

High Pressure Cleaner | SAFE WORK METHOD STATEMENT (SWMS)

TASK OR ACTIVITY: High Pressure Cleaner

Business Name: Coastal Hire And Sales Pty Ltd

ABN: 70114481408

SWMS#

Business Address:

Contact Person:

Phone:

Email:

THIS SAFE WORK METHOD STATEMENT IS APPROVED BY THE PCBU OF THE PROJECT

Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a safe work method statement (SWMS) is prepared before the proposed work starts.

Full Name:

Signature:

Title:

Date:

Details of the person(s) responsible for ensuring implementation, monitoring and compliance of the SWMS as well as reviews and modifications of the SWMS.

Full Name:

Title:

Phone:

ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS SWMS MUST HAVE THE FOLLOWING COMMUNICATED

NAME AND DATED SIGNATURE OF ALL RELEVANT PERSONNEL WHO HAVE BEEN CONSULTED AND COMMUNICATED TO IN THE DEVELOPMENT AND APPROVAL OF THIS SWMS

Safety meetings or toolbox talks will be scheduled in accordance with legislative requirements to first identify any site hazards, secondly to communicate those hazards and then to further take steps to either eliminate or control each hazard.

NAME

SIGNATURE

DATE

If an incident or a near miss occurs, all work must stop immediately. 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.

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CLIENT OR PRINCIPAL CONTRACTOR DETAILS

Client:	SCOPE OF WORKS
Project Name:	Provide a detailed description of the specific work being carried out (otherwise known as a scope of works).
Project Address:	
Project Manager:	
Contact Phone:	
Project Manager Signature:	
Date SWMS supplied to Project Manager:	

ANY HIGH-RISK CONSTRUCTION WORK BEING CARRIED OUT

<input type="checkbox"/> involves a risk of a person falling more than 2 meters.	<input type="checkbox"/> is carried out on or near pressurised gas mains or piping.
<input type="checkbox"/> is carried out on a telecommunication tower.	<input type="checkbox"/> is carried out on or near chemical, fuel or refrigerant lines.
<input type="checkbox"/> involves demolition of an element of a structure that is load-bearing.	<input type="checkbox"/> is carried out on or near energised electrical installations or services.
<input type="checkbox"/> involves demolition of an element related to the physical integrity of a structure.	<input type="checkbox"/> is carried out in an area that may have a contaminated or flammable atmosphere.
<input type="checkbox"/> involves, or is likely to involve, disturbing asbestos.	<input type="checkbox"/> involves tilt-up or precast concrete.
<input type="checkbox"/> involves structural alteration or repair that requires temporary support to prevent collapse.	<input type="checkbox"/> is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor.
<input type="checkbox"/> is carried out in or near a confined space.	<input type="checkbox"/> is carried out in an area of a workplace where there is any movement of powered mobile plant.
<input type="checkbox"/> is carried out in/near a shaft or trench deeper than 1.5m or tunnel involving use of explosives.	<input type="checkbox"/> is carried out in areas with artificial extremes of temperature.
<input type="checkbox"/> is carried out in or near water or other liquid that involves a risk of drowning.	<input type="checkbox"/> involves diving work.

ANY HIGH-RISK MACHINERY OR EQUIPMENT NEARBY

<input type="checkbox"/> Forklift	<input type="checkbox"/> Crane/s	<input type="checkbox"/> Hoist/s	<input type="checkbox"/> Excavator	<input type="checkbox"/> Backhoe/Loader	<input type="checkbox"/> Boom Lift	<input type="checkbox"/> EWP	<input type="checkbox"/> Genie Lift
<input type="checkbox"/> Trencher	<input type="checkbox"/> Drilling Rig	<input type="checkbox"/> Trucks	<input type="checkbox"/> Formwork	<input type="checkbox"/> Bobcat	<input type="checkbox"/> Flammable Gas	<input type="checkbox"/> Fuel	<input type="checkbox"/> Dozer
<input type="checkbox"/> High Voltage	<input type="checkbox"/> Mulcher	<input type="checkbox"/> Tilt-up Panels	<input type="checkbox"/> Roller	<input type="checkbox"/> Scissor Lift	<input type="checkbox"/> Tractor	<input type="checkbox"/> Other -	

RISK MATRIX											
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	HEIRARCHY OF CONTROLS			
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE						
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED				
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.				
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.				
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.				
<p>Notes on Hierarchy of Controls: Elimination methods are the most effective and preferred when controlling a hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the third most effective, while Administrative Controls by changing the work is the fourth most effective method. PPE (Personal Protective Equipment) is the least effective method.</p>											
PERSONAL PROTECTIVE EQUIPMENT (PPE)											
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION	HEARING PROTECTION	EYE PROTECTION	RESPIRATORY PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Select the appropriate PPE above suitable for the equipment used or the job task being performed (if applicable).											
<p>Note: A SWMS must be reviewed regularly to make sure it remains effective. A SWMS must be reviewed (and revised if necessary) if relevant control measures are revised. The review process should be carried out in consultation with workers (including contractors and subcontractors) who may be affected by the operation of the SWMS and their health and safety representatives who represented that work group at the workplace.</p> <p>When a SWMS has been revised, the person conducting a business or undertaking must ensure all:</p> <ol style="list-style-type: none"> persons involved in the work are advised that a revision has been made and how they can access the revised SWMS; 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; and, workers that will be involved in the work are provided with the relevant information and instruction that will assist them to understand and implement the revised SWMS. 											

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, Inadequate PPE	2M	<ul style="list-style-type: none"> - Ensure the work area is clean, clear, and free from any debris or obstructions that could cause slips, trips, or falls. - Inspect the ground for uneven surfaces and address any identified hazards, such as filling in holes, leveling out bumps, or marking off problem areas. - Properly secure all hoses, cords, and equipment before beginning the high-pressure cleaning tasks to eliminate potential trip hazards. - Establish a designated walkway or access path, clearly marked and separated from the work area to minimise the risk of slips, trips, and falls. - Provide adequate lighting throughout the work area to ensure proper visibility. - Require all workers to wear appropriate non-slip footwear and ensure it is well maintained. - Educate employees about proper housekeeping practices, such as maintaining a tidy workspace, removing tools when not in use, and promptly addressing spills or leaks. - Assess the need for personal protective equipment (PPE), such as gloves, eye protection, hearing protection, and waterproof clothing, and provide these items to all workers required to wear them. - Ensure PPE is of the correct size, fit, and type, and demonstrate its proper use to employees through training sessions prior to their operation of the high-pressure cleaner. - Establish a regular inspection and maintenance schedule for PPE to ensure its effectiveness and replace any damaged or expired items immediately. - Encourage open communication among team members so they can report unsafe conditions or concerns about potential hazards. - Train employees on how to recognise hazards and respond appropriately, including reporting incidents, seeking first aid or medical assistance, and following emergency protocols. 	1L	
2. Equipment Inspection	Damaged equipment, Electrical hazards	3H	<ul style="list-style-type: none"> - Conduct a thorough pre-use inspection of the high-pressure cleaner, including checking for any visible damage to hoses, connections, and electrical components. - Ensure that all necessary safety equipment, such as gloves, safety goggles, and hearing protection, are in good condition and readily available for use during operation. - Check that the power cord is free from cuts, abrasions, or other damage and is properly grounded, with no exposed wires or loose connections that could pose an electrical hazard. - Verify that the pressure washer's safety switch and emergency shut-off are functioning correctly before starting the cleaning process. 	1L	

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			<ul style="list-style-type: none"> - Make sure that only trained and authorised personnel operate the high-pressure cleaner and ensure they follow the manufacturer's guidelines at all times. - Keep a fully charged fire extinguisher of the appropriate class (Class E for electrical equipment) nearby during operation to quickly address any potential fire hazards. - Ensure that the high-pressure cleaner is placed on a stable, level surface away from water sources to avoid accidental tipping or electrical hazards. - Regularly inspect and maintain the high-pressure cleaner, including scheduling routine servicing as recommended by the manufacturer, to keep it in optimal working condition and minimise the risk of equipment failure. - Inspect the cleaning area for potential hazards, such as wet or slippery surfaces, and identify any measures needed to make the workspace safer, such as laying down non-slip mats or using caution signs. - Implement a regular testing and tagging programme for electrical equipment, including the high-pressure cleaner, to ensure compliance with relevant workplace health and safety regulations and identify any developing problems early. - Properly store the high-pressure cleaner and its accessories when not in use, coiling cords neatly and putting hoses away securely to prevent accidental damage or exposure to the elements. - Encourage workers to report any issues or concerns related to the high-pressure cleaner immediately, and promptly address them to maintain a safe working environment. 		
3. Setup Work Area	Inadequate work space safety, Unstable surfaces	2M	<ul style="list-style-type: none"> - Ensure that the work area is clearly marked and barricaded to prevent unauthorised access during the high-pressure cleaning process. - Conduct a thorough inspection of the work area before setting up to identify unstable surfaces, potential trip hazards, and other safety risks. - Place appropriate signage around the work area, such as "Caution: High Pressure Cleaning in Progress" or "Restricted Area," to alert others of ongoing activities. - Remove any loose items, debris, or unnecessary equipment from the work area to minimise the risk of trips, slips, and falls. - Provide safe and stable platforms, such as scaffolding or aerial work platforms if needed, to carry out high-pressure cleaning tasks safely and effectively. - Utilise non-slip mats or suitable ground coverings on slippery or uneven surfaces to improve traction and stability. - Set up equipment, hoses, and power cords with care to avoid creating additional trip hazards within the work area. - Inspect all equipment for wear, damage, or other maintenance issues before use, and ensure it is correctly assembled and functioning properly. 	1L	

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			<ul style="list-style-type: none"> - When working at height, install proper fall protection measures, such as guardrails or harnesses, to reduce the risk of injury from falls. - Develop and implement a clear communication plan between team members to stay informed about potential hazards and changes in the work area throughout the project. - Ensure adequate lighting is available, particularly for tasks conducted during evening or night hours, to promote visibility and reduce the risk of accidents. - Train workers on the proper operation of the high-pressure cleaner and the importance of following safety procedures throughout the work process. - Regularly review and update the Safe Work Method Statement (SWMS) based on new hazards identified, changes in legislation, or improvements in equipment and technology. 		
4. Operation of High Pressure Cleaner	Spray contact with skin, eye injuries	3H	<ul style="list-style-type: none"> - Proper training: Ensure that all operators receive comprehensive training on the correct use, maintenance, and safety procedures for operating high pressure cleaners. - Personal Protective Equipment (PPE): Operators must wear appropriate PPE, including safety goggles, gloves, closed-toe shoes, long sleeves, and trousers to minimise exposure to spray and debris. - Eye protection: Always wear safety goggles or face shields to protect eyes from high-pressure spray, flying debris, or harmful chemicals used in the cleaning process. - Safety signage: Display clear warning signs at the work area, alerting everyone about the potential hazards associated with high pressure cleaning operations. - Safe working distance: Establish a safe working distance around the equipment to prevent accidental contact with the high-pressure spray by passers-by. - Proper selection of nozzle: Choose the appropriate nozzle size and type based on the surface material and cleaning requirements to minimise the risk of injuries due to excessive pressure. - Regular equipment inspection: Inspect the high pressure cleaner regularly for any signs of wear or malfunction, such as leaks or damaged hoses, ensuring timely repair or replacement. - Correct handling techniques: Instruct operators to handle the cleaning wand with both hands, directing the spray away from themselves and others to reduce the risk of injury. - Equipment grounding: Ensure the high pressure cleaner is properly grounded to prevent electrocution hazards. - Chemical use and storage: Properly store and handle cleaning chemicals according to the manufacturer's instructions and safety data sheets to prevent skin irritations, inhaling harmful fumes, or damage to equipment. 	2M	

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			<ul style="list-style-type: none"> - Emergency shut-off: Familiarise operators with the location and use of the equipment's emergency shut-off feature to quickly stop the machine in case of an incident. - Breaks and rest periods: Encourage regular breaks and rotation of tasks among workers to prevent fatigue and maintain alertness during high pressure cleaning operations. - First aid and emergency procedures: Clearly communicate first aid and emergency procedures, ensuring that all workers are aware of the nearest eyewash stations, designated evacuation routes, and contact details for emergency services. - Clear communication protocols: Establish a clear communication protocol within the work team to ensure that everyone is aware of any risks or changes in the cleaning process, allowing for preemptive action in case of hazardous situations. 		
5. Water Supply Connection	Leakage, Backflow contamination	3H	<ul style="list-style-type: none"> - Regular inspection and maintenance of hoses and connections to ensure their proper functioning and reduce the risk of leakage. - Use of high-quality, durable hoses and connectors specifically designed for high-pressure cleaner applications to prevent leaks and damage under pressure. - Installation of one-way check valves on water supply lines to prevent backflow contamination and protect the water source from any potential pollution. - Proper training and education provided to workers regarding the correct methods for connecting and disconnecting the water supply, including following manufacturer's guidelines and recommendations. - Regularly monitoring water pressure levels at the supply source to ensure they remain within the recommended safe operating range for the high-pressure cleaner system. - Ensuring only authorised personnel have access to the water supply connection area, minimising the risks related to unauthorised tampering or adjustments. - Posting clear and visible signage in the working area highlighting the designated water supply connection points and emphasising the importance of proper connect/disconnect procedures. - Development and implementation of standard operating procedures (SOPs) for routine inspection and cleaning of supply lines and hoses to avoid buildup of debris that may cause leaks or backflow issues. - Installing and maintaining appropriate backflow prevention devices at all supply line connection points to ensure proper protection against contamination risks. - Utilising equipment such as hose restraints and whip checks to minimise accidental disconnections, resulting in minimised hazards, including injury due to whipping hoses or uncontrolled water flow. 	1L	

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			<ul style="list-style-type: none"> - Establishing an emergency response plan in case of a significant water supply-related incident, including worker training on proper evacuation procedures and communication channels. - Implementation of regular audits and reviews of the high-pressure cleaning work environment, including assessing the effectiveness of control measures and identifying any required improvements. - Encouraging a strong culture of safety within the workplace by fostering open dialogue about potential hazards during team meetings and emphasising the importance of employee involvement in hazard reporting and mitigation. - Immediate reporting of any incidents or issues related to water supply connections to relevant supervisors and management, ensuring the swift implementation of corrective actions as required. 		
6. Chemical Handling	Mishandling, chemical spills, role-specific allergic reactions	3H	<ul style="list-style-type: none"> - Proper Training: Ensure all workers handling chemicals are well-trained in the correct handling, storage, and disposal procedures. - Personal Protective Equipment (PPE): Provide appropriate PPE to all workers handling chemicals, including gloves, safety goggles, and chemical-resistant clothing. - Clear Labelling: Label all chemical containers clearly with their contents and any relevant hazard information. Include a visible warning if a specific allergic reaction can be triggered by the chemical. - Spill Response Plan: Develop and implement a spill response plan that outlines the procedures for containing and cleaning up chemical spills. This plan should include instructions for notifying emergency services if required. - Storage Requirements: Store chemicals according to their specific requirements, including safe distance from heat sources or incompatible chemicals. - Secure Storage: Keep all chemical storage areas locked and access restricted to authorised personnel only. - Regular Inspections: Conduct regular inspections of chemical storage and handling areas to ensure compliance with best practice guidelines and to identify any potential hazards. - First Aid Kits: Ensure all workspaces handling chemicals have fully stocked, easily accessible first aid kits, complete with eyewash stations and other appropriate supplies. - Safe Disposal: Dispose of chemicals in accordance with local regulations and guidelines. Specialised waste facilities may be required for certain chemical types. - Monitoring Exposure: Monitor worker exposure to hazardous chemicals through regular medical checks, air quality testing, and ongoing assessments of the effectiveness of control measures. 	1L	

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7. Spray Wand Use	Incorrect pressure selection, ergonomic issues	2M	<ul style="list-style-type: none"> - Proper Training: Ensure that all operators receive comprehensive training on the correct usage of the high-pressure cleaner, including the appropriate pressure selection and ergonomic handling techniques to reduce risks. - Equipment Inspection: Conduct regular inspections of the spray wand and other equipment to ensure that they are in good working condition without any visible damage or defects that could contribute to a hazard during operation. - Pressure Selection Guidelines: Clearly indicate the appropriate pressure settings for different surfaces and materials in the High-Pressure Cleaner's operating manual. Operators should reference this guide before commencing work. - Break Scheduling: Schedule frequent breaks for operators, allowing them to rest and minimise the strain caused by extended periods of spraying. Encourage stretching exercises during breaks to alleviate muscle fatigue. - Correct Stance: Educate operators on maintaining an upright posture with bent legs and a straight back while using the spray wand. This stance will help distribute body weight evenly, reducing strain on joints and muscles. - Two-handed Operation: Instruct operators to always use both hands when handling the spray wand. This control measure can help maintain better control over the wand, reduce the risk of injury, and prevent accidentally dropping the wand under high pressure. - Spray Wand Maintenance: Ensure that spray wands are regularly serviced to maintain optimal performance, including cleaning nozzles and replacing any worn parts. Maintaining the wand will help ensure consistent pressure output and minimise the risk of injury due to malfunction. - Warning Labels: Apply conspicuous warning labels to the high-pressure cleaner and spray wand, reminding operators of potential hazards and proper usage guidelines, including selecting the correct pressure setting. - Personal Protective Equipment (PPE): Require all operators to wear appropriate PPE while using the high-pressure cleaner, including safety goggles, gloves, sturdy closed-toe footwear, and ear protection. Proper PPE ensures protection from high-pressure water streams and helps operators maintain a comfortable grip on the spray wand. - Report and Document Hazards: Create a system for operators to report any hazards or incidents during spray wand usage. Investigate and address these concerns to continually improve workplace health and safety procedures. 	1L	
8. On-site Hazards	Unsecured heavy material, restricted access/egress, poor housekeeping	2M	<ul style="list-style-type: none"> - Conduct thorough site inspections and hazard assessments before commencing any work with the high pressure cleaner to identify unsecured heavy materials, restricted access/egress points, and poor housekeeping issues. - Ensure all heavy materials present in the work area are properly secured and stored as per manufacturer's guidelines and workplace policies, to prevent any accidental shifting or falling during high pressure cleaning tasks. 	1L	

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			<ul style="list-style-type: none"> - Implement effective traffic management plans, including clear signage and barriers, to restrict access and maintain safe egress routes while using the high pressure cleaner. This may also involve scheduling work during low-traffic periods. - Establish designated areas for equipment storage and waste disposal, ensuring these areas are maintained, well-organised, and easily accessible throughout the duration of the work. - Provide workers with proper training in housekeeping procedures, emphasising the importance of maintaining a clean and well-organised environment to minimise hazards and improve workflow efficiency. - Regularly audit the worksite to ensure that housekeeping standards are maintained, addressing any issues immediately as they arise. - Use appropriate personal protective equipment (PPE) such as safety glasses, gloves, and steel-toed footwear to mitigate potential risks resulting from on-site hazards. - Implement a clear communication system within the work team to raise awareness of impending hazards and coordinate a swift response should any hazardous situation arise. - Ensure that escape routes, emergency exits, and access points are kept clear and free of obstructions at all times. - Develop and maintain a documented emergency action plan, including training staff on how to respond effectively to emergencies involving on-site hazards. - Encourage a culture of safety by promoting open communication and active participation among employees, fostering an understanding of their responsibility to contribute towards identifying and managing on-site hazards effectively. 		
9. Electrical Safety	Faulty wiring, wrong voltage supply	4A	<ul style="list-style-type: none"> - Regular Inspection and Maintenance: Ensure that electrical equipment, wiring, and connections are regularly inspected and maintained by a qualified electrician to identify and fix any faults or damages. - Use of Residual Current Devices (RCDs): Install RCDs in all the circuits supplying high pressure cleaners to provide protection against electrical faults and potential shocks. - Training and Awareness: Provide comprehensive training and awareness to all employees on electrical safety, including how to operate high-pressure cleaners correctly, identify electrical hazards, and report any issues immediately. - Check Voltage Compatibility: Before connecting any high-pressure cleaner to an electrical supply, ensure that it is compatible with the voltage being provided to avoid overloading or damaging the equipment. - Extension Cord Safety: When using extension cords, always choose good-quality ones specifically designed for outdoor usage. Follow manufacturer's recommendations on maximum cable length and load capacity. 	2M	

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			<ul style="list-style-type: none"> - Waterproof Equipment and Connections: Ensure all electrical equipment, including plugs and sockets, are water-resistant or appropriately covered to prevent exposure to water while operating the high-pressure cleaner. - Keep Electrical Components Dry: Avoid handling power tools or electrical components, such as switches or sockets, with wet hands. Keep water-sensitive equipment protected from potential splashes or contact with water during cleaning operations. - Clear and Accessible Work Area: Keep the area around the high-pressure cleaner and its electrical connections free from clutter and obstacles to minimise the risk of trips, falls, or damage to electrical equipment. - Emergency Shut-off Procedure: Establish a clear emergency shut-off procedure for the high-pressure cleaner, and conduct regular drills to ensure all workers can locate and operate the shut-off switch if needed. - Incident Reporting and Investigation: Encourage reporting of any electrical-related incidents or near misses and conduct thorough investigations to identify the root cause and implement corrective actions to prevent recurrence. 		
10. Working at Height	Fall from heights, improper ladder use	3H	<ul style="list-style-type: none"> - Ensuring that all workers are trained in working at height safety, including identifying potential hazards and appropriate control measures. - Implementing a risk assessment for each task requiring working at height, to help determine the safest method of access and equipment needed. - Providing suitable and well-maintained equipment for working at height, such as ladders, scaffolding, or elevated work platforms. - Establishing designated safe zones for high-pressure cleaning activities, clearly marked with signage to warn others of potential hazards. - Regularly inspecting and maintaining ladders to ensure they meet safety standards; this includes checking for any visible defects, securely locking hinge mechanisms, and ensuring rungs are clean and free from slip hazards. - Utilising correct ladder positioning when accessing heights, with the ladder placed at an appropriate angle and secured at both the top and bottom. - Instructing workers to maintain three points of contact on the ladder at all times – two hands and one foot or vice versa. - Limiting the amount of time spent working at height, where possible, to minimise fatigue and risk of falls. - Providing proper personal protective equipment (PPE) for workers, including harnesses, fall arrest systems, and helmets. - Establishing a clear procedure for rescue in case of a fall, with training provided to all workers involved in tasks at height. 	1L	

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			<ul style="list-style-type: none"> - Ensuring that all required permits and permissions are obtained before commencing work at height. - Designating a competent person to oversee and inspect high-pressure cleaning activities and verify that control measures are being adhered to by workers. - Monitoring weather conditions and adjusting work practices accordingly, as windy, wet, or icy conditions can significantly increase the risks associated with working at height. - Promoting a culture of open communication and reporting on-site, encouraging workers to voice their concerns and suggest additional control measures if they feel they are necessary for their safety. 		
11. Noise Exposure	High levels of noise, inadequate hearing protection	2M	<ul style="list-style-type: none"> - Proper Planning: Assess and identify potential noise sources in the work area prior to commencing high pressure cleaning tasks. Consider factors such as equipment specifications, duration of task, and proximity to other workers or sensitive areas. - Substitute with Low Noise Equipment: Where possible, utilise high pressure cleaning equipment that has been designed to generate lower noise levels, or consider alternative cleaning methods that produce less noise while still effectively completing the task. - Implement Noise Barriers: Install temporary noise barriers, acoustic curtains, or enclosures around the high-pressure cleaning work area to reduce overall noise exposure for workers and nearby areas. - Worker Training: Provide appropriate training to workers on how to properly operate the high-pressure cleaner, emphasising techniques that can minimise noise generation. - Proper Hearing Protection: Ensure all workers exposed to high noise levels are provided with suitable personal hearing protection devices (earplugs or earmuffs), which must be worn during the entire cleaning process. - Regular Equipment Maintenance: Conduct regular preventative maintenance and inspections of high-pressure cleaning equipment to ensure it is working optimally and not generating excessive noise due to worn or damaged components. - Limit Duration of Exposure: Schedule breaks and rotate workers assigned to high-pressure cleaning tasks to limit the continuous exposure to high noise levels. - Establish a Safe Working Distance: Clearly mark and enforce a safe working distance from the high-pressure cleaning operations, where noise levels are below hazardous levels. Restrict access to this area for personnel not directly involved in the task. - Monitor Noise Levels: Regularly measure and monitor noise levels during high-pressure cleaning tasks to ensure they remain within acceptable limits. Adjust control measures as needed if noise levels are observed to exceed threshold limits. - Review and Update SWMS: Continuously evaluate the effectiveness of the implemented control measures and update the Safe Work Method Statement 	1L	

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			(SWMS) accordingly to reflect improvements or changes in procedures that help to minimise noise exposures during high pressure cleaning tasks.		
12. Waste Disposal	Unsafe waste disposal practices, cross-contamination	2M	<ul style="list-style-type: none"> - Provide proper training to staff on appropriate waste disposal practices for high-pressure cleaning activities. - Ensure that all waste is properly segregated according to its type, such as chemical waste, solid waste, and so on. - Use clearly labelled bins and containers specifically designated for the various types of waste generated during high-pressure cleaning. - Follow local regulations and guidelines regarding the safe disposal and handling of hazardous waste. - Schedule regular waste collection services to ensure that disposed waste does not accumulate at the workplace. - Consider using environmentally-friendly cleaning solutions and materials to reduce the amount of hazardous waste produced in the cleaning process. - Utilise spill kits or other containment devices to manage any accidental release of chemicals or substances used in the cleaning process. - Store waste in secure, covered containers to prevent contamination from rainwater, pests, or unauthorised access. - Monitor and enforce the proper use of personal protective equipment (PPE) when handling any potentially harmful waste material. - Conduct a risk assessment to identify any potential cross-contamination points and develop control measures to eliminate or minimise these risks. - Implement a cleaning schedule for waste collection areas to maintain cleanliness and promote effective waste management. - Establish protocols for identifying and reporting any unsafe waste disposal practices or incidents, and set out steps for remedial action when necessary. - Communicate with other workers who are involved in the high-pressure cleaning process, ensuring they understand their responsibilities in relation to waste disposal and maintaining a clean work environment. - Support a culture of continuous improvement by encouraging feedback from employees on how to improve waste disposal processes and minimise hazards associated with high-pressure cleaning activities. 	1L	

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 REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES IN ANY STATE THAT ARE NOT APPLICABLE

<p>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</p>	<p>Victoria Occupational Health and Safety Act 2004 Occupational Health and Safety Regulations 2017 Legislation VIC: https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-regulations Codes of Practice VIC: https://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice</p>
<p>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/legislation Codes of Practice NSW: https://www.safework.nsw.gov.au/resource-library/list-of-all-codes-of-practice</p>	<p>Western Australia Work Health and Safety Act 2020 Work Health and Safety Regulations 2022 Legislation Western Australia: https://www.commerce.wa.gov.au/worksafe/legislation Codes of Practice WA: https://www.commerce.wa.gov.au/worksafe/codes-practice</p>
<p>Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011 Work Health and Safety (National Uniform Legislation) Regulations 2011 Legislation NT: https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws Codes of Practice NT: https://worksafe.nt.gov.au/forms-and-resources/codes-of-practice</p>	<p>Safe Work Australia Links Law and Regulation (All States): https://www.safeworkaustralia.gov.au/law-and-regulation Model Codes of Practice: https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice</p>
<p>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/workplaces/codes-of-practice#COPs</p>	<p>Model Codes of Practice</p> <ul style="list-style-type: none"> - 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 - 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 - 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
<p>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</p>	
<p>Details of permits, licenses or access required by regulatory bodies (add or delete as required):</p> <ul style="list-style-type: none"> - Permits from local council - Authorisation to commence 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:		
			Date:		
			Date:		
			Date:		
			Date:		
			Date:		
			Date:		

SAFE WORK METHOD STATEMENT MONITORING AND REVIEW

The SWMS must be reviewed regularly to make sure it remains effective and must be reviewed (and revised if necessary) if relevant control measures are revised. The review process should be carried out in consultation with workers (including contractors and subcontractors) who may be affected by the operation of the SWMS and their health and safety representatives who represented that work group at the workplace.

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	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 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.	<input type="checkbox"/>	<input type="checkbox"/>	
Names and signatures of all relevant personnel consulted during the development of the SWMS.	<input type="checkbox"/>	<input type="checkbox"/>	
Name, signature, position and date signed of the person approving the SWMS.	<input type="checkbox"/>	<input type="checkbox"/>	
Specific personnel and qualifications, experience is noted in the SWMS.	<input type="checkbox"/>	<input type="checkbox"/>	
Provides a step-by-step process of tasks required to carry out the activity or task.	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate risk assessment of any identified hazards has been completed.	<input type="checkbox"/>	<input type="checkbox"/>	
Foreseeable hazards are identified and documented for each step.	<input type="checkbox"/>	<input type="checkbox"/>	
Any hazards listed in any site risk assessments have been added to the SWMS.	<input type="checkbox"/>	<input type="checkbox"/>	
SWMS initial risk (IR) column as well as residual risk (RR) columns completed.	<input type="checkbox"/>	<input type="checkbox"/>	
Check control measures added to the SWMS are the most effective selections.	<input type="checkbox"/>	<input type="checkbox"/>	
Responsible person is assigned and listed on the SWMS for the implementation of control measures.	<input type="checkbox"/>	<input type="checkbox"/>	
Permit requirements specified, such as Hot Work, Electrical Work, Work at Heights etc.	<input type="checkbox"/>	<input type="checkbox"/>	
SWMS identifies plant and equipment to be used.	<input type="checkbox"/>	<input type="checkbox"/>	
Details of inspection checks required for any equipment listed are noted on the SWMS.	<input type="checkbox"/>	<input type="checkbox"/>	
Describes any mandatory qualifications, experience, training or skills required to perform the work.	<input type="checkbox"/>	<input type="checkbox"/>	
Applicable personal protective equipment is selected on the SWMS.	<input type="checkbox"/>	<input type="checkbox"/>	
Lists any required permits or licenses.	<input type="checkbox"/>	<input type="checkbox"/>	
Reflects and documents any legislative references and/or Australian Standards.	<input type="checkbox"/>	<input type="checkbox"/>	
Identifies any hazardous substances used with specific control measures in line with any SDS.	<input type="checkbox"/>	<input type="checkbox"/>	
REVIEWED BY		DATE REVIEWED	
SIGNATURE		DATE COMPLETED	