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SAFE WORK METHOD STATEMENT
CONSTRUCTION OF NOISE WALL

Prepared for

WHS Systems
WHS Policies
Work Method Statement
WHS Consulting

Client:		**Project No:**	**GCC#XXX**
Site Address:		**Date Prepared:**	**DD/MM/YYYY**

All foreseeable WHS and Environmental Hazards and Risks associated with the works must be assessed and allocated controls in this SWMS the Project Risk assessment is to be consulted in the compilation/review of this SWMS. All persons involved in the works must have been consulted in the development and/or modification or revision of this safe work method statement. This SWMS to be reviewed as required when changes in activity, system, design, variation, plant, legislative or company requirement is apparent or minimum every 3 months.

All high-risk activities are to be reviewed minimum monthly.

Personnel Consulted on Development of SWMS:	Craig Simpson Roy Simpson		Ryan Yeo Jackson Gage		James Simpson Leonard Pugh		**Personnel Responsible for Monitoring and Reviewing this Activity:**	Roy Simpson	
Emergency Contact Information	Site Manager: Roy Simpson – 0439 507 979		Head Office: 02 4239 5900				**Personnel Responsible for SWMS implementation:**	Roy Simpson	
SHEWMS Prepared By	Melissa Simpson	**Date Prepared**	15/12/2023	**Reviewed By**	Craig Simpson / Roy Simpson	**Date Reviewed**		**Next Review Date**	
Description of works	Mobilisation, piling, installation of steel posts & noise wall panels, painting & demobilisation								
Legislation, Aust. Standards and Codes of Practice/ Consulted:	Work Health and Safety Act NSW 2011 Work Health and Safety Regulation NSW 2017 Workplace Injury Management and Workers Compensation Act 1998 WHS (Hazardous Manual Tasks) COP Aug 2019 WHS (Managing the Risk of Plant in the Workplace) COP Aug 2019 WHS (Excavation Work) COP Aug 2019 WHS (Construction Work) COP Aug 2019 WHS (First Aid in the Workplace) COP Aug 2019 WHS (Moving Plant on Construction Sites) COP 2004 WHS (Work near Overhead Power Lines) COP 2006				WHS (Managing noise and preventing hearing loss at work) COP Aug 2019 WHS (Managing the risk of falls at workplaces) COP Aug 2019 WHS (How to Manage Work Health and Safety Risks) COP Aug 2019 WHS (Work near Underground Assets - Guide) COP 2007 Australian Standard AS3600 Concrete Structures Australian Standard AS1554 Structural Steel Welding TfNSW QA Specification G22 – OH&S TfNSW QA Specification R53 – Concrete for general works TfNSW QA Specification R271 – Design & Construct Noise Walls All documents listed above are kept at GC Civil Head Office – for a copy, please contact the Administration Manager)				
Risk Assessment reviewed: YES					**This is a High-Risk Construction Activity: YES**				

High Risk Construction Activity (*Work conducted on, near or with risk of:*)

Road, rail or traffic corridor ☒	Risk of Falling >2M ☒	Trench >1.5M or Tunnel ❒	Energised electrical Installation/Service ❒	Pressurised Gas Mains and gas easement ❒	Diving ❒	Risk of Drowning ❒	Tilt Up or Precast Concrete ☒	Structural Alteration with Temp Support ❒
Mobile Plant ☒	Asbestos Disturbance ❒	Demolition ❒	Telecommunication Towers ❒	Chemical, Fuel or Refrigerant Line ❒	Contaminated or Flammable Atmosphere and haz Zone 0 & 1 ❒	Explosives ❒	Confined Space ❒	Artificial Extreme Temperature ❒

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Plant and Equipment Required For this Activity:		**List of SOAs/VOCs Required to Operate Plant & Equipment**
Trucks, vehicles Excavator / bobcat / front end loader Crane Airless spray paint equipment Mark out paint Laser Level Measuring equipment EWP Camlok post lifting grab / clamp	Signs /Cones / bollards Star pegs / sledge hammer Sand bags Barricades Warning tape Rock breakers Long-handled shovels Hand tools Lifting equipment (slings, chains etc.)	Plant Operation - National License To Perform High Risk Work (Crane – CV) Plant Operation - Verification of Competency (VOC) (Bobcat – LS, Excavation – LE) Drivers Licence (Truck/Vehicles) Licence to Perform Dogging EWP Operator Licence Working at Heights
Specific Training Required for this Activity:		
Induction in this SWMS "GCSWMS009 Construction of Noise Wall"	WHS General Construction Induction Card	Excavation permit
PPE:		
Safety Vest – hi visibility Head Protection - Hard Hat (where required) Safety Boots	Eye Protection - Safety Glasses (AS1337) (where required) Hand Protection - Gloves (where required) Hearing Protection – Earmuffs / buds (where required)	Sun-screen, water container, insect repellent hand wash, soap First Aid Kit
Plant and Equipment Inspections & Maintenance Required:		
Daily inspections of all Plant & Equipment using Checklist. Maintain all plant & equipment in accordance with manufacturers Operators & Maintenance Manual and required all maintenance in GC Civil Maintenance Register Smartsheet	Daily inspection of PPE Visual checks daily of safety barricades	Daily inspection of lifting equipment (chains, slings etc.) Monthly test & tag of all electrical equipment
Materials Used:		**MSDS Required:**
Fuel for refuelling Galvanised steel posts Noise Wall panels Concrete	Formwork Acrylic paint coatings Reinforcing steel Landscape materials	Yes – stored in site shed and on electronic SDS register Required on site with materials

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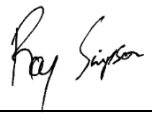
Hierarchy of Control: **Elimination** - *Highest level of Control* → **Substitution** → **Engineering** → **Administration** → **PPE** - *Lowest Level of Control*

NOTE: The above 'Hierarchy of Controls' must be considered and applied as part of the risk assessment process. Where ELIMINATION cannot be reasonably applied then, SUBSTITUTION, ENGINEERING, ADMINISTRATION and PPE can be considered as preferred controls in descending order.

ACCEPTANCE
We hereby accept the controls as detailed in this SWMS and confirm / controls will be implemented and complied with.

Accepted by GC Civil's Representatives:

POSITION [1]	**SIGNATURE**	**DATE**
GCC Senior Management Representative Name: Roy Simpson		16/01/2024

Accepted by Client's Representatives:

POSITION [1]	**SIGNATURE**	**DATE**	**POSITION [1]**	**SIGNATURE**	**DATE**	**POSITION [1]**	**SIGNATURE**	**DATE**
Site Superintendent / Supervisor Name:			Safety Representatives Name:			Engineer Name:		

Notes: [1] All relevant signatures must be obtained prior to the commencement of work. Obtain signatures in the order indicated

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DOCUMENT CHANGE MANAGEMENT

Review No	**01**	**02**	**03**	**04**	**06**	**07**	**08**	**Audit No**	**01**	**02**	**03**	**04**	**06**	**07**
Initial:								**Initial:**						
Date:								**Date:**						

SWMS Amendment Reason/Details	**Change Management Actions (e.g., actions taken to communicate changes)**	**Date**

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Contents

Section 1 – General High-Risk Works 6
Section 2 – Mobilisation / Site Establishment 15
Section 3 – Clearing & Grubbing 16
Section 4 – Survey Set Out 18
Section 5 – Excavation / Pier Boring Works 20
Section 6 – Post Installation & Concrete Works 25
Section 7 – Panel Installation 37
Section 8 – Painting 51
Section 9 – Demobilisation / Disestablishment 53
SWMS Sign-On Sheet 55

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3 = Moderate		3 = Injured, no return to work (LTI)			1 = Negligible effect

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		P X	C =	R		P X	C =	R	
Section 1 – General High-Risk Works									
General									
1.	Manual Handling & Back Injury	3	3	**9**	• Warm up exercises • Use Mechanical Aids. i.e. trolley, pallet jack, vacuum operated lifting device, etc. • Team Lifts: Implement job rotation where practical • Appropriate lifting & bending techniques: Semi squat: Incline your trunk, bend your knees to approximately 90 degrees and lift with your legs, not your back. • Ensure stable footing and suitable balance • Avoid unnecessary twisting. Turn your feet, not your hips or shoulders. • Avoid reaching out. Handle heavy objects close to the body. Park as close to work zone as possible • Avoid lifting with one hand where possible	1	2	**2**	Site Manager / All Workers
2.	Risk of Slips, trips & falls (e.g. uneven ground, falls from vehicle)	3	3	**9**	• Non slip tape below the bottom of doors, front mudguards, steps • Park on Level ground where possible	1	2	**2**	Site Manager / All Workers

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Section 1 – General High-Risk Works									
					• 3 points of contact rule (entering/ exiting trucks) • Good housekeeping on back of trucks • Lace up boots must be worn				
3.	Hit by falling / hanging objects	4	3	**12**	• Wear hard hat as required • Check for overhead wires, structures and branches especially when tipping or craning • Spotter to be in place when tipping or craning • Position platform ladders and working platforms away from vehicular access • Delineate an exclusion zone • Establish a fall zone under the location where work is being undertaken at heights	1	3	**3**	Site Manager / All Workers
4.	Dust / fumes – lung damage	3	4	**12**	• All workers must wear appropriate protective clothing, including dust masks as required. • Water for dust suppression	1	4	**4**	Site Manager / All Workers
5.	Access, egress and property damage	3	5	**15**	• Erect warning signs, barricades and traffic controllers if required • Make sure vehicle is on stable ground • Designate a competent person to direct transport vehicles	1	5	**5**	Site Manager / All Workers

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Section 1 – General High-Risk Works									
					• Check for overhead wires, structures and branches especially when tipping • Spotter to be in place when tipping • Make sure the operator has seen you if you are nearby • Make sure trucks can exit steep or muddy sites when empty • Ensure exclusion zones and barricades are erected				
6.	Moving / Handling Construction Materials	4	3	**12**	• Observe directions stated in site induction	2	3	**6**	Site Manager / All Workers
7.	Sunburn, Insect Bites, Rash	4	1	**4**	• Wear shirt, sunscreen, hat/helmet, sunglasses if required • Apply insect repellent	1	1	1	Site Manager / All Workers
8.	Electricity /tools – electrocution	3	5	**15**	• Train workers in the correct use of the equipment and supervise until they demonstrate they can operate the tool safely • Use tools and fittings to manufacturers recommendations • Ensure guards are in place prior to use • Check generators, motors and/or air compressors are in good working condition	1	5	**5**	Site Manager / All Workers

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Section 1 – General High-Risk Works									
					• Check power cables are tested and tagged and are in good condition, especially power / ext. cords, repair or replace as required • Use Earth Leakage Circuit Breaker (ELCB) or Residual Current Device (RCD) to prevent electrocution				
9.	Bodily Injury to Eye, Ear, Limb	3	2	**6**	• Before use, ensure all tools have manufacturer's guards installed and correctly operating. These guards shall not be removed or modified • All cutting blades shall be inspected prior to use to ensure they are sharp and free of damage	1	2	**2**	Site Manager / All Workers
Plant Interaction									
10.	Traffic and moving plant – impact and crushing injuries	5	5	**25**	• Ensure clear delineation and exclusion zones are established to delineate zones for workers on foot from moving plant • Maintain Positive communication with driver or plant operator • Provide clear access for vehicles to enter, exit and move on site • Follow VMP	1	5	**5**	Site Manager / All Workers

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Section 1 – General High-Risk Works									
					• Make sure transport vehicle is on stable ground • Designate a competent person /spotter to direct transport vehicles • Make sure trucks can exit steep or muddy sites when empty • Never stand on the downhill side or directly behind a moving or unloading truck • Keep clear of the load gate when releasing the pin • All mobile plant operators to hold the operate tickets, VOC, certificates for that plant • Adhere to manufacturers operating manual when using plant • Position platform ladders and working platforms away from vehicular access • Keep hair, jewellery, and loose clothing etc. away from moving parts • All workers and operator to observe movements of others when working near traffic and moving plant				
11.	Plant Overturn (i.e. soft ground / ground collapse)	2	5	**10**	• Ensure vehicle / truck is parked on flat, level ground	1	5	**5**	Plant Operator / All Workers

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Section 1 – General High-Risk Works									
					• Ensure locking pins of loading ramps are housed in appropriate hole on the deck of the truck or plant trailer • SWL to be clearly displayed on loading ramps. • Ensure the machine weight including any buckets or attachments fitted is less than the SWL of the loading ramps • Ensure there is an escape zone around plant operation. • All operators shall be appropriately licensed and ticketed and shall display competency in the operation of the crane / plant, • Assess and estimate the load of any item to be lifted, prior to lifting • All lifting equipment (i.e. Cranes, excavators, skid steer loaders) to be clearly marked with SWL and contain a manual outlining detailed lifting tables • Working platform certified prior to work commencing				

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Section 1 – General High-Risk Works									
12.	Collision of plant with Personnel Causing Injury or Death	4	5	**20**	• Ensure clear delineation and exclusion zones are established to delineate zones for workers on foot from moving plant • Ensure operator is adequately trained and holds correct plant operation ticket • Follow VMP • Use of spotter • Positioning of spotter and positive communication • Details in Pre-start where materials are stored • Ensure all tools are stored correctly when not in use • Keep fingers away from pinch points and crush zones	1	5	**5**	Site Manager / All Workers
13.	Incompetent Operators	2	3	**6**	• All operators shall be appropriately licensed and ticketed and shall display competency in the operation of the crane / plant, • Pre starts to be completed prior to operating	1	3	**3**	Site Manager / All Workers
Hazardous substances and chemicals (e.g. Fuel, spot marker spray paint cans)									

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Section 1 – General High-Risk Works									
14.	Poisonous and flammable gases, Skin irritation, burns, illness, permanent disability and in extreme cases death	5	5	**25**	• Wear gloves if required or as specified by SDS • Make sure workers are trained in correct use of any hazardous substances and chemicals if used • Ensure all hazardous substances and chemicals are correctly stored in a designated storage area • Make sure workers follow the manufacturer's recommendations on label and Safety Data Sheet (SDS) • Make sure suitable first aid and a spill kits are available • Make sure workers do not smoke or use any ignition sources near dry grass, combustible gases, or liquids • Wash hands after use and before eating, smoking, or using toilet	1	5	**5**	Site Manager / All Workers
Environmental Control									
15.	Damage to environment	4	5	**20**	• Ensure all refueling of plant and equipment does not take place within 50m of any watercourse • Ensure all refueling of equipment (generators) takes place in designated	1	5	**5**	Site Manager / All Personnel

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Section 1 – General High-Risk Works									
					areas only after equipment has cooled down • Ensure spill kit is present on site prior to refueling • Ensure that all hydrocarbon and chemical spills are reported to Supervisor and Environmental Team. • Ensure all spills are responded to as per spill response procedures • Ensure all contaminated material is disposed of in the correct contaminated material bin • Concrete washouts to be sized appropriately and cleaned up prior to forecast inclement weather • Spill kits should be kept at work location ○ Spill Procedure: Communicate to supervisor, Consider the risk, Cease the flow, Contain, Clean up, Conclude incident report				

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SAFE WORK METHOD STATEMENT
CONSTRUCTION OF NOISE WALL

Prepared for

Client:		**Project No:**	**GCC#XXX**
Site Address:		**Date Prepared:**	**DD/MM/YYYY**

Probability:		**Safety Consequence:**		**Environmental Consequences:**	
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3 = Moderate		3 = Injured, no return to work (LTI)			1 = Negligible effect

1- 6 Acceptable 7 - 12 Acceptable with strict Control Measures or Short Duration 13 - 25 UNACCEPTABLE

ITEM No.	POTENTIAL SAFETY AND ENVIRONMENTAL HAZARDS (what can go wrong)	Initial Risk Rating			Control Measures	Residual Risk Rating			PERSON RESPONSIBLE (to ensure management method is applied)
		P X	C =	R		P X	C =	R	
Section 2 – Mobilisation / Site Establishment									
Site induction / Pre-start, Site Establishment (Loading/unloading vehicles, planning & preparation, Use of Portable Power Tools); Set up, establishment, maintenance and disestablishment of Traffic Control									
16.	Unsuitable TCP, pedestrians & vehicle movement through works area	5	4	20	• Implementation of suitable TCP, ROLs, adherence to TfNSW Standards and Specifications and licenced and qualified traffic controllers	2	4	8	Traffic Control Contractor
17.	Misunderstanding tasks Not aware of site requirements	3	2	**6**	• Complete Induction • All workers to attend Pre- start daily • All SWMS to be approved, understood and signed	1	2	**2**	Site Manager / All Workers
18.	Interaction with Live Traffic	4	5	**20**	• No worker to be nearer than 1.2m to traffic travelling faster than 60km/hr • Implementation of suitable TCP / VMP • Traffic control by qualified traffic controllers	2	5	**10**	Site Manager / All Workers
19.	Vehicle Movement	3	5	**15**	• Reversing alarms • Use of a guide / spotter to assist truck driver • Site induction Site VMP to be complied with	1	5	**5**	Site Manager / All Workers
20.	Personnel unfamiliar with WHS requirements or site-specific hazards and thus a threat to themselves and others	3	2	**6**	• Attend site specific safety induction • Attend daily site pre-start meetings • Inform emergency procedures and contacts, site specific safe work plans	1	2	**2**	Site Manager

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Section 3 – Clearing & Grubbing									
Grass Slashing									
1.	Airborne Projectiles	4	3	**12**	• Ensure guards are fitted to slashers, mowers and brush cutters • Use nylon cord on brush cutters rather than steel blades • All workers to wear appropriate PPE as required by task	1	2	**2**	Site Foreman
2.	Trips & falls	4	3	**12**	• Personnel wear appropriate safety footwear • Inspect area to be slashed prior to slashing, for trip hazards, stumps, rocks undulations, etc	1	3	**3**	Site Foreman
Tree Felling/Shrub Pruning									
3.	Strike by object	3	5	**15**	• Delineate an exclusion zone • Use spotter • Experienced & competent personnel to undertake tree felling • Undertake a 'Toolbox Talk' Plan before felling each major branch or tree	2	3	**6**	Construction Manager

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					• All workers to wear appropriate PPE as required by task				
4.	Injury to limb	2	4	**8**	• Ensure guards are fitted to chainsaws, brush cutters, etc • Appropriate training of personnel in use of chainsaw • All workers to wear appropriate PPE as required by task	1	3	**3**	Site Foreman
Stump Grinding/ Branch Chipping									
5.	Manual Handling	4	3	**12**	• As per Item 1	2	2	**4**	Site Foreman
6.	Injury to limb	2	4	**8**	• Ensure guards are fitted to chippers and stump grinders & ensure safety stop bars are operative	2	3	**6**	Site Foreman
Scrub clearing with excavator									
7.	Strike by Moving Plant	3	4	**12**	• As per Item 10	1	4	**4**	Site Foreman / Plant Operator
Application of Herbicide / Poisoning									
8.	Hazardous poisons material	2	4	**8**	• As per Item 14	1	4	**4**	Site Foreman / Applicator

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Section 4 – Survey Set Out									
Plot survey on the existing noise wall to be dismantled, set out survey on the proposed alignment of the new noise wall. Undertake Works as Executed survey upon practical completion of the works									
21.	Opening / Survey of Pits / Manholes	4	4	**16**	• Use lifting equipment (e.g. Gatic Lifters / rolling pipe) to remove the lid • Wear safety vest / appropriate footwear / gloves • Obtain Entry Permit if required • If entry to occur, ensure qualified personnel have confined space training, emergency management plan and rescue plan is in place	2	2	**4**	Site Foreman / Survey Party Leader
22.	Injury from Thick Bush / Scrub	3	2	**6**	• Walk around if possible • Use gloves, safety glasses, steel capped boots, hat, overalls, as appropriate • Inspect ahead for holes / washout / embankments / fallen trees etc. • Maintain visual contact between survey party members	2	1	**2**	Survey Party Leader
23.	Tip / Fall / Sprain from Rough Terrain	5	3	**15**	• Observe 'No Go Zones' • Walk around if possible • Use gloves, steel capped boots, helmets as appropriate • Inspect ahead for holes / washouts / embankments etc.	2	1	**2**	Survey Party Leader

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					• Maintain visual contact between survey party members				
24.	Trip over Survey pegs / stakes	5	1	**5**	• Use painted survey pegs & stakes • Use bright coloured flagging tape tied to stakes	1	2	**2**	Survey Party Leader
25.	Over strain	4	3	**12**	• Personnel trained in technique of hammering in pegs & stakes	1	2	**2**	Survey Party Leader

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Section 5 – Excavation / Pier Boring Works									
Pier Boring, Positioning of Excavator for Drilling, Drilling of Pier Hole Using Excavator with Auger									
26.	Risk of Hitting Existing Underground Service / Electrocution Example: Note: There is a bank of HV electrical conduits running parallel to the proposed noise wall alignment with a separation distance of less than 1m. Refer to Section below.	3	5	**15**	• Check for underground services – Dial Before You Dig (DBYD) 1100 and note the service location, type, depth and any restrictions that apply; • Liaise / Obtain any appropriate approvals from the Service providers / asset holder • Locate services in vicinity of works by pot holing, service locator, etc. • No mechanical digging within 500mm of a known service (or as stated by the asset owner) • Vacuum excavation / NDD used to locate HV conduit at regular intervals and mark location and depth with stakes at these locations • All piling and excavation works to be performed under the supervision of an Energy Australia inspector • Use non-conductive insulated tools around electrical services (NDD) • Make sure that no conductive objects are in contact with or are likely to	1	5	**5**	Site Manager / Plant Operator / All Workers

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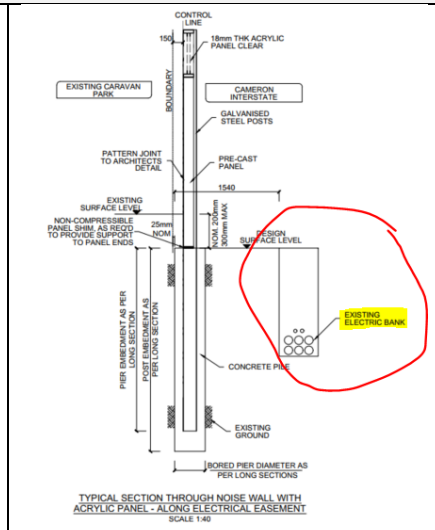
Pier Boring, Positioning of Excavator for Drilling, Drilling of Pier Hole Using Excavator with Auger									
	 TYPICAL SECTION THROUGH NOISE WALL WITH ACRYLIC PANEL - ALONG ELECTRICAL EASEMENT SCALE 1:40				come in contact with any live conductors; and • Hand excavate/ NDD if exact location of services is unknown. • Spotters to be alert and notify operator of any unexpected finds or services • Use spotter while using excavator to look for utility protection markers • No tooth buckets to be used around known services • Excavation permit for ground disturbance • Refer to page 31-33 of SafeWork Work near Underground Assets guide (Scan QR code)				

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					https://www.safework.nsw.gov.au/__data/assets/pdf_file/0009/54378/SW08773-Work-near-underground-assets-guide.pdf				
27.	Personnel in machine swing zone, e.g. being struck by swinging arm of machine while machine is moving	3	5	**15**	• Exclusion zone to be erected around excavation as determined by the swing zone of the excavator. The separation between workers and the excavator will be delineated by signage and a physical barrier such as flagging and/or barrier fence. • Positive communications to be maintained at all times between operator and spotters/workers on foot (visual and verbal or UHF) • Spotter to be in place when Machine is Operating • Ascertain the radius of swing of excavation arm and remain outside this "Swing Zone" while the machine is operating • Personnel to remain outside of Plant Operating Zone unless required and trained to do so	1	5	**5**	Plant Operator / Spotter / Site Manager / All Workers

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Section 5 – Excavation / Pier Boring Works									
Pier Boring, Positioning of Excavator for Drilling, Drilling of Pier Hole Using Excavator with Auger									
28.	Fall into Trenches / Excavations / Piers	4	4	**16**	• A fall is classified from one level to another – Fall Prevention must be in place (e.g., Barricade, solid hole cover, restrictive bars/rods/rails placed across the hole opening to prevent personnel access • Program pier boring works to not require covering and if not possible keep pier covered with plywood board or long timbers (e.g. "post install timbers") spanning the pier hole, and held down with star pickets at all times where possible. (see picture below)  • Markings on ply board covers / timbers to indicate excavation beneath	1	4	**4**	Site Manager / All Workers

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					• No pier holes will be left open overnight and will be held down with star pickets when no one is on site to ensure safety of all workers and public • Don't allow excavated spoil to be placed close to the edge of excavation. The distance from the edge to toe of stockpile should not be less than 1m.				
29.	Unexpected Asbestos Finds	2	4	8	• Asbestos finds are not anticipated on this site. However, if we encounter unexpected asbestos finds, stop work. We will notify the Site Supervisor who will escalate as per their Procedure. We will receive instruction back from the client as to how to proceed. • The works area will be delineated, and appropriate signage erected to create an exclusion zone.	1	4	4	Site Manager / All Workers

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Section 6 – Post Installation & Concrete Works									
Post Installation (Including Level, Build and Survey Post Support Pad, Transport Reo & Steel Posts from Stockpile to Work Area. Crane Reo & Steel Posts into Pier Hole) & Concrete Works around posts									
30.	Sharp - edges and ends	3	1	**3**	• Wear gloves at all times when handling steel work • Where possible and it will not affect any finished coating or surface, paint the ends and edges of steel work with bright coloured paint. • Use caps to cover sharp ends	2	1	**2**	Site Manager / All Workers
31.	Plant Overturn	5	5	**25**	• All operators shall be appropriately licensed and ticketed and shall display competency in the operation of the crane / plant, • Pre starts to be completed prior to operating • Assess and estimate the load of any item to be lifted, prior to lifting • All lifting equipment (i.e. Cranes, excavators, skid steer loaders) to be clearly marked with SWL and contain a manual outlining detailed lifting tables • Working platform certified prior to work commencing	1	5	**5**	Plant Operator
32.	Lifting Equipment Failure	2	5	**10**	• All lifting points and devices including nylon slings, chains, shackles, hooks,	**1**	**5**	**5**	Plant Operator / All Workers

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					special lifting points, etc. shall be clearly marked with SWL • Inspect all items to ensure test & tag is in date and check for wear and tear, ensuring all are in good condition, not exceeding statuary wear regulations prior to every use • Do not stand beneath any lifted load • Dogman to inspect lifting equipment				
33.	Incorrect use of lifting equipment	3	5	**15**	• Use correct grab for materials • Inspect lifting device for damage prior to use • Inspect condition of material prior to lifting • Wear hard hat as required • Lift with even, smooth, slow motions and avoid sudden movement stops/starts • Ensure device is secure before lifting	**1**	**5**	**5**	Site Manager / All Workers
34.	Incorrect use of Camlok lifting device / not engaging and locking the Camlok	2	5	**10**	Procedure of how to use the Camlock device. • Before commencing any lift:	**1**	**5**	**5**	Site Manager / All Workers

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Post Installation (Including Level, Build and Survey Post Support Pad, Transport Reo & Steel Posts from Stockpile to Work Area. Crane Reo & Steel Posts into Pier Hole) & Concrete Works around posts									
					1. Ensure dogman is competent in use of the Camlok clamp 2. Ensure safety chain is always engaged where possible 3. Give the Camlock clamp a firm tug, to ensure the locking pin is properly engaged through the lifting hole in the beam (and its not just a false engagement) , 4. Reach down under the clamp and feel with fingers to ensure the locking pin is engaged in the back/bottom edge of the clamp 5. Visually check that the lock arm is flush with the clamp edges (not sticking out/proud) Refer to photos below. 6. Refer to Camlok manufacturers operating instructions				

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1- 6 Acceptable 7 - 12 Acceptable with strict Control Measures or Short Duration 13 - 25 UNACCEPTABLE

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					• the Camlok grab has ground controls to release the post once set Picture of Camlok post lifting grab  Picture of Camlok post lifting clamp 				

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					Photo showing steel beam with lifting hole, and Camlock positioned beside the hole in the UNLOCKED position. The round locking pin MUST be engaged through the lifting hole in the beam, and the lock lever arm MUST be flush with the clamp edges when closed. 				

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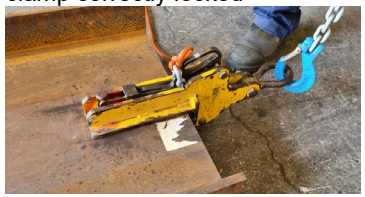
					Picture of clamp not locked / incorrect.  *Photo showing Camlock <u>correctly</u> installed, the locking pin is engaged through the lifting hole in the beam, and the lock lever arm is flush with clamp edges.* Picture of clamp correctly locked  *Photo showing Camlock INCORRECT installed, and the locking pin is NOT engaged through the lifting hole in the*				

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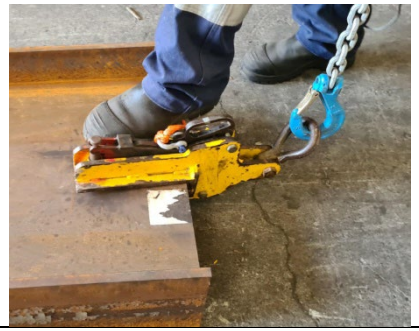
					beam, the lock lever arm is NOT flush with the clamp, the clamp may appear closed but is UNLOCKED – DO NOT USE: 				
35.	Incorrect use or entanglement of release rope on Camlok lifter	2	5	**10**	• Procedure to contain the safeguard for controlling the release rope- for this: 1. Ensure release rope is in good working order, not frayed or damaged 2. Attach a shackle to the unlock lever, and tie the rope to the a shackle (do not tie the rope directly to the unlock lever)	**1**	**5**	**5**	Site Manager / All Workers

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					3. Ensure release rope is no longer than the beam length being lifted (shorten as required by temporarily tying the rope up on itself, to ensure it does not drag or catch along the ground) 4. Prior to lifting beam, the release rope is to be laid out along the length of the beam web, to ensure when beam is lifted that it remains on same side of the clamp as the unlock lever 5. Dogman shall unlock only after the post is secured onto the anchor bolts, and the crane lift weight has been released. • When unlocking, ensure rope is at an angle (ideally 45 degrees) to the beam, and give a sudden pull down on the release rope. The Camlok clamp will unlock with a large 'click' sound, and it will become visibly free.				
36.	Slipping of Lifting Chain/Sling on Steel Post	4	4	**16**	• Dogman to choke chain/sling back through one hook/eye and;	**2**	**4**	**8**	Site Manager / All Workers

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					• Ensure choke is as tight as possible, by hitting the chain/sling with a round steel bar as the load is slowly lifted • Place a bar through the post, above the lifting point, where there are holes provided in the post web or flange				
37.	Overhead Utilities	4	5	**20**	• Prior to commencing the lift; 1. Inspect the work area for all overhead utilities, identify and plan into any lifting operation. 2. Have power isolated if possible 3. Visually assess and estimate the closest distance the crane will come to the overhead utility during the lift 4. Employ a spotter if the operator does not have a clear view of the overhead utility during the lift 5. If working within 6m of overhead services, permit is required 6. Spotter to be used at all times around services	2	5	**10**	Site Manager / All Workers

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					7. Signage boards are to be attached to overhead power poles with a marked distance to overhead lines 8. Refer to page 25 – 26 of SafeWork NSW Working near Overhead Powerlines COP (Scan QR code for access) https://www.safework.nsw.gov.au/__data/assets/pdf_file/0020/52832/Work-near-overhead-power-lines-code-of-practice.pdf				
38.	Struck by lifted object or swinging arm/hook of crane/plant	4	5	**20**	• Wear hard hats and safety vest • Ascertain the radius of swing of the crane hook or excavator arm and remain outside this 'Swing Zone' while the machine is operating	2	5	**10**	Site Manager / All Workers

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					• Delineate and communicate an exclusion zone • Maintain eye contact with machine operator at all times • Safety isolation switches shall not be overridden, modified or removed • Clearly signal intention to move into 'Swing Zone' of crane/machine and receive acknowledgement of this from machine/crane operator before entering this zone • While working in 'Swing Zone', crane/machine to cease operation with hook resting on ground or suspended in a stationary position.				
39.	Manual handling injuries when discharging and placing concrete	3	3	**9**	• Use Correct Bending and Lifting Techniques while Vibrating and Finishing Concrete • Exclusion zones • Positive comms with truck driver at all times	1	3	**3**	Site Manager / Concreting Team
40.	Contact of concrete with skin and eyes	4	3	**12**	• Wash all concrete from skin immediately with water	2	3	**6**	Site Manager / Concreting Team

SAFE WORK METHOD STATEMENT
CONSTRUCTION OF NOISE WALL

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41.	Concrete wash out	3	3	**9**	• Wash all concrete from skin immediately with water • Washout in approved bunded area	1	3	**3**	Site Manager / Concreting Team

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Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
42.	Cutting of panels (as required to suit custom make-up lengths)	4	4	**16**	• Plan the cutting operation, particularly the support of the item and offcut • wear appropriate PPE including Hearing, eye & dust (P2 mask) protection. • Crystalline Silica dust is present in cement and concrete based products. It can cause significant health effects such as silicosis, lung cancer and kidney disease. • Use water dust suppression (wet-cut) during operation of the saw (where applicable) • Carry out cutting in a well ventilated area. • Wear appropriate respiratory protection (min. dust P2 /N95 mask) • Ensure safety guards on the saw are in place. • Operate saw in accordance with manufacturers instructions • Ensure operators is competent in the use of the saw, and maintains good posture and sturdy footing	2	4	**8**	Site Manager / All Workers

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Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					• Operators should position themselves appropriate position when using saw. • Assistants should stand away from and to the side of the blade when in use Kickback can be caused by using the upper part of the cutting blade or when a cut is interrupted. It also can happen when putting the blade back into a cut that's already been started. If you must do that, make sure the blade is spinning at top speed before continuing the cut. • Do not force or bind blade in slot being sawed • Check saw blade is sharp and in good working order • Check saw for any damage – if damage is evident, tag out of use and Report to supervisor • If using a petrol saw, when refuelling: • Switch off and let the engine cool down before refuelling. • Do not fill fuel tank or remove fuel cap while engine is running.				

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Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					• Do not refuel motor in a unventilated area • Exercise care not to spill fuel onto motor. If a spill occurs clean and dry the engine immediately  • If using an electric saw: • Check saw and electrical lead is in good condition and tagged • Only use power from a RCD protected source				

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43.	Unplanned lifting resulting in crane /plant overturn	4	5	**20**	• Undertake a Lift Study before lifting • All operators shall be appropriately licensed and ticketed and shall display competency in the operation of the crane / plant, • Pre starts to be completed prior to operating • Assess and estimate the load of any item to be lifted, prior to lifting • All lifting equipment (i.e. Cranes, excavators, skid steer loaders) to be clearly marked with SWL and contain	1	5	**5**	Crane operator / Site Manager

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Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					a manual outlining detailed lifting tables • Working platform certified prior to work commencing				
44.	Personnel unaware of lift methodology	3	4	**12**	• All site personnel are inducted into the lift study, methodology & SWMS.	2	4	**8**	Site Manager
45.	Incorrect crane /plant setup	4	5	**20**	• Crane operator to setup crane as per the Operation Manual	1	5	**5**	Crane operator / Site Manager
46.	Risk of fall - Access to Panel Lifting points on delivery truck	3	5	**15**	• Use hook ladder to access Panel lifting points on precast delivery truck • Always maintain three points of contact while on the ladder • Ensure ladder is setup at a 1:4 angle, on firm and stable ground Pictures of Hook Ladder	1	5	**5**	Site Manager

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47.	Incorrect use of Panel lifting grab	3	5	**15**	• Inspect Panel lifting grab daily for any damage before use	1	5	**5**	Crane operator / Dogman

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3 = Moderate		3 = Injured, no return to work (LTI)			1 = Negligible effect

1- 6 Acceptable 7 - 12 Acceptable with strict Control Measures or Short Duration 13 - 25 UNACCEPTABLE

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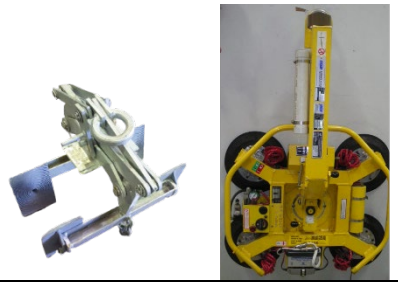
		P X	C =	R		P X	C =	R	
Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					• Use correct lifting grab to suit the correct panel thickness and panel type (Hebel, Composite, Acrylic) • The panel lifting grab to be test & tagged certified • Ensure panel lifting grab is securely engaged before lifting the panel Picture of Panel Lifting Grab & vacuum lifter 				
48.	Incorrect use of Precast Panel Lifting clutch	3	5	**15**	• Inspect clutches daily for any damage before use • Use correct clutches to suit the lifting anchor size (1.5T, 3T, 5T etc) and type (E.g., Swift Lift, Reid 3DX85, etc.)	1	5	**5**	Crane subcontractor / Site Manager

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Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					• Inspect lifting anchors in panel prior to lifting, check for any damage / debris in the recess • The panel lifting clutch and chains to be test & tagged certified • Lifting anchors to be certified by the lifting anchor supplier • Ensure panel has achieved required minimum concrete strength prior to lifting • Ensure clutch is securely engaged before lifting the panel Picture of Lifting Clutch 				
49.	Panels swing/sway during craneage and hit other objects	4	3	**12**	• Attach tag line to all panels before lifting • Establish exclusion zones around • Establish a fall zone under the location where work is being undertaken	2	3	**6**	Site Manager / Dogman

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Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					• Hard hats to be worn at all times • Do not place limbs between panels when guiding into position use metal tools or equivalent to avoid pinch points				
50.	Access to fixing points during panel installation – fall from heights (Scissor Lift / EWP)	3	4	**12**	• Use either a platform ladder, EWP or mobile scaffold to access the fixing points • Working at heights training • VOC personnel into safe use of EWP • Platform ladders / EWP / scaffold must be on firm, even ground or adjustable feet must be used for uneven ground services • Where ground conditions are unsuitable for use of a Scissor Lift / EWP, use either portable scaffold or platform ladders	1	4	**4**	Site Manager

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Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					Picture of platform ladder/ portable scaffold  • Where site ground conditions are difficult with undulating terrain, consider the use of a tracked self-levelling scissor lift (E.g., Preston Superelvate850) Picture of a tracked self-levelling scissor lift 				
51.	Access to fixing points during panel installation using Hanging Work Platform – fall from heights	3	4	**12**	• Use Hanging Work Platform to access the fixing points	1	4	**4**	Site Manager

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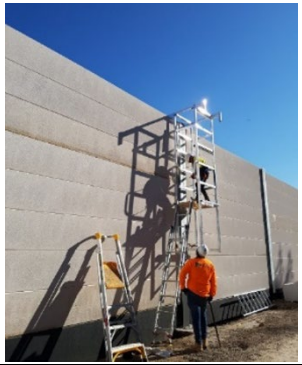
Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					• Safety barrier must be closed and secured whilst personnel are in the platform • Check that the Hanging Work Platform is correctly placed in it's designed and secured location • Test load the platform • Access ladder must be fitted correctly to the platform and adjustable ladder feet must be used for uneven ground services 				

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Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
52.	Panel Slip from Lifting Grab	2	4	**8**	• Inspect grab daily for any damage, loose bolts, etc. before use • Use correct grab for specific panel i.e. gravity self-clamping grab. • Inspect panel condition prior to lifting • Ensure grab is securely shut before lifting the panel • Wear hard hat/safety head-gear • Do not walk under the panel while being lifted into position • Lift the Panel with even, smooth, slow motions and avoid sudden movement stops/starts • Do not allow the Panel to rest on any object so as to ensure the grab is lifting the full weight of the Panel at all times • Ensure safety chain is always engaged	1	4	**4**	Operator / Worker / Manager
53.	Other Workers Onsite	3	3	**9**	• Setup exclusion zones using barricades, bunting, signs to warn people of craneage hazard • Communicate exclusion zones and hazards to other teams working onsite	2	3	**6**	Site Manager

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Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
54.	Dropping Materials & Tools Below	3	3	**9**	• Ensure personnel are out of drop zone of materials or tools at all times • Tie tools, materials off to prevent fall. • Never throw tools or materials	2	3	**6**	Site Manager / All Workers
55.	Struck by lifted object or swinging arm/hook of Crane/Excavator/plant	4	4	**16**	• Wear hard hats and safety vest • Ascertain the radius of swing of the • Taglines to be attached to all panels before lifting (16mm natural fibre rope) • Crane/Excavator hook or excavator arm and remain outside this 'Swing Zone' while the machine is operating • Maintain eye contact with machine operator at all times • Safety isolation switches shall not be overridden, modified or removed • Clearly signal intention to move into 'Swing Zone' of Crane/ Excavator/ machine and receive acknowledgement of this from machine/ Crane/ Excavator operator before entering this zone • While working in 'Swing Zone', Crane/ Excavator/ machine to cease	2	4	**8**	Site Manager / All Workers

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Section 7 – Panel Installation									
Installation of Noise Wall panels (Working at Heights including: Secure Work Area, Personnel working at a height, Materials & Tools)									
					operation with hook resting on ground, or suspended in a stationary position. • While working in "Swing Zone" have a pre-determined procedure of machine movement's versus personal working position so that machine does not swing within that work area. • Have a pre-determined escape route.				

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Section 8 – Painting									
Paint Application (Surface Preparation including pressure cleaning if required, patching, removal of loose particles on panel surface. Application of paint coatings using compressed air / electronic powered airless spray equipment)									
56.	Hazardous Materials	3	3	**9**	• Obtain SDS for each hazardous material and keep on site • Hazardous materials to be stored correctly in designated storage area • All workers to wear appropriate PPE as per SDS	1	3	**3**	Site Manager / All Workers
57.	Working with High Pressure Equipment and Compressed Air	3	4	**12**	• Read Operator Manual prior to use and follow manufacturers safety recommendations • Only competent, experienced personnel shall operate pressurized equipment. Any personnel under training, shall be under the direct supervision of a competent, experienced operator • Inspect all equipment and hoses for damage, cuts and leaks daily prior to use. Do not use damaged, cut or leaking hoses or equipment • Never point/direct compressed air/spray nozzle at your body, face or at any one else • Ensure all fittings and hose connections contain the correct	2	4	**8**	Site Manager / All Workers

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Paint Application (Surface Preparation including pressure cleaning if required, patching, removal of loose particles on panel surface. Application of paint coatings using compressed air / electronic powered airless spray equipment)									
					seals/O-rings, are housed properly and are firmly fastened/locked				
58.	Working at Heights	3	5	**15**	• Use paint pole for painting if possible • Platform ladder / EWP shall be used in accordance with SafeWork regulations • All operators to be appropriately ticketed. • Tie off all Ladders and use a person to hold the ladder • Where possible, use an elevated work platform in lieu of ladders/ scaffold/ trestles • No skylarking or tomfoolery while operating elevated work platforms • Where scaffolding is used, all scaffolding must be installed by licenced installer and inspected as per manufacturers recommendations	1	5	**5**	Site Manager

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Section 9 – Demobilisation / Disestablishment									
Disestablishment Works									
59.	Risk of Slips, trips & falls (e.g. uneven ground, falls from vehicle)	3	4	**12**	• Refer to Item 10 of General High Risk Works	1	4	**4**	Site Manager
Vehicles exiting site									
60.	Damage to personal / plant and environment	3	5	**15**	• Follow VMP • Positive comms	1	5	**5**	Site Manager / All Personnel
61.	Vehicle/Truck Movements	4	5	**20**	• Reversing alarms • Follow VMP • Appropriate drivers licences • Use of a guide to assist driver	1	5	**5**	Site Manager

Note: All incidents are to be reported to Roy Simpson (GCC) 0439 504 979 and Client immediately.

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Risk Assessment Reckoner	**Probability (P)** – How Likely is it to happen)					**Risk Rating (R)**
Consequence (C) - How bad is it likely to be?	++ Very Likely Could happen at any time **5**	+ Likely Could happen at some time **4**	Possible Could happen **3**	- Unlikely Could happen, but rarely **2**	- Very unlikely Could happen, but probably never will / practically impossible **1**	
• Kill or cause permanent disability • Cause major damage to property • Have significant impact on the environment **5**	**25**	**20**	**15**	**10**	5	**13-25 UNACCEPTABLE**
• Long term illness or serious injury • Significant damage to property • Breach the site boundary and pollute environment **4**	**20**	**16**	**12**	**8**	4	
• Medical attention and several days off work • Minor damage to property • Be contained within site boundary, minor pollution **3**	**15**	**12**	**9**	5	3	**7-12 Acceptable with strict control measures or short duration**
• Has been injured but not to extent of medical attention • Return to work with restricted duties • Pollution to environment insignificant **2**	**10**	**8**	6	4	2	**1-6 ACCEPTABLE**
• First Aid needed – not likely to cause lost time • Negligible damage to property • Pollution to environment insignificant **1**	5	4	3	2	1	

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SWMS Sign-On Sheet

We, the undersigned, confirm that we were consulted in the development of this Safe Work Method Statement nominated above and have been explained its contents. We also confirm that we are qualified to carry out the works identified above, the copies of required qualifications have been provided to GC Civil to undertake this activity and are current. We also clearly understand that the controls in this SWMS must be applied as documented; otherwise work is to cease immediately.

These SWMS are separated into 8 sections, please sign on to the sections applicable to the work you are completing. These are:

Section 1 – General High-Risk Works
Section 2 – Mobilisation / Site Establishment
Section 3 – Clearing & Grubbing
Section 4 – Survey Set Out
Section 5 – Excavation / Pier Boring Works
Section 6 – Post Installation & Concrete Works
Section 7 – Panel Installation
Section 8 – Painting
Section 9 – Demobilisation / Disestablishment

NAME	QUALIFICATION REQUIRED	SWMS SECTION (Please tick appropriate section)									SIGNATURE	DATE	TIME	EMPLOYER
		1	2	3	4	5	6	7	8	9				

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Any revision or modification to this SMWS is to be completed in the SWMS Review & Change Sheet, and signed off by those mentioned in the table above