













<b>Precision Installations</b> <b>ABN 17155740551</b> <b>Suite 41 / 124 - 130 Auburn Street, Wollongong, NSW, 2500</b>		<b>Revision #1</b>	<b>Job Date:</b> 26th August 2022
		<b>Created:</b> 26th August 2022	<b>Last Update:</b> 26th August 2022
<b>Authorised Representative:</b>	Glen Fitzgerald - <a href="tel:0420995605">Ph:0420995605</a>	This SWMS has been developed by: <b>Glen Fitzgerald</b> With consultation from onsite personnel and the responsible person for SWMS implementation, monitoring and review: <b>Glen Fitzgerald</b>	
<b>WHS Representative:</b>	Glen Fitzgerald - <a href="tel:0420995605">Ph:0420995605</a>		
<b>Work Activity / Task:</b> Excavation			
<b>Location:</b> 50-52 Phillip Street, Sydney			
<b>Description:</b> Carry out excavation works for external drainage			
<b>Review of Control Measures</b>	The control measures for high risk work will be implemented by the workers undertaking the work who have had the opportunity to have input into the control measures and have been trained in the SWMS. The supervisor of the workers will periodically check that the control measures are being followed and determine if a review of the controls is required. A review may also be initiated at the request of an elected Health and Safety Representative. The implementation of the control measures may also be monitored by the completion of the Site Safety Checklist. Any non compliance at this stage will also initiate a review of the controls.		
<b>Relevant WHS Act:</b>		<a href="#">Work Health and Safety Act 2011</a>	
<b>Relevant WHS Regulations:</b>		<a href="#">Work Health and Safety Regulation 2017</a>	

## Task / Job Requirements:

PPE Requirements											
 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input checked="" type="checkbox"/>
Permit To Work Requirements											
Excavation Permit						EW35678					
Equipment Requirements											
Equipment used on this Job / Task has been verified to be in good working order and is authorised for use on the job site at <b>50-52 Phillip Street, Sydney</b> . Compliance documentation and pre start checks can be obtained through the responsible person <b>Glen Fitzgerald</b> .											
Training Requirements											
<b>Personnel Responsibilities</b>	All workers must read and adhere to all safety procedures and Codes of Conduct in place for this site. All staff are to be pro-active regarding safety and report any near misses or safety risks to a <b>Precision Installations</b> Supervisor. In addition workers must read and understand the site safety rules as well as the requirements and processes outlined in this Safe Work Method Statement.										

## High Risk Works Check List:

Risk of a person falling more than 2 metres	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Likely to involve disturbing asbestos	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Working on or near shaft or trench deeper than 1.5m or a tunnel	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work on or near chemical, fuel or refrigerant lines	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Tilt-up or precast concrete elements	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work in areas with artificial extremes of temperature	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work on telecommunications tower	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Temporary load bearing support for structural alteration or repairs	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Use of explosives	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work on or near energised electrical installations or services	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work on/in/adjacent to roadway, railway, shipping line or other traffic corridor in use by traffic other than pedestrians	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work in or near water or other liquid that involves a risk of drowning	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Demolition of load bearing structure	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work on or near a confined space	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work on or near pressurised gas mains or piping	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work in an area that may have contaminated or flammable atmosphere	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Diving Work	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Work in an area with movement of powered mobile plant	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>

# Job Breakdown:

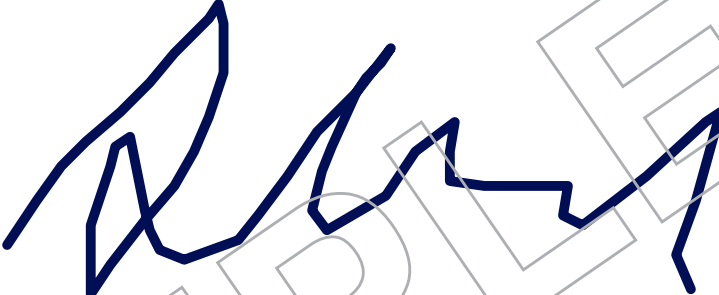
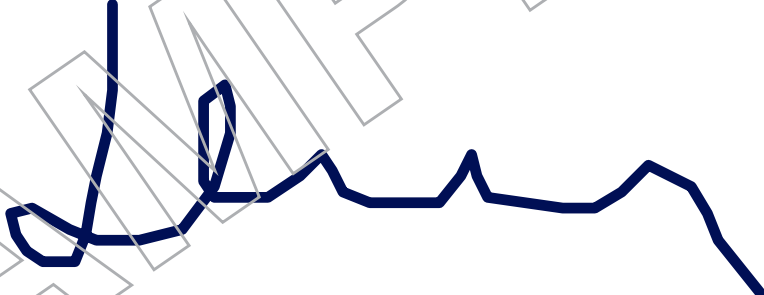
HIERARCHY OF CONTROLS					
Most Effective					Least Effective
Item	Step Description	Potential Hazards	Risk Class	Controls	Residual Risk
1	Preparation of work area	<ul style="list-style-type: none"> <li>- Excavation / trenching</li> <li>- Public (pedestrians / other)</li> <li>- Access and egress</li> <li>- Slips, trips and falls</li> <li>- Services / Utilities</li> </ul>	13	<ul style="list-style-type: none"> <li>- Erect warning signs to warn others of excavations or trenches and the associated risks.</li> <li>- Where pedestrian access is restricted by excavation or trenching works, provide safe and adequate marked walkways for use by pedestrians around the works.</li> <li>- New workers on site must check with Site Supervisor for locations of all excavations.</li> <li>- Arrange for flashing warning lights and/or temporary lighting to be operational when dark.</li> <li>- Check for underground services – dial before you dig 1100 and note the service location, type, depth and any restrictions that apply;</li> <li>- Obtain any appropriate approvals from the Service providers.</li> <li>- Make sure that no conductive objects are in contact with or are likely to come in contact with any live conductors.</li> <li>- Hand excavate if exact location of services is unknown.</li> </ul>	3

2	Check existing structures	<ul style="list-style-type: none"> <li>- Structural collapse</li> <li>- Trenching / excavation</li> <li>- Subsidence</li> </ul>	18	<ul style="list-style-type: none"> <li>- Make sure nearby footings, slabs, walls or other existing structures are not damaged by excavation works.</li> <li>- Make sure structural engineering drawings and specification are followed.</li> </ul>	3
3	Excavation works	<ul style="list-style-type: none"> <li>- Excavation / trenching</li> <li>- Subsidence</li> <li>- Services / Utilities</li> <li>- Hit by falling objects</li> <li>- Plant and Equipment – impact / crushing injuries</li> <li>- Flying debris – eye injuries</li> </ul>	18	<ul style="list-style-type: none"> <li>- Restrict access to the work area to only those involved in the activity and make sure it is kept clear at all times.</li> <li>- Make sure no workers enter an unsupported section of excavation or carry out any excavation work without supervision. <ul style="list-style-type: none"> <li>- Shore up sides of excavation if ground is unstable or if greater than 1.5m deep.</li> </ul> </li> <li>- Compaction with a vibrating roller must not be carried out within 600mm of any utility infrastructure.</li> <li>- Make sure all excavated or fill materials are placed a minimum of 600mm away from the edge of the excavation.</li> <li>- Where excavated or fill materials need to be placed closer than 600mm from the edge of the excavation, make sure an effective barrier is installed to prevent them from falling into the excavation.</li> <li>- Make sure at least 2 workers are present on site at all times during the work activity in case of emergency.</li> <li>- Make sure operator has the appropriate certificates or experience to operate the equipment;</li> <li>- Make sure the equipment is in good working condition and regularly maintained. <ul style="list-style-type: none"> <li>- Wear high visibility clothing, hearing protection, hardhats and boots;</li> <li>- Make sure operator has seen you when working near moving plant.</li> </ul> </li> </ul>	4
4	Trench digging works	<ul style="list-style-type: none"> <li>- Excavation / trenching</li> <li>- Subsidence</li> <li>- Services / Utilities</li> <li>- Hit by falling objects</li> <li>- Plant and Equipment – impact / crushing injuries</li> <li>- Flying debris – eye injuries</li> <li>- Manual Handling - strains, sprains and back injuries</li> </ul>	18	<ul style="list-style-type: none"> <li>- Make sure no workers enter an unsupported section of trench or carry out any trenching work without supervision.</li> <li>- Use the correct tool for the task and train workers in its correct use; <ul style="list-style-type: none"> <li>- Check tools are in good working condition;</li> </ul> </li> <li>- Check to make sure trenching supports are appropriate to the conditions.</li> <li>- Make sure safe ladder access is available for all workers. <ul style="list-style-type: none"> <li>- Make sure spoil heaps are positioned at least 900mm away from the trench.</li> </ul> </li> <li>- Make sure at least 2 workers are present on site at all times during the work activity in case of emergency.</li> </ul>	4

5	Use Excavator and Machinery	<ul style="list-style-type: none"> <li>- Excavation / trenching</li> <li>- Access and egress</li> <li>- Plant and Equipment – impact / crushing injuries</li> <li>- Services / Utilities</li> </ul>	18	<ul style="list-style-type: none"> <li>- Make sure operator has the appropriate certificates or experience to operate the equipment;</li> <li>- Make sure the equipment is in good working condition and regularly maintained;             <ul style="list-style-type: none"> <li>- Check with Site Supervisor to identify details of underground services.</li> </ul> </li> <li>- Arrange for a worker to act as a spotter and maintain a safe distance from the machine;             <ul style="list-style-type: none"> <li>- Spotter to make sure the operator can see personnel when working near moving plant and is to wear high visibility clothing, hearing protection, hardhats and boots;</li> </ul> </li> <li>- The backhoe operator is to be aware of spotter's location at all times and maintain a safe distance.             <ul style="list-style-type: none"> <li>- Hand excavate using a shovel to locate services at approximate location.</li> <li>- Make sure excavations and trenches are battered or benched if they are deeper than 1.5m.</li> </ul> </li> <li>- Make sure excavated materials are stockpiled at least 2m away from the excavation.</li> </ul>	4
6	Removal of materials from site.	<ul style="list-style-type: none"> <li>- Incorrect disposal of materials.</li> <li>- Improper transportation of materials.</li> </ul>	13	<ul style="list-style-type: none"> <li>- Full tracking of waste is required and Tip Receipts must be retained.</li> </ul>	1

## SWMS Acknowledgement:

This SWMS has been developed through consultation with our workers and has been read and signed by all workers involved with this activity

Name	Role	Signature	Date
Glen Fitzgerald	Worker		26th August 2022
Luke Nebo	Worker		26th August 2022

## Appendices: Risk Matrix

	Minor	Serious	Severe	Major	Catastrophic
Almost Certain	Class: 10 Moderate	Class: 16 High	Class: 20 Extreme	Class: 23 Extreme	Class: 25 Extreme
Likely	Class: 7 Moderate	Class: 12 Serious	Class: 17 High	Class: 21 Extreme	Class: 24 Extreme
Possible	Class: 5 Moderate	Class: 6 Moderate	Class: 13 Serious	Class: 18 High	Class: 22 Extreme
Unlikely	Class: 2 Low	Class: 4 Low	Class: 9 Moderate	Class: 14 Serious	Class: 19 High
Rare	Class: 1 Low	Class: 3 Low	Class: 8 Moderate	Class: 11 Moderate	Class: 15 Serious

Likelihood			Consequence		
Value	Classification	Description	Value	Classification	Description
1	Rare	Unlikely to occur (less than 5% chance)	1	Minor	First Aid Injury (FAI). Minimal impact on health & safety which can be resolved by daily procedures & pre-start.
2	Unlikely	Could occur (5-25% chance)	2	Serious	Medical Treated Injury (MTI). Treatment required by physician or medical personnel (not a First-aider).
3	Possible	May occur at some time (25-50% chance)	3	Severe	Lost Time Injury (LTI). Injury sustained to employee who is unable to work following day or perform usual duties.
4	Likely	Will probably occur (50-75% chance)	4	Major	Single fatality or hospitalisation. Permanent disability or long term illness/injury.



5	Almost Certain	Very likely to happen (over 75% chance)	5	Catastrophic	Multiple fatalities or permanent debilitating injuries
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SAMPLE

## Appendices: Hazard Identification

**Step 4**  
Trench digging works



**Step 4**  
Trench digging works

