













Precision Installations ABN 17155740551 Suite 41 / 124 - 130 Auburn Street, Wollongong, NSW, 2500		Revision #1	Job Date: 31st August 2022
		Created: 31st August 2022	Last Update: 31st August 2022
Authorised Representative:	Glen Fitzgerald - Ph:0420995605	This SWMS has been developed by: Glen Fitzgerald With consultation from onsite personnel and the responsible person for SWMS implementation, monitoring and review: Glen Fitzgerald	
WHS Representative:	Glen Fitzgerald - Ph:0420995605		
Work Activity / Task: Fitout			
Location: 50-52 Phillip Street, Sydney			
Description: General labouring – Hanging Doors, Architraves, Skirtings			
Review of Control Measures	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.		
Relevant WHS Act:		Work Health and Safety Act 2011	
Relevant WHS Regulations:		Work Health and Safety Regulation 2017	

Task / Job Requirements:

PPE Requirements											
											
Permit To Work Requirements											
This job does not require any permits be obtained before commencing work.											
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 50-52 Phillip Street, Sydney . Compliance documentation and pre start checks can be obtained through the responsible person Glen Fitzgerald .											
Training Requirements											
Personnel Responsibilities	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 Precision Installations 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	No
Likely to involve disturbing asbestos	Yes	No
Working on or near shaft or trench deeper than 1.5m or a tunnel	Yes	No
Work on or near chemical, fuel or refrigerant lines	Yes	No
Tilt-up or precast concrete elements	Yes	No
Work in areas with artificial extremes of temperature	Yes	No
Work on telecommunications tower	Yes	No
Temporary load bearing support for structural alteration or repairs	Yes	No
Use of explosives	Yes	No
Work on or near energised electrical installations or services	Yes	No
Work on/in/adjacent to roadway, railway, shipping line or other traffic corridor in use by traffic other than pedestrians	Yes	No
Work in or near water or other liquid that involves a risk of drowning	Yes	No
Demolition of load bearing structure	Yes	No
Work on or near a confined space	Yes	No
Work on or near pressurised gas mains or piping	Yes	No
Work in an area that may have contaminated or flammable atmosphere	Yes	No
Diving Work	Yes	No
Work in an area with movement of powered mobile plant	Yes	No

Job Breakdown:


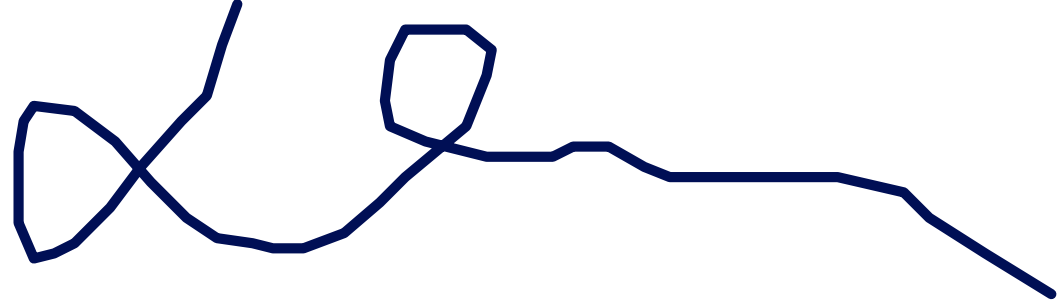
HIERARCHY OF CONTROLS					
Most Effective					Least Effective
Item	Step Description	Potential Hazards	Risk Class	Controls	Residual Risk
1	Enter Site	- Not being familiar with site	13	<ul style="list-style-type: none"> • Review SWMS • Site specific Risk Assessment 	1
2	Inspect work Area	<ul style="list-style-type: none"> • Slips trips 	13	<ul style="list-style-type: none"> • Take care when alighting from vehicle • Ensure clear access and egress 	3
3	Unloading equipment	<ul style="list-style-type: none"> • Fall from vehicle • Trips, slips • Manual handling injury • Strains & sprains 	13	<ul style="list-style-type: none"> • Apply manual handling techniques • Limit unnecessary twisting • For heavy lifting, use team lifting or a lifting machine • Use appropriate PPE 	1
4	Cutting materials	<ul style="list-style-type: none"> • Electrocution • Inhaling dust • Eye injury • Possible hearing injury • Cuts & abrasions 	18	<ul style="list-style-type: none"> • All Electrical tools are Tested & tagged every 3 months • Ensure training in use of power tools • Use appropriate PPE • Keep hands clear of tools 	3

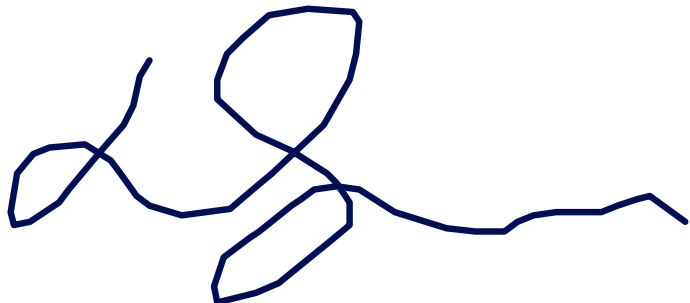
5	Installing door	<ul style="list-style-type: none"> • Manual handling Injury 	13	<ul style="list-style-type: none"> • Apply manual handling techniques: <ul style="list-style-type: none"> • Team Lifting • Levering of door • Use appropriate PPE 	1
6	Fitting the door with battery operated drill & chisel or nail gun	<ul style="list-style-type: none"> • Manual handling Injury: <ul style="list-style-type: none"> • Cuts & abrasions • Injury from nail gun 	13	<ul style="list-style-type: none"> • Ensure all tools are in good working condition <ul style="list-style-type: none"> • Team Lifting • Keep hands clear of drill bit • Handle nail gun with care • Use appropriate PPE 	1
7	Installing architrave and skirting with Electrically powered tools	<ul style="list-style-type: none"> • Electrocution • Cuts/abrasions • Eye injury • Hearing injury • Respiratory injury • Contact with hazardous substances 	13	<ul style="list-style-type: none"> • All Electrical tools are Tested & tagged every 3 months • Ensure all tools are in good working condition and guarded • Training in the use of Electrical tools <ul style="list-style-type: none"> • Use of appropriate PPE • Induction into Safety Data Sheets 	3
8	Use of Air guns for nailing off skirting architraves and skirtings	<ul style="list-style-type: none"> • Cuts/abrasions • Eye injury • Hearing injury • Contact with Hazardous substance 	13	<ul style="list-style-type: none"> • Ensure nail gun is in good working condition <ul style="list-style-type: none"> • Trained in use of Air Gun • Wear appropriate PPE • Induction into Safety Data Sheets 	1
9	Sweeping & Cleaning site	<ul style="list-style-type: none"> • Respiratory injury • Eye injury • Cuts/abrasions • Manual handling Injury 	9	<ul style="list-style-type: none"> • Dust mask • Eye protection • Hand protection • Apply manual handling techniques 	1

10	Re-load truck	<ul style="list-style-type: none"> • Manual handling injury 	13	<ul style="list-style-type: none"> • Clear travel path • Apply manual handling techniques <ul style="list-style-type: none"> • Limit unnecessary twisting • For heavy lifting, use team lifting or a lifting machine • Use appropriate PPE 	1
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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		31st August 2022
James Kidd	Worker		31st August 2022

John Smith	Worker		31st August 2022
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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