions • rubbish waste bag • alcohol-based hand rub.
	Hazardous exposure	<p>Wear liquid-proof gloves (e.g., single use non-sterile disposable latex) when damp-wiping surfaces and objects before and on completion of work, and when working on or with soiled surfaces.</p> <p>Wear nitrile-type liquid-proof gloves when required by SDS for hazardous chemical cleaners.</p> <p>Ensure surfaces are cleaned thoroughly – remove all deposits of dust and soil which can transmit infection.</p> <p>Wipe down all tools and equipment with neutral detergent and water solution after completion of job.</p> <p>Workers must be instructed in general cleaning procedures and be provided with protective clothing and PPE required when using cleaning agents and disinfectants.</p> <p>Dispose of gloves and wipes into closed bin and wash hands with soap and water after cleaning.</p>

Job activity	Hazards / associated risks	How will the hazards and the risks be controlled?
Cleaning of work area (continued)	Surface cleaning	Procedures for surface cleaning: <ul style="list-style-type: none"> • prepare all cleaning solutions immediately before use • damp wipe down all work surfaces with a neutral detergent and warm water solution, rinse with clean damp wipe (or disinfectant if required) and dry before and after each work session • follow manufacturer's safety precautions and recommendations for use of disinfectants where required for surface cleaning (including protective clothing and PPE) • empty buckets after use, wash with detergent and warm water, rinse with hot water, and turned upside down and stored dry • launder or clean mops in detergent and warm water after use, rinse in hot water and store dry. Mop heads should be detachable or stored with the mop head up.
Use of disinfectants and sanitisers	Exposure to chemicals – Sodium hypochlorite (10%) (bleach)	Use only for heavily contaminated surfaces in well-ventilated areas. (Hypochlorite is corrosive to metals). Wear eye protection, chemical-proof hand protection (e.g., liquid-proof nitrile gloves) and apron when handling and using bleach. Do not mix with strong acids.
	Exposure to chemicals – Alcohols (e.g., isopropyl 70%; methylated spirits 60%)	Use for cleaning smooth metal surfaces, bench and table tops and other surfaces where bleach cannot be used. Wear eye protection, chemical-proof hand protection (e.g., liquid-proof nitrile gloves) and apron Alcohols are flammable and toxic. Use in well-ventilated areas only, and avoid inhalation. Keep away from heat sources, electrical equipment, flames and hot surfaces. Allow to dry completely.
Personal decontamination	Adverse health effects	Ensure that adequate washing facilities are available at work location. Provide anti-bacterial agent for hands and lower arms Remove any clothing that may have been contaminated during the cleaning process. Wash hands, face and exposed skin areas thoroughly with warm water and soap before eating, drinking smoking, or using the toilet. Provide adequate single-use towels or disposable paper towels for drying after personal decontamination.
Decontamination and cleaning of clothing, etc.	Adverse health effects	Soiled clothing should not be washed with other clothing, but be laundered separately after soaking in an anti-bacterial agent. Anti-bacterial agent should be added when laundering all clothing worn during decontamination work. Follow directions for correct use of anti-bacterial laundry soakers.
Waste removal and disposal	Storage and disposal	Used protective clothing (coveralls, face masks, gloves, etc.) must not be placed into general waste but be bagged and disposed of as biological waste. Waste bags should be securely tied to prevent spillage before removing from the area. Store waste in a secure area until collected. Contact local waste disposal authority regarding procedures for disposal of all contaminated materials removed from premises.

Additional hazards and risks (site-specific – not included elsewhere in SWMS)		
Job activity	Hazards / associated risks	How will the hazards and the risks be controlled?

Worker consultation, instruction and sign off					
All workers must sign below before commencing work covered by this SWMS: <i>I have been consulted, instructed in and fully understand the content of this SWMS</i>					
Worker's name	Signature	Date	Worker's name	Signature	Date

Revision No.	01	02	03	04	05	06
Signature	L Blake	L. Blake				
Date	29.03.2020	05.04.2020				