

SAFE WORK METHOD STATEMENT

Document ID: SWMS-141-1750229408118

Date: 18/06/2025

Project: High-Rise Electrical Installation - Southbank Tower
Location: 456 Southbank Boulevard, Southbank VIC 3006

PROJECT INFORMATION

Principal Contractor: Elite Construction Management
Project Name: High-Rise Electrical Installation - Southbank Tower
Project Address: 456 Southbank Boulevard, Southbank VIC 3006
Document Type: Safe Work Method Statement
Trade Type: Electrical
Document Version: 1.0

EMERGENCY PROCEDURES

Emergency Contact: Site Supervisor
Mobile Number: Not Specified
Hospital: Nearest Hospital
Assembly Point: Main Entrance
Fire Wardens: As Designated
Spill Kits: Located at Site Office

CONSTRUCTION CONTROL RISK MATRIX

A - QUALITATIVE SCALE

Extreme Fatality, significant disability, catastrophic property damage
High Minor amputation, minor permanent disability, moderate property damage
Medium Minor injury resulting in an Loss Time Injury or Medically Treated Injury
Low First Aid Treatment with no lost time

B - QUANTITATIVE SCALE

\$50,000+ Likely - Monthly in the industry, Good chance
\$15,000-\$50,000 Possible - Yearly in the industry, Even chance
\$1,000-\$15,000 Unlikely - Every 10 years in the industry, Low chance
\$0-\$1,000 Very Rarely - Once in a lifetime in the industry, Practically no chance

C - LIKELIHOOD vs CONSEQUENCE

	Likely	Possible	Unlikely	Very Rarely
Extreme	16	14	11	7
High	15	12	8	
Medium	13	9		
Low	10			

D - RISK SCORING

16-18 Severe (E) Action now
11-15 High (H) Action 24hrs
7-10 Medium (M) Action 1 week
1-6 Low (L) Monitor

WORK ACTIVITIES & RISK ASSESSMENT

Activity	Legislation	Hazards	Initial Risk	Control Measures	Residual Risk
Cable tray installation on levels...	WHS Regulation 2017 Part...	Falls from height during work... Manual handling of heavy cable... Electrical hazards from live circuits	H (16)	Safety harness with dual lanyards... Use mechanical lifting aids Lockout/tagout procedures before...	L (4)
Main switchboard upgrades and...	AS/NZS 3000:2018 Wiring...	Electrical shock from live... Manual handling injuries from hea... Arc flash potential	H (15)	De-energize circuits before work Use insulated tools and PPE Mechanical lifting aids for panels	L (3)
Lighting circuit installation...	AS/NZS 3000:2018 Section 2	Falls from height using ladders Electrical shock hazards Eye strain from poor lighting	M (12)	Scaffold access platforms Test circuits before touching Adequate temporary lighting	L (2)
Emergency lighting system testing...	AS 2293.1-2018 Emergenc...	Working in low light conditions Electrical testing hazards Falls during emergency testing	M (9)	Portable lighting during tests Qualified electrical testing personnel Fall protection systems	L (2)
Power distribution panel installatio...	AS/NZS 3000:2018 Section 6	Heavy lifting of electrical panels Electrical shock from terminations Confined space work	H (15)	Crane assistance for heavy panels Lockout/tagout procedures Confined space permits and...	L (3)
Fire alarm system wiring and devi...	AS 1670.1-2018 Fire...	Working at height in ceiling voids Electrical connections Asbestos exposure in old buildings	M (10)	Mobile scaffolding for ceiling work Qualified fire system technicians Asbestos assessment before work	L (2)

WORK ACTIVITIES & RISK ASSESSMENT (CONTINUED)

Activity	Legislation	Hazards	Initial Risk	Control Measures	Residual Risk
Underground cable installation an...	WHS Regulation 2017 Part...	Cave-in from trenching Underground utilities strike Manual handling of cables	H (14)	Dial before you dig Trench shoring systems Cable pulling equipment and prop...	M (6)
High voltage switchgear installatio...	AS/NZS 4871.1-2015...	High voltage electrical hazards Arc flash incidents Heavy equipment handling	E (18)	Qualified HV electricians only Arc flash PPE and face shields Crane lifting for switchgear	M (8)

PLANT & EQUIPMENT REGISTER

Item	Description	Make/Model	Registration	Inspection Date	Risk Level
Mobile Crane	50T Mobile Crane	Liebherr LTM 1050	CR002-2024	10/06/2025	High
Excavator	20T Hydraulic Excavator	Caterpillar 320D	EX001-2024	15/06/2025	Medium
Power Tools	Various hand tools	DeWalt/Makita	N/A	01/06/2025	Low
Cable Pulling Winch	Electric cable pulling winch 5000kg	Greenlee 6500	CPW001-2024	20/06/2025	Medium
Scissor Lift	10m Electric Scissor Lift	Genie GS-2032	SL003-2024	25/06/2025	High
Generator	100kVA Diesel Generator	Caterpillar C4.4	GEN002-2024	12/06/2025	Medium
Electrical Test Equipment	Insulation and continuity tester	Fluke 1587	ETE001-2024	05/06/2025	Low
Cable Trenching Machine	Walk-behind trenching machine	Ditch Witch RT12	CTM001-2024	18/06/2025	High
Conduit Bending Machine	Hydraulic conduit bender up to 100mm	Greenlee 881	CBM001-2024	22/06/2025	Low
Core Drilling Rig	Diamond core drilling rig	Hilti DD 350	CDR001-2024	28/06/2025	Medium

MANUAL SITE SIGN-ON TABLE

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