

# SAFE WORK METHOD STATEMENT

Location: 456 Southbank Boulevard, Southbank VIC 3006

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Project: High-Rise Electrical Installation - Southbank Tower

# **PROJECT INFORMATION**

Principal Contractor: Elite Construction Management

Project Name: High-Rise Electrical Installation - Southbank Tower

Project Address: 456 Southbank Boulevard, Southbank VIC 3006

Trade Type: Construction

Document Version: 1.0

## **EMERGENCY PROCEDURES**

Emergency Contact:

Assembly Point: Main Gate Assembly Area

Nearest Hospital: Royal Melbourne Hospital

000

 Site Supervisor:
 0412 345 678

 First Aid Officer:
 0423 456 789

# **CONSTRUCTION CONTROL RISK MATRIX**

# **A - QUALITATIVE SCALE**

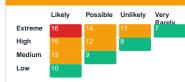
Extreme Fatality, significant disability

High Minor amputation, permanent disability

Medium Minor injury, Lost Time Injury

Low First Aid Treatment only

# **C - LIKELIHOOD vs CONSEQUENCE**



# **B - QUANTITATIVE SCALE**

\$50,000+ Likely - Monthly

\$15,000-\$50,000 Possible - Yearly

\$1,000-\$15,000 Unlikely - 10 years

\$0-\$1,000 Very Rarely - Lifetime

### **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	Hazards	Initial Risk	Control Measures	Residual Risk	Legislation
Cable tray installation on levels 15-20	Falls from height during work activities     Manual handling of heavy cable trays     Electrical hazards from live circuits	H (16)	Safety harness with dual lanyards required     Use mechanical lifting aids     Lockout/tagout procedures before work	L (4)	WHS Regulation 2017 Part 4.4 - Falls, AS/NZS 3000:2018
Main switchboard upgrades	Electrical shock from live components     Manual handling injuries from heavy equipment     Arc flash potential	H (15)	<ul> <li>De-energize circuits before work</li> <li>Use insulated tools and PPE</li> <li>Mechanical lifting aids for panels</li> </ul>	L (3)	AS/NZS 3000:2018 Wiring Rules, AS/NZS 4871.1-2015
Lighting circuit installation	<ul> <li>Falls from height using ladders</li> <li>Electrical shock hazards</li> <li>Eye strain from poor lighting</li> </ul>	M (12)	<ul> <li>Scaffold access platforms</li> <li>Test circuits before touching</li> <li>Adequate temporary lighting</li> </ul>	L (2)	AS/NZS 3000:2018 Section 2, AS 2293.1-2018
Emergency lighting system testing	Working in low light conditions     Electrical testing hazards     Falls during emergency testing	M (9)	<ul> <li>Portable lighting during tests</li> <li>Qualified electrical testing personnel</li> <li>Fall protection systems</li> </ul>	L (2)	AS 2293.1-2018 Emergency Lighting, WHS Regulation 2017
Final electrical testing and commissioning	Electrical shock during testing     Equipment malfunction     Documentation errors	M (8)	Qualified electrical engineers     Proper testing equipment     Systematic testing procedures	L (2)	AS/NZS 3017:2022 Electrical Installations, AS/NZS 3760:2022

# **PLANT & EQUIPMENT REGISTER**

#### Mobile Scaffold

Inspection: Daily visual check

Status: Current

#### Power Tools

Inspection: Pre-use inspection

Status: Tagged & Tested

#### **Electrical Testing Equipment**

Inspection: Calibration check

Status: Certified

#### Lifting Equipment

Inspection: Weekly inspection

Status: Load tested

### **EMERGENCY RESPONSE PROCEDURES**

#### FIRE

Evacuate immediately, call 000, assemble at designated point

#### **INJURY**

Provide first aid, call 000 if serious, notify supervisor

#### **EVACUATION**

Follow evacuation routes, proceed to assembly point

#### SPILI

Contain spill, notify environmental officer, clean up

### **SAFETY SIGNAGE & COMMUNICATION**

- 1. Danger High Voltage signs at all electrical work areas
- 2. PPE Required signs at site entrances and work zones
- 3. First Aid and Emergency Assembly Point signage clearly visible
- 4. Hazard identification signs for specific work area risks
- 5. Tool box talk records and safety briefing documentation
- 6. Site safety rules and emergency contact information displayed

