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|  | **PCBU / EMPLOYER / COMPANY DETAILS** | | **SWMS No: 1-102023** |
| **Name: Entelso Pty Ltd** | | **Revision No: v4.0** |
| **Address: 3 Marinella St, Manly Vale** | | **Revision Date: 31/10/2023** |
| **ABN: 74 635 811 602** | **Phone: 0426199608** | |
| **Approved by: Andrea Aguilar** | **Date: 31/10/2023** | |
| **Site Supervisor: Site Engineer** | **Mobile: Site Engineer Ph Number** | |
| **PROJECT DETAILS** | **CLIENT / PRINCIPAL CONTRACTOR DETAILS** | | |
| **Name: Site Name** | **Name: Client (Company Name)** | **Date provided to PC: Date** | |
| **Address Site Address** | **Contact: Client (Contact)** | **Phone: Client Ph Number** | |



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| **WORK ACTIVITY** |
| Active System PIM Testing |

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| **SCOPE OF WORK COVERED BY THIS SAFE WORK METHOD STATEMENT** |
| Active System PIM Testing at MNCs (Equipment Room). Safety equipment, gloves and proper tools for the test. |

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| **GENERAL INSTRUCTIONS FOR SAFE WORK METHOD STATEMENTS** | **SITE SPECIFIC CONSIDERATIONS** |
| **A safe work method statement (SWMS) must be prepared for any and all high risk construction work to be undertaken prior to the work commencing.** All high risk construction work must be carried out in accordance with this SWMS.  This SWMS must be kept and be available for inspection until the high risk construction work to which this SWMS relates is completed. If the SWMS is revised, all versions should be kept.  If a notifiable incident occurs in relation to the high risk construction work in this SWMS, the SWMS must be kept for at least 2 years from the date of the notifiable incident. | **NOTE: This is a generic SWMS**. A generic SWMS may be prepared and used for high risk construction work activities that are carried out on a regular basis; however, the generic SWMS must be reviewed by the person carrying out the work to take into account the hazards and risks for the specific workplace and amend the SWMS as necessary for the site where the work is to be carried out, and complete details such as names and qualifications of workers who will carry out the work. All amendments to the SWMS must conform to regulatory requirements and be recorded on the SWMS. Workers and their health and safety representatives (if any) should be consulted before the generic SWMS is first made available to them and all workers instructed in the SWMS by site-specific inductions or toolbox talks. Details of consultation with workers and instruction in the SWMS must be recorded on the SWMS for that project or site. All workers are required to sign-off on the SWMS before the work is commenced. |

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| **WHAT MEASURES ARE IN PLACE TO ENSURE COMPLIANCE WITH THIS SWMS?** | | | | | | | |  | **PERSON RESPONSIBLE FOR MONITORING COMPLIANCE WITH THIS SWMS** | | | | | | | | |
| Supervision | **X** | Inspections | | |  | Site audit |  |  | Name |  | | | Date Received | | |  | |
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| **HOW WILL SWMS CONTROL MEASURES BE REVIEWED?** | | | | | | | |  | **PERSON RESPONSIBLE FOR REVIEW OF SWMS CONTROL MEASURES** | | | | | | | | |
| Compliance with regulations & CoPs? | | |  | Fit for purpose & adequate for task? | | | **X** |  | Name | Andrea Aguilar | | | Date Received | | | 09/04/2021 | |
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| **HOW WILL CHANGES TO THIS SWMS BE MADE?** | | | | | | | |  | **HOW WILL CHANGES TO THIS SWMS BE COMMUNICATED TO WORKERS?** | | | | | | | | |
| JSA (on site – approval required) | | |  | Revision (revised SWMS re-issued) | | | **X** |  | SWMS induction | | **X** | Pre-start meeting | |  | Toolbox talk | |  |

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| **HIGH RISK CONSTRUCTION WORK ACTIVITIES (CHECK ANY THAT ARE APPLICABLE TO WORK COVERED BY THIS SWMS)** | | | | | |
|  | A risk of a person falling more than 2 metres (or 3 m in SA or housing const. in Qld) |  | Demolition of a load-bearing structure |  | Work on a telecommunications tower |
|  | Work in or near a shaft or trench with an excavated depth over 1.5m; or in a tunnel |  | Temporary load-bearing support structures |  | Work on or near pressurised gas distribution mains or piping |
| **X** | Work in an area at a workplace in which there is any movement of powered mobile plant |  | Work involving the use of explosives |  | Work on or near chemical, fuel or refrigerant lines |
|  | The disturbance of or likely disturbance of asbestos |  | Tilt-up or precast concrete |  | Work in an area in which there are artificial extremes of temperature |
| **x** | Work on or near energised electrical installations or services | **X** | Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor used by traffic other than pedestrians |  | Work on, under or near water or other liquid that involves a risk of drowning |
|  | Work carried out in or near a confined space |  | Work in an area that may have a contaminated or flammable atmosphere |  | Diving work |

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| **RISK CONTROL** | **Actions to be taken to control risks** |  | **What measures are in place to ensure compliance with this SWMS?** | **Check** |
| Hierarchy of risk controls (in order of preference) | *How will risk controls be implemented?* |  | *Check all measures used to ensure compliance with this SWMS* | |
| 1 Elimination (most effective) | Eliminate the hazard and the associated risk |  | Responsible person appointed to monitor compliance with SWMS by workers | **X** |
| 2 Substitution | Substitute the hazard with something safer |  | Site-specific inductions; pre-start meetings and toolbox talks with workers | **X** |
| 3 Isolation | Isolate the hazard from people (e.g., barrier, wall) |  | SWMS provided to and discussed with workers and signed off | **X** |
| 4 Engineering means | Physical controls including guards, mechanical devices |  | Ongoing workplace supervision by competent personnel | **X** |
| 5 Administrative controls | Work methods or procedures to minimise exposure |  | Monitoring of work methods and review of SWMS where necessary | **X** |
| 6 PPE (least effective) | Provide protective clothing and equipment to workers |  | SWMS control measures revised if work methods or risks change | **X** |

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| Consequence  & Likelihood | Insignificant  1 | Minor  2 | Moderate  3 | Major  4 | Catastrophic  5 |
| Rare – 1 | 1 | 3 | 6 | 10 | 15 |
| Unlikely – 2 | 2 | 5 | 9 | 14 | 19 |
| Possible – 3 | 4 | 8 | 13 | 18 | 22 |
| Likely – 4 | 7 | 12 | 17 | 21 | 24 |
| Almost  Certain – 5 | 11 | 16 | 20 | 23 | 25 |

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| Level of Effect | Example of a Level |
| Insignificant/Acceptable – 1 | Extremely minor to no effect |
| Minor – 2 | First aid treatment only on site |
| Moderate – 3 | Medical treatment required |
| Major – 4 | Extensive injuries or loss of production |
| Catastrophic – 5 | Death or toxic release of chemicals |

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| Likelihood | Criteria | Description |
| Almost Certain – 5 | Expected in most circumstances | Effect is a common result |
| Likely – 4 | Will probably occur in most circumstances | Effect is known to have occurred at this site or recorded as happened before |
| Possible – 3 | Might occur in some circumstances | Effect could occur and others have spoken that it has occurred |
| Unlikely – 2 | Could occur in some circumstances | Effect is not likely to occur |
| Rare – 1 | May occur only in exceptional circumstances | Effect is almost impossible of occurring |

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| **REQUIRED PLANT / TOOLS / EQUIPMENT** | **SAFETY INSPECTIONS & MAINTENANCE** |
| Laptop | Site inspection and Leadership walk findings |
| Mobile Phone | Specific hazards identified on site |
| Personal Protective Equipment (PPE) | Change in Scope of Works |
| Steel cap boots, safety vest | Incident |
| Ladders | Change in company procedure |
| General hand tools |  |
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| **List of Permits/Licenses/Induction Approvals Required** | |
| **Induction/Card** | **Check** |
| OHS General Construction (White Card) | **X** |
| Radhaz | **X** |
| First Aid | **X** |
| Client Induction | **X** |
| Site Specific Induction (Where Applicable) | **x** |
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| **Code of Practice:**  Construction Work Code of Practice, First Aid in the Workplace, How to Manage Work Health and Safety Risks, Hazardous Manual Tasks, Managing the Risk of Falls in the Workplace.  **Relevant Standards:**  AS/NZS 1892 Selection and Safe Use of Ladders  AS/NZS 3760 In-service safety inspection and testing of electrical equipment | |

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| **PERMITS, ISOLATIONS AND AUTHORISATIONS REQUIRED** | |
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| Equipment Room Access |  |
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| **HIGH RISK WORK LICENSES AND COMPETENCIES REQUIRED** | | | | | |
| **Plant or occupation** | **Class** | **Type/description** | **Worker’s name** | **Number** | **Expiry** |
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| **SAFETY EQUIPMENT REQUIRED** | | | | | | | | | | | |
|  | Barricading, traffic control devices |  | Signage | |  | Fall prevention (safety harness, lanyard) | |  | Traffic control |  | Other (specify below): |
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X

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| **PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT (PPE)** |
| *Required PPE is highlighted in red with green check. Optional PPE is highlighted in blue. Ensure all workers have required PPE before any work requiring the PPE has commenced.* |
| X  X  X |

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| **WORKER INSTRUCTION & SIGN OFF** | | | | | | |
| *All workers must sign below before commencing work covered by this SWMS: I have been consulted, instructed in and fully understand the content of this SWMS* | | | | | | |
| **Worker’s name** | **Signature** | **Date** |  | **Worker’s name** | **Signature** | **Date** |
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| **REVIEWS** | | | | | | |
| **Review No.** | **01** | **02** | **03** | **04** | **05** | **06** |
| **Name** | Andrea Aguilar | Andrea Aguilar | Andrea Aguilar | Andrea Aguilar |  |  |
| **Signature** |  |  |  |  |  |  |
| **Date** | 01/09/2022 | 01/03/2023 | 11/07/2023 | 1/10/20223 |  |  |

| **Job activity** | **Hazards and associated risks** | **Initial**  **Score** | | | **How will the hazards and the risks be controlled?** | **Final Score** | | |
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| **C** | **P** | **R** | **C** | **P** | **R** | |
| Inductions and training | * Client specific hazards that are both general and high risk in nature | 5 | 3 | 22 | * All contractors and ENTELSO workers who work on or visit the client site must complete the Site-Specific safety induction (where applicable) and have proof of all required qualifications on site. | 3 | 1 | 6 |
| Working while fatigued | * Loss of concentration * Delayed reaction time, headaches may lead to injury and property damage | 4 | 2 | 14 | * Ensure you have had adequate and continuous sleep prior to work activities. * Stay hydrated during the day and take periodic breaks. * If taking prescribed medication check the label to ensure it does not affect your ability to work safely. * You must not work under the influence of illegal drugs and alcohol. | 4 | 1 | 10 |
| Shifting equipment and materials (Manual Handling) | * Strains, back injuries * muscular / skeletal * injuries / hand cuts | 4 | 3 | 18 | * Use mechanical aids when possible * Safe manual handling practices to be implemented when shifting items * Assess weight of items being lifted, ensure it is within lifting capacity, work as a team and share workload * Site assessment to be made by site supervisor for the use of trolleys or two man lift as required * Ensure path is clear of trip hazards * Use gloves as required * Warm up muscles by conducting some light stretches prior to shifting objects * Face the load and maintain a firm stance * Grip load firmly and bring close to the chest * Keep back straight, face forward and lift load by using the leg muscles * Avoid twisting or bending while carrying the load * Follow lowering the load, follow above instructions, bend the knees and keep back straight. * When use a team lift: * Ensure path is clear of trip hazards * Nominate a person to oversee task * Use of spotter where applicable * All persons to lift equal weight | 4 | 2 | 14 |
| Travelling to Site | * Unlicensed drivers * Not adhering to road rules can result to personal injury. * Wet weather conditions, slippery roads. * Night driving, reduced visibility | 4 | 3 | 18 | * All persons required to drive vehicles must hold a current driver`s license. * Ensure seatbelt is worn and obey all traffic rules, (school times/zones, road works). * Never use a handheld mobile device while driving (hands free is permitted). * Keep a minimum of 3 second gap between yourself and the vehicle in front. * Reduce speed and increase your distance from vehicle in front. * Extra caution for pedestrians and cyclists * Reduce speed in non-familiar areas. | 3 | 2 | 9 |
| Driving on site and Accessing appropriate parking areas | * Slips, Trips and Falls * Mobile plant and Vehicle accidents. * Mobile plant and Vehicle impact with pedestrians and workers * Unknown Hazards | 5 | 3 | 22 | * Ensure a clear walkway is available and that you are not in the path of moving vehicles or parked vehicles that are loading/unloading, vehicles parking or exiting * Being alert to all vehicle traffic – sound and sight * Adhering to all signage * Keeping to specific pedestrian walkways when available * Minimize walking in areas where vehicles may be moving * Wear high visibility clothing | 3 | 2 | 9 |
| Site Establishment and risk assessment | * Inadequate risk assessment may lead to injury * Insufficient light | 5 | 3 | 22 | * Where applicable report to security office prior to commencing works and ensure proper authority provided before works commence. Site Supervisor to discuss with crew * Conduct a survey of the work area, establish site specific hazards discuss adequate control measures and document in Prestart * Discuss daily tasks and refer to Safe Work Method Statement (SWMS) for control measures and document in prestart * All workers must sign on the SWMS and Prestart * SWMS and Prestart to be accessible while on site * Workers arriving on site after the initial prestart must be inducted in full * Always take 5 prior to performing a task * Where tasks are performed in poor lit areas, head torches and flood lights to be used | 3 | 2 | 9 |
| Providing emergency assistance to injured workers | * Delayed medical treatment may result to further reproductions to the injured person | 5 | 4 | 24 | * Establish a trained First Aider on site * Emergency Response Plan must be completed in full and discussed at prestart meeting * First Aid kit and Fire extinguisher to be removed from vehicle and placed in an accessible area within the workplace | 3 | 2 | 9 |
| Environmental considerations and prevention of pollution | * Waste generation * Noise | 4 | 2 | 14 | * Plan ways to reduce waste before you start the job * Minimize noise levels and disruptions on client sites * Separate waste for recycling where possible * Cardboard waste to be placed in appropriate recycling bin * Don’t allow vehicles or air conditioning to run unnecessarily * Vehicles to be free of litter | 4 | 1 | 10 |
| * Chemical Spills | 3 | 3 | 13 | * Contain if safe and report immediately to site contact/security and refer to applicable Safety Data Sheet (SDS) on safe handling of chemical | 2 | 3 | 8 |
| * Damage sustained on heritage sites | 2 | 4 | 14 | * Check with site contact for specific restrictions * Adhere to site requirements for works conducts on heritage site * Where damage has occurred, all works to stop and area to be contained. Notify immediately to the site contact, CAM WHSQ manger and CAM line manager | 1 | 4 | 10 |
| Talking on a mobile phone while on site | * Struck by plant and equipment | 3 | 4 | 18 | * STOP WORK, proceed to a safe location and talk on the phone. • Do not walk and talk | 2 | 4 | 14 |
| * Distracted and trip or fall from heights | 3 | 4 | 18 | * Do not talk while on the ladder. Proceed to safety are area to use a mobile phone | 2 | 4 | 14 |
| Using electrical leads/equipment | * Electric shock | 4 | 3 | 18 | * All electrical equipment tools used on site to be plugged in a portable residual current device (RCD) * When possible use cordless tools * Electrical leads must be in good working order * All leads inspected as per AS3760 * Avoid running leads on the ground * No leads to be placed directly on wet surface, install above ground * If leads/equipment are damaged, tag out and adviser your manager for replacement | 3 | 3 | 13 |
| * Incorrect use of drill may result in physical injury and/or property damage | 3 | 3 | 13 | * Competent persons to use drill * Use cordless drill when possible * Inspect drill prior to use (lead, housing, handle). If defects are found do not use. Tag out and notify your site supervisor to organise repairs. * Use correct PPE (eye/hearing protection, gloves) * Inspect surface prior to drilling for hidden services * Check drill bit is not blunt and appropriate for the type of surface\Drill a pilot hole when applicable | 2 | 2 | 5 |
| Use of ladders | * Faulty and unsuitable equipment * Incorrect use may lead to fall from heights and injury to persons below | 4 | 4 | 21 | Ladders   * Use platform ladders appropriate to the working height of the task * Inspect ladder prior to use and tag/remove from service if damaged * Use non-conductive ladders * Ensure ladder is placed on an even/solid surface * Do not stand passed the last rung   Fixed ladders   * Inspect ladder prior to use * Do not use and report to site contact if damaged   General   * Workers on the ground to stand clear and outside of drop zone * Loose items to be secured while climbing the ladder * Always meet max loads & specifications * Maintain three-limb contact by keeping two hands and one foot, or two feet and one hand on the ladder * Do not overstretch while at heights, climb down and reposition ladder | 1 | 2 | 2 |
| Performing work on rooftops | * Trips, Falls * Hand injuries * Falls (persons/items) * Items flying off roof during high winds * Trips | 4 | 3 | 18 | * Survey area prior to works * Hi levels of housekeeping. Avoid clutter and have a designated spot for tools/materials and rubbish * Use correct tools for the job * Only use non-conductive ladders * Long sleeves to be buttoned at wrist level * Shirts to be tucked in to avoid accidental snags on equipment/racks. * All safe manual handling techniques to be implemented at all times * All rubbish to be disposed of to a suitable location and recycled wherever possible * Refer to control measures Using electrical leads/equipment | 2 | 2 | 5 |
| Installing Equipment | * Hand cuts * Awkward position, weight of equipment may lead to joint/muscle injuries | 3 | 3 | 13 | * Wear gloves as required to protect hands from sharp edges * Refer to Manual Handling control measures in this SWMS * Two-man task when handling heavy items, MER rack, remote units etc. | 3 | 1 | 6 |
| * Trips, Falls * Hand injuries | 4 | 3 | 18 | * Survey area prior to works * Hi levels of housekeeping. Avoid clutter and have a designated spot for tools/materials and rubbish * Use correct tools for the job * Only use non-conductive ladders * Long sleeves to be buttoned at wrist level * Shirts to be tucked in to avoid accidental snags on equipment/racks. * All safe manual handling techniques to be implemented at all times * All rubbish to be disposed of to a suitable location and recycled wherever possible * Refer to control measures Using electrical leads/equipment | 2 | 2 | 5 |
| Installation of cable tray | * Trips * Falls from heights * Sharp edges (hand cuts) * Dust and debris while drilling | 4 | 3 | 18 | * Maintain high levels of housekeeping * Refer to control measures in Use of Ladders and Using an EWP to install associated cables and equipment on site in this SWMS * Use correct manual handling techniques when shifting cable trays * Wear gloves to protect hands from cuts * Use eye / hearing protection when drilling | 4 | 2 | 14 |
| Core Drilling | * Lifting/ shifting equipment * Cutting of services | 3 | 4 | 17 | * ALL PERMITS MUST BE IN PLACE AND APPROVED PRIOR TO CORE DRILLING * Pre scan penetration area to avoid damaging hidden services or structural steel * Alarms to be isolated * Refer to Manual Handling control, measures in this document * Pre scan of penetration area must be completed, marked and approved by venue | 4 | 2 | 14 |
| * Cuts * Flying Objects including drill chucks and damaged barrels. Falling Objects including core through suspended slabs | 3 | 4 | 17 | * Correct PPE to be worn, long sleeves hi vis shirt, long pants, steel cap boots, eye and hearing protection. Dust mask P2 or higher * Barricade work area. Spotter required when coring through suspended slabs. Use correct drill bits. Inspect barrel condition prior to drilling. Check key and spanners have been removed prior to starting * Do not place hands near rotating parts of drill | 3 | 2 | 9 |
| * Incompetent worker may result in personal injury and property damage * Electric shock * Environmental Risk | 4 | 4 | 21 | * Worker must be competent in task * All leads inspected, tested and tagged as per AS3760 * Suspend all leads and power supply to prevent electric shock by water on ground * Drilling permits to be in place * Slurry to be contained and collected using correct PPE and disposed appropriately in specific waste bin | 4 | 2 | 14 |
| Installation of coax cables | * Trips, Slips * Hand cuts from sharp edges * Hand, eye injuries | 4 | 3 | 18 | * Fire alarms to be isolated as required * Survey the run prior to installation and implement control measures for new identified hazards, Set up exclusion zones and signage * Refer to control measures in Use of ladders and EWP in this SWMS * Do not place hands in areas that there is no visibility * Do not disturb existing cables * Tuck shirts to avoid snags on sharp edges * Ensure cables are fed free of force through cavities and risers * Cable ties to be cut flush * Use gloves and eye protection as required | 4 | 2 | 14 |
| Installation of antennas | * Falling items * Trip hazards * Working at heights (ladder) | 3 | 4 | 17 | * Fire alarms to be isolated as required * Establish work area * High levels of housekeeping required * Establish drop zone and ensure workers/public do not enter the drop zone * Refer to control measures Use of Ladders in this SWMS * Tools and materials to be secured to prevent accidental drops * Use eye protection as required * Be mindful of other cables within the same ceiling space | 3 | 2 | 9 |
| Work in Ceiling space | * Person falling from heights * Insufficient light * Disturbance of existing services * Sharp edges | 4 | 4 | 21 | * Where possible eliminate the risk by not entering the ceiling space and use other means to complete task * No worker to enter a ceiling space without prior risk assessment and site supervisors approval * Ensure task is documented in daily prestart * Ceiling space flooring must be load bearing and capable of supporting weight * Use torches when insufficient light * Use dust masks (P2 or above) in dusty areas * Survey work area for sharp edges and wear gloves where applicable | 4 | 2 | 14 |
| Leaving site | * Unauthorized entry * Unnecessary use of energy * Trip hazards caused by rubbish and materials left on site | 4 | 4 | 21 | * Remove all rubbish from site * Pack materials * Secure site by locking door/gate * Log out with client * Notify site contact and sign out where applicable | 1 | 3 | 6 |
| Active System Levelling | * Damage to equipment due to incorrect handling. * Personal injury due to incorrect work practices | 4 | 3 | 18 | * Worker must be competent. * Use correctly tools for the job. | 3 | 2 | 9 |

| **Coronavirus** | | | |
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| Coronavirus  The following questions to be discussed with the crew at the daily prestart meeting:  Are you experiencing any signs of cold/flulike symptoms, coughing, difficulty breathing or fever >38 degrees?  In the last 14 days have you or anyone in your household been in close contact with a person who:  -Has been suspected or confirmed to have COVID-19 virus?  If this answer is yes to any of the above questions, please STOP work and advise the ENTELSO Manager immediately  Are you up to date with COVID-19 vaccination?  On site precautions.   * WASH your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer. * AVOID touching your eyes, nose, and mouth with unwashed hands. * AVOID close contact with people who are sick. * STAY home when you are sick. * COVER your cough or sneeze with a tissue, then throw the tissue in the trash. * CLEAN and disinfect frequently touched objects and surfaces. * If you have any concerns please notify your line manager or WHS Manager. * Use your own pen when signing on any documentation. | | | |
| **JSA (ADDITIONAL SITE-SPECIFIC HAZARDS & RISKS OR CONTROLS NOT INCLUDED ELSEWHERE IN SWMS)** | | | |
| **Job activity** | **Hazards / associated risks** | **How will the hazards and the risks be controlled?** | **Approved by** |
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| **EMERGENCY PLAN ( In the event of an incident, Accident, Near Miss the Entelso Manager must be contacted by phone immediately)** | | |
| **Contact** | **Name** | **Phone Number** |
| Entelso Manager | Andrea Aguilar | 0426199608 |
| Entelso First Aid Officer | Sandra Vargas | 0420264968 |
| Emergency Services |  | 000 (or 112 if using a mobile phone) when someone’s life is in danger or an urgent response is required from police, fire or ambulance |
| Poisin Information |  | 13 11 26 |
| Safe Work NSW |  | 13 10 50 |
| Work Safe QLD |  | 1300 362 128 |
| Work Safe VIC |  | [(03) 8792 9000](https://www.google.com/search?q=safework+vic&spell=1&sa=X&ved=0ahUKEwiIwIbw7J_bAhWF2LwKHVpGB_4QBQgmKAA&biw=1920&bih=949) |
| Work Safe SA |  | [1300 365 255](https://www.google.com/search?biw=1920&bih=949&ei=h3kHW5yPMMmC8wXB3IWQDQ&q=safework+sa&oq=safework+sa&gs_l=psy-ab.3..0l10.33430.34577.0.35503.5.5.0.0.0.0.318.708.0j2j0j1.3.0....0...1c.1.64.psy-ab..2.3.706...0i67k1j0i22i10i30k1j0i22i30k1j0i131k1.0.DtS4n6U0i7k) |
| Work Safe WA |  | [1300 307 877](https://www.google.com/search?biw=1920&bih=949&ei=rHkHW467HIuD8gXH4pzIDg&q=safework+wa&oq=safework+wa&gs_l=psy-ab.3...24047.24456.0.24563.4.4.0.0.0.0.0.0..0.0....0...1c.1.64.psy-ab..4.0.0....0.wVPRPtUX8CE) |
| Work Safe TAS |  | [1300 366 322](https://www.google.com/search?q=safe+work+tas&spell=1&sa=X&ved=0ahUKEwinxKic7Z_bAhWEu7wKHejEB7wQBQgmKAA&biw=1920&bih=949) |
| COVID-19 information lines |  | 1800 020 080 |

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| **Procedures** | **Brief Outline of Procedures** |
| Evacuation Procedure | 1. Alarm raised and relevant emergency services authorities contacted.  2. Wait for evacuation signal.  3. Follow site controller instructions.  4. Calmly evacuate the premises from nearest emergency exit.  5. Arrive at evacuation location.  6. Check your name off at role call. |
| Unconscious Worker | Stop works, First Aider to follow DRSABCD.   * 1. Danger: Ensure area is safe for yourself, others and the patient   2. Response: Check for response.   3. Send for help: Call 000 (or 112 from mobile).   4. Airway: Open mouth and check for obstructions.   5. Breathing: If breathing place in recovery position, if not breathing start CPR   6. CPR: 30 compressions – 2 breaths   Defibrillation: Use if on site, otherwise continue with CPR. |
| Crushed/Injured Worker by plant/equipment | * 1. Stop works.   2. First Aider to assess the injuries and administer First Aid.   3. Depending the nature of injuries, call Emergency services or drive injured worker to the nearest hospital |
| Electric shock | * 1. Stop works.   2. Check for Danger to yourself and others.   3. Call 000 (or 112 from mobile)   4. Do not approach the victim until main power is switched off.   5. Apply First Aid when it is safe. |
| Injuries caused by wildlife/snakes/spiders | * 1. First aid must be applied immediately by a trained first aider.   2. IN THE EVENT OF A SNAKE BITE OR FUNNEL WEB SPIDER, CONTACT 000 IMMEDIATELY   3. APPLY COMPRESSION BANDAGES AND FOLLOW 000 OPERATORS INSTRUCTIONS   4. IN THE EVENT OF A SEVERE ALLERGIC REACTION AND THE AFFECTED WORKER DOES NOT HAVE AN EPI PEN DUE TO PRE-EXISTING ALLERG CONTACT 000 IMMEDIATELY AND FOLLOW INSTRUCTIONS. |
| Worker injured/stranded at heights | 1. Check for response by yelling out to the injured worker. 2. If unconscious, ask first aider to Call 000 (or 112 from mobile). 3. Use Tower Rescue kit and harness 4. Assess best route to climb 5. Once at required level, assess worker’s injuries and vital signs. 6. Descend to ground and provide First Aid/CPR until emergency services arrive. |