



Safe Work Method Statement

Test Company Name
Test Project Name
123 456
123 Sample Job Address



Project Information

Job Name: Test Project Name

Start Date: 12th July 2025

Date Created: 23rd June 2025

Project Manager: Test Project Manager Name

Authorising Person: Test authorising person name

Job Number: 123 456

Duration: 8 Weeks

Principal Contractor: Test Principal Contractor

Site Supervisor: Test Project Supervisor

Scope of Works:

Sample scope of works description



Test Company Name
Test Project Name
123 456
123 Sample Job Address



Emergency Contact Information

Name	Phone
Emergency Contact 01 Name	0499 999 999
Emergency Contact 02 Name	0499 999 999
Emergency Contact 03 Name	0499 999 999

Emergency Procedures:

Sample procedure information here



Test Company Name
Test Project Name
123 456
123 Sample Job Address



High Risk Activities

Risk of a person falling more than 2 metres (e.g. work on ladders, scaffolding, roofs, etc.)

High - 0

Work on or near energised electrical installations or services (includes live electrical work)

Medium - 0

Work carried out, in or adjacent to a road, railway, or other traffic corridor that is in use

High - 0

Risk Assessment Matrix

Likelihood Assessment

Likelihood	Frequency	Probability	Value
5	Almost Certain	Daily / Weekly	>90%
4	Likely	Monthly	61-90%
3	Possible	Yearly	31-60%
2	Unlikely	5-10 Years	11-30%
1	Rare	>10 Years	<10%

Consequence Assessment

Consequence	People	Environment	Value
5	Fatality	Major Environmental Impact	Catastrophic
4	Permanent Disability	Significant Environmental Impact	Major
3	Lost Time Injury	Moderate Environmental Impact	Moderate
2	Medical Treatment	Minor Environmental Impact	Minor
1	First Aid	Negligible Environmental Impact	Negligible

Work Activities

#	Activity	Hazards	Initial Risk	Control Measures	Residual Risk	Legislation
1	Activity description in detail sample 01	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div><div>Hazard description 08</div></div>	<div>Extreme - 16</div>	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div><div>Hazard description 08</div></div>	<div>Medium - 9</div>	<div><div>Legislation description 01</div><div>Legislation description 02 this is an extended description</div></div>
2	Activity description in detail sample 02	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div><div>Hazard description 08</div></div>	<div>High - 12</div>	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div><div>Hazard description 08</div></div>	<div>Low - 6</div>	<div><div>Legislation description 01</div><div>Legislation description 02 this is an extended description</div></div>
3	Activity description in detail sample 03	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div><div>Hazard description 08</div></div>	<div>Extreme - 13</div>	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 08</div></div>	<div>Medium - 9</div>	<div><div>Legislation description 01</div><div>Legislation description 02 this is an extended description</div></div>
4	Activity description in detail sample 04	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div></div>	<div>Low - 3</div>	<div><div>Hazard description 01</div><div>Hazard description 02 this is an extended description</div><div>Hazard description 03</div><div>Hazard description 04</div><div>Hazard description 05</div><div>Hazard description 06 this is an extended description</div><div>Hazard description 07</div></div>	<div>Low - 1</div>	<div><div>Legislation description 01</div><div>Legislation description 02 this is an extended description</div></div>



Test Company Name
Test Project Name
123 456
123 Sample Job Address



Personal Protective Equipment (PPE)

Hi-Vis Vest/Shirt – Visibility on site

Category: undefined

Safety Glasses – Eye protection

Category: undefined

Long Pants – Protection from abrasions and minor cuts

Category: undefined

Cut-Resistant Gloves – Blade or glass handling

Category: undefined

Knee Pads – Prolonged kneeling (e.g. flooring work)

Category: undefined

Plant & Equipment

Equipment	Hazards	Initial Risk	Control Measures	Residual Risk	Legislation
undefined	<ul style="list-style-type: none">Struck by moving partsCrushing hazardsNoise exposure	High - 12	<ul style="list-style-type: none">Pre-start inspectionTrained operators onlyExclusion zones	Medium - 6	<ul style="list-style-type: none">AS 2550.1Work Health and Safety Regulation
undefined	<ul style="list-style-type: none">Load fallingStructural collapseElectrical contact	Extreme - 16	<ul style="list-style-type: none">Certified riggerLoad chartsPre-lift meetings	Medium - 8	<ul style="list-style-type: none">AS 1418.1Work Health and Safety Regulation
undefined	<ul style="list-style-type: none">Tip overPedestrian contactLoad shift	High - 9	<ul style="list-style-type: none">Licensed operatorsSpeed limitsLoad limits	Low - 3	<ul style="list-style-type: none">AS 2359.1Work Health and Safety Regulation

Riskify

AI SWMS Generator

Test Company Name

Test Project Name

123 456

123 Sample Job Address

Company Logo

Site Sign-In Register

Name	Company	Date	Time In	Time Out	Signature