■ **Description:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PCBU:** | ■ PBCU: Robertson's Remedial and Painting Pty Ltd 10/56 Buffalo Road, Gladesville NSW 2111 Phone: (02) 9181 3519 | ABN: 16 140 746 247 | | | | **Workplace location:** | **■ Site:** *[Insert Site Address Here]* |
| **Works Manager:** | ■ **Works Manager:** *[Insert Project Manager Here]* | | | | **Date SWMS provided to PC:** | **■ Date:** *[Insert Date Here]* |
| **Work activity:** | ■ **Description:** *[Insert Description Here]* | | | | **Principal Contractor (PC):** | **■ PC:**  Robertson's Remedial and Painting Pty Ltd |
| **High Risk Construction Work (HRCW):** | **[✓] Risk of a person falling more than 2 metres** | | *[ ]* Work on a telecommunication tower | | *[ ]* Demolition of load-bearing structure | |
| *[ ]* Likely to involve disturbing asbestos | | *[ ]* Temporary load-bearing support for structural alterations or repairs | | *[ ]* Work in or near a confined space | |
| *[ ]* Work in or near a shaft or trench deeper than 1.5 m or a tunnel | | *[ ]* Use of explosives | | *[ ]* Work on or near pressurised gas mains or piping | |
| *[ ]* Work on or near chemical, fuel or refrigerant lines | | *[ ]* Work on or near energised electrical installations or services | | *[ ]* Work in an area that may have a contaminated or flammable atmosphere | |
| *[ ]* Tilt-up or precast concrete elements | | *[ ]* Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians | | **[✓] Work in an area with movement of powered mobile plant** | |
| *[ ]* Work in areas with artificial extremes of temperature | | *[ ]* Work in or near water or other liquid that involves a risk of drowning | | *[ ]* Diving work | |
| **Person responsible for ensuring compliance with SWMS:** | | ■ **Supervisor** | | **Date SWMS received:** | ■ **Date:** *[Insert Date Here]* | |
| **What measures are in place to ensure compliance with the SWMS?** | | Toolbox meetings, SWMS sign off, job observations and supervision review. If issues with the SWMS or new hazards are identified, the supervisor must be notified. When changes are made to SWMS, it will be communicated to all workers. | | | | |
| **Person responsible for reviewing SWMS control measures:** | | ■ **Project Manager** | | **Date SWMS received by reviewer:** | ■ **Date:** *[Insert Date Here]* | |
| **How will the SWMS control measures be reviewed?** | | The control measures implemented will be reviewed and if necessary, revised annually or if work methods change, the control measures are not effective in controlling the risk, a new hazard/risk is identified or following an incident. The SWMS will be reviewed in consultation with workers and/or others who may be affected by the SWMS. Any changes to the SWMS will be communicated with workers at induction, daily pre-starts and toolbox talks. | | | | |
| **Reviewer’s signature:** | | ■ **Project Manager** | | **Review date:** | ■ **Date:** *[Insert Date Here]* | |
| 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. | | | | | | |

| **Task** | | **Hazard** | **Risk (Pre)** | **Control** | **Risk (Post)** | **Responsibility** | **Code** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Site Induction, Daily Sign-In and SWMS Induction** | | Workers commencing without site awareness. SWMS controls not understood or verified before commencing work. Unauthorised workers accessing site. | **Low (1)** | **SYS (Low -1): Controls in placeAdmin:** Daily-Sign-In and critical control confirmation completed by all workers **—** Recorded in Breadcrumb  **Admin:** Site induction completed by all workers on first day **—** Recorded in Breadcrumb  **Admin:** SWMS (site specific) induction completed signed-in by all workers including membership in PM’s WhatsApp work group **—** Recorded in Breadcrumb **Admin:** Toolbox talk conducted weekly **—** Covers tasks, hazards, controls, weather, site changes **—** Recorded in Breadcrumb **Admin:** All workers hold Construction Induction Card (White Card) **—** Recorded in Breadcrumb  **PPE:** Minimum PPE required to enter site steel capped footwear and long sleeves.  **STOP WORK if:** Worker cannot produce White Card **—** Worker not site and SWMS inducted **—** Worker unfamiliar with **Emergency Response see below.** | **Low (1)** | Supervisor | **SYS-L1** |
| **Emergency Response** | | Medical emergency on site. Fire or chemical spill. Worker incapacitated at height (scaffold, EWP, rope access). Building evacuation required. Natural disaster (storm, flood, earthquake). | **High (9)** | **SYS (High-9): Controls in place**  **Site Emergency Plan:** Communicated at induction and toolbox talk after being updated. Emergency contacts displayed at site entry. Call 000 for any serious injury or emergency. Supervisor directs responders (site address available). always  **Assembly Point:** Identified and communicated at induction. Muster procedure: supervisor conducts headcount, confirms all workers accounted for  **WAH Rescue Plan:** documented and practised. Rescue equipment on site (rope rescue kit for rope access, EWP rescue procedure)  **Chemical Spill:** Spill response equipment must be available where **chemicals are decanted on site**; minimum capacity to manage 110% of the largest container in the area, with drains protected and waste contained for disposal **Fire:** Activate alarm, evacuate, call 000. Do not fight fire beyond incipient stage. Fire extinguisher locations identified at induction  **Reporting: Incident reporting:** incidents, injuries, near-misses and hazards **—** Notify PM’s WhatsApp work group **—** Notifiable incidents reported to SafeWork NSW per WHS Act s38  **PPE:** First aid kit, fire extinguisher, spill kit **—** Locations confirmed at induction. Eye wash cup available on site if chemical products in use  **STOP WORK if:** Anyemergency **—** All work ceases until area declared safe by supervisor. **—** No restart without toolbox talks on incident and any changed controls | **Low (1)** | Supervisor / Worker / Sub-Contract Worker | **SYS-H9** |
| **Residents and Public Interface** Manage interaction with public and building residents in active work zones. Applicable to all strata and occupied buildings. | | Falling objects striking residents or public. Paint overspray or dust reaching occupied areas. Noise and access disruption to residents. Unauthorised entry to work zones. | **Medium (3)** | **SYS (Medium-3): Controls in placeEngineering:** Physical barriers (barricades, mesh, hoarding) around all work zones accessible to residents or public **—** Drop zones below all elevated work barricaded to full fall-line of debris **—** **OPTIONAL considerations**: noise mats repositioned progressively during demolition and silica air monitoring deployed if residents report odour or visible dust **Admin:** Residents notified, via third party, minimum 48 hours before work commences **—** Written notice specifying dates, times, and nature of work **Admin:** Work hours comply with council DA conditions and strata by-laws and. No work outside approved hours without written approval **Admin:** Signage at building entry and work zones **—** 'CONSTRUCTION WORK IN PROGRESS', contact details, and exclusion zone warnings **STOP WORK if:** Resident or member of public enters exclusion zone **—** Barricade displaced or removed **—** Complaint of health effect from dust, fumes, or noise | **Low (1)** | Supervisor / Worker / Sub-Contract Worker | **SYS-M3** |
| **High Access — Ladder Use (Short-Duration Only)** Use ladders for exterior tasks **only where EWP/scaffold/rope access is not reasonably practicable**. Extension ladder for access/short tasks; platform ladder for longer duration light work; A-frame for very short tasks (**≤10 minutes**). | | Fall from ladder (overreach/loss of balance). Ladder slip (incorrect setup/unstable ground). Dropped tools/objects onto persons below. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. **Elimination/Substitution confirmed:** EWP/scaffold (or other higher order control) considered first. Ladder use justified as **short-duration** and **low-risk** only 2. **Correct ladder selected & compliant:** Industrial rated ladder to **AS/NZS 1892**, correct duty rating, inspected and **fit for purpose** (no defects) 3. **Extension ladder:** set at **4:1** angle, firm level base, top supported/secured where practicable, extends **≥1 m** above landing point if used for access 4. **A-frame/platform:** fully opened, spreaders locked, used on stable level ground 5. **Drop zone controls:** Area below controlled (spotter or barricade/delineation). Tools to be **secured** (tool lanyards/pouches) where there is a drop risk   **Engineering:**   * Industrial-rated ladder AS/NZS 1892, correct angle (4:1 extension), non-slip feet, secured where possible. A-frame fully opened and locked.   **Admin:**   * Working at Heights Risk Assessment (WAH\_RA) completed before each ladder use **—** Confirms ladder is only practicable method for this task. Three points of contact always. No top two rungs. No overreaching. Spotter or delineate area below.   **PPE:**   * Steel capped footwear, cut-resistant gloves as required, eye protection as required and tool lanyards where applicable   **STOP WORK if:**   * Ladder damaged/defective **—** Footing unstable/uneven **—** Inadequate control of area below **—** Unsafe weather/wind **—** Electrical hazards not controlled **—** Task exceeds short-duration/changes in scope | **Low (2)** | Supervisor / Worker | **WAH-H6** |
| **Scaffold — Erect, Use, and Dismantle** All scaffold erection, modification, and dismantling. Includes mobile scaffolds, fixed scaffolds, and cantilever platforms used for painting and remedial access. | | Fall from height during erection, use, or dismantling. Scaffold collapse from inadequate design, overloading, or ground failure. Falling objects from scaffold platform. Workers below struck by components during erection/dismantle. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Appropriate SafeWork NSW HRW scaffolding licence sighted/recorded prior to erection/modification/dismantle 2. **Status tagging:** Green “SAFE TO USE” tag at each access point before use, if incomplete/under alteration then Red “DO NOT USE/INCOMPLETE” tag 3. **Design/engineering:** erected to AS/NZS 1576; any scaffold >4 m or non-standard (cantilever/complex/public interface/unusual loads) requires engineer design/verification sighted on site 4. **Exclusion zone:** barricade full drop zone/fall-line below during erection/dismantle and overhead work; no persons/public inside 5. **Electrical clearance:** overhead/adjacent electrical hazards identified; exclusion distances/isolations implemented before erection/use   **Engineering:**   * Full perimeter guardrails (top/mid) and toe boards; brick guards where materials stored; debris mesh/shade cloth where adjacent to public/occupied areas * Sole/base plates on all standards; ground bearing confirmed * **Mobile scaffolds:** castor locks on; outriggers as per manufacturer; do not move with persons/materials on platform * **Access/egress:** compliant ladder/stair access, ladder secured; no climbing braces; gates where required   **Admin:**   * Competent person inspection before first use, after modification/impact, and ≤30-day intervals, plus after severe weather (>60 km/h) * Load rating displayed and not exceeded; no stockpiling beyond immediate need; components not thrown **—** Controlled lowering/handling   **PPE:**   * Steel capped footwear, hard hat, long sleeves, cut-resistant gloves, harness/ lanyard for scaffolders during erection/dismantle as per their method/SOP   **STOP WORK if:**   * tag missing/expired/red **—** Guardrails/toe boards incomplete **—** Settlement/subsidence **—** Unapproved modification **—** Overload electrical clearance not maintained. | **Low (2)** | Scaffold Contractor / Supervisor | **WAH-H6** |
| **Industrial Rope Access — Rope Setup and Rigging (NSW)**  Rig working and safety lines to verified roof anchors for external remedial/painting works. IRATA/SPRAT team minimum 2 with certified Lead Technician on site. | | Fall from height (fatal); anchor failure (unverified/expired/unsuitable); rope abrasion/cut on edges; dropped objects to residents/public below; entanglement. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS: HOLD POINT - Work must not commence until:**   1. **Rope Technician** retain min. level certification with IRATA/SPRAT – recorded in Breadcrumb 2. **Lead Technician** retain min. level certification with IRATA/SPRAT for rescue – recorded in Breadcrumb 3. **Anchor verification:** Each anchor to be used is **current, certified and suitable** for rope access and direction of loading. Tag/record sighted by Lead Tech. If absent/expired/unverified/unsuitable **—** escalate to PM’s WhatsApp work group 4. **Two-rope system:** Working line and safety line independently anchored; full rig buddy-checked before loading 5. **Edge management:** Rope protection fitted at all contact points (including sharp edges) and checked before first descent and after any change 6. **Dropped object prevention:** Tools and equipment tethered/secondary retained; no loose items; use closed bags and controlled handling at edges 7. **Exclusion zone:** Establish and barricade a drop zone covering the full fall-line/impact area (minimum 3 m only as a baseline; extend as required). No persons permitted within the zone during rigging/descent 8. **Rescue readiness:** Rescue plan/method confirmed; rescue kit available and set up; prompt rescue capability in place before first descent 9. **Communications:** Primary comms confirmed and tested (radio/phone) 10. **Daily inspections:** Ropes/gear inspected daily; defects recorded; damaged items tagged out and removed   **Admin:**   * Subcontractors must submit a register and supporting records of their equipment prior to its use * Powered ascender and descender listed on plant and equipment register to confirm in service with OEM requirements   **PPE:**   * Full body harness (rope access rated), helmet with chin strap, cut-resistant gloves, steel capped safety footwear, and any additional PPE required by the task as identified in this SWMS (e.g., eye protection/face shield, hearing protection (>85 dB), respiratory protection, cut-resistant gloves, hi-vis, sunscreen).   **STOP WORK if:**   * Anchor uncertainty **—** rope/edge damage, comms failure **—** exclusion zone breach **—** rescue not ready **—** electrical storms **—** heavy rain affecting edges **—** wind/gusts above site limit (e.g., >40 km/h or as assessed by Lead Tech) | **Low (2)** | Lead Technician | **IRA-H6** |
| **EWP Operation — Boom and Scissor Lift** Operation of elevated work platforms (EWP) for painting and remedial access. Includes boom lifts, scissor lifts, and truck-mounted EWP. | | Fall from EWP platform. EWP tip-over from ground failure, uneven ground, overloading or exceeding operating envelope. Collision with pedestrians, vehicles, overhead structures, powerlines, or building elements. Crushing **—** Worker trapped between platform and structure. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS: HOLD POINT — Work must not commence until:**   1. Operator SafeWork NSW HRCL (WP class) recorded/verified in Breadcrumb 2. All workers in basket WAH trained/competent in RIIWHS204E Work Safely at Heights. SOA recorded/verified in Breadcrumb 3. EWP pre-start inspection completed and recorded **—** No defects 4. EWP set up on firm, level hardstand 5. Overhead clearances measured and confirmed safe **—** Minimum 3mt exclusion from overhead powerlines 6. Harness inspected **—** Lanyard clipped to manufacturer basket anchor point (gate closed, double-action snap hook). 7. **Exclusion zone to overhead powerlines:** minimum 3 mt (≤132 kV), 6 mt (132–330 kV), 8 mt (330–500 kV), unless the electricity network specifies greater; use a trained spotter and physical controls to prevent encroachment   **Engineering:**   * Platform guardrails and mid-rails intact. Gate/chain secured during operation. No climbing on guardrails or standing on mid-rails. * Exclusion zone at ground level around EWP **—** Barricaded to prevent pedestrians and vehicles from entering swing/travel radius and drop zone.   **Admin:**   * Spotter for all travel movements in congested areas or where visibility limited. * Radio or verbal communication maintained between operator and ground crew. * Daily weather check **—** Wind limits per manufacturer's specification (typically 40 km/h for boom, 45 km/h for scissor). Platform lowered in gusty conditions * EWP listed on plant and equipment register to confirm in service with OEM requirements   **PPE:**   * Full-body harness with lanyard clipped to EWP anchor point, steel capped footwear   **STOP WORK if:**   * EWP defect detected **—** Ground conditions deteriorate **—** Wind exceeds manufacturer's limit **—** Harness not connected**—** Exclusion zone breach, or spotter unavailable near public areas | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **WAH-H6** |
| **Cladding Panel Lifting and Installation**  Mechanical lifting, positioning, and fixing of cladding panels including metal composite, fibre cement, terracotta, timber, and aluminium systems. Includes crane, hoist, and manual lifting operations. | | * Falling panel during lift **—** Struck by * Panel caught by wind * Crush injury during positioning * Working at height during installation * Overloading of scaffold or EWP with panel weight | **High (6)** | **STR (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. **Lift plan completed:** panel weights confirmed, lifting equipment rated and certified, rigging method and attachment points verified 2. Wind speed monitored **—** No lifting above 30 km/h or panel manufacturer limit, whichever is lower. Large panels (>5m²): no lifting above 20 km/h 3. Structural engineer wind loading sign-off obtained for panel installation sequence **—** Temporary and permanent wind loading conditions verified for panels during and after installation 4. Exclusion zone established below lifting zone **—** No workers beneath suspended panel at any time 5. Scaffold or EWP load rating confirmed adequate for panel weight plus worker weight plus tools   **Engineering:**   * Panel handling equipment (suction cups, clamps, lifting frames) rated for panel weight and type. Tag lines on all panels during crane lifts. Temporary fixing/bracing immediately on placement **—** Panel not released from lifting equipment until minimum fixings installed per design. Bracing props locked (not hand-tight) and inspected per design **—** Bracing design by competent person, removal only with structural engineer approval.   **Admin:**   * Installation sequence per cladding design **—** Verified with structural engineer for load distribution. Curtain wall and unitised systems: building tolerance survey completed before fabrication **—** Floor-to-floor heights, slab edges, column positions verified against design tolerances. Bracing inspection regime maintained **—** Daily check of all temporary bracing until permanent fixings complete and engineer confirms bracing can be removed. Glazing panels: suction cup lifters rated for glass weight and surface condition, protective covers maintained until handover, no handling in rain or with wet gloves. Panel storage on site **—** Stacked per manufacturer requirements, secured against wind. Oversized panel delivery: route survey from truck to installation point **—** Access width, overhead clearance, floor loading confirmed. Lifting and handling method statement for panels exceeding 100kg or 3m length. Delivery coordination **—** Just-in-time where possible to minimise on-site storage.   **PPE:**   * Hard hat. Cut-resistant gloves. Steel capped footwear. Eye protection. Harness when working at height. High-vis vest or shirt.   **STOP WORK if:**   * Wind exceeds lift limit **—** Rigging equipment defective **—** Panel damaged and structural integrity compromised **—** Exclusion zone breached **—** Scaffold/EWP overloaded **—** Fixing system not per design specification **—** Bracing removed without engineer approval **—** Bracing props found unlocked or displaced. | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **STR-H6** |
| **Cladding Panel Removal and Demolition**  Controlled removal and demolition of existing cladding systems including assessment for hazardous materials, sequencing, and structural stability during progressive removal. | | * Falling panels **—** Uncontrolled release * Asbestos or lead in existing cladding * Structural instability during progressive removal * Dust and debris * Working at height | **High (6)** | **STR (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. **Hazardous materials assessment completed:** existing cladding tested for asbestos and lead **—** Clearance obtained or licensed removal arranged before general demolition 2. Demolition sequence designed by competent person **—** Structural engineer consulted if cladding contributes to building stability 3. Exclusion zone established below removal zone **—** Barricading and signage in place 4. All panels secured before fixing removal commences **—** No unsecured panels at any time   **Engineering:**   * Panels secured with temporary fixings or restraint before permanent fixings removed. Controlled lowering **—** No dropping or throwing panels. Debris containment **—** Scaffold netting, catch platforms, enclosed chutes for waste material. Dust suppression during cutting.   **Admin:**   * Demolition plan reviewed by all workers. Removal sequence strictly followed **—** Top to bottom, one panel at a time. Asbestos or lead identified: licensed removalist engaged per WHS Regulation. Waste segregation **—** Recyclable, hazardous, general.   **PPE:**   * Hard hat. Cut-resistant gloves. Steel capped footwear. Eye protection and face shield during cutting. P2 respirator. Harness when working at height.   **STOP WORK if:**   * Suspected asbestos identified during removal **—** Structural concern raised by competent person **—** Panel release not controlled **—** Exclusion zone breached **—** Wind making panel handling unsafe **—** Dust not controlled. | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **STR-H6** |
| **Fixing and Fastening — Drilling, Screwing, Riveting**  Mechanical fixing of cladding panels, subframes, brackets, and components using power drills, screw guns, rivet guns, and pneumatic tools. Includes chemical anchoring and structural fixings. | | * Drill bit breakage **—** Flying fragments * Noise exposure * Hand-arm vibration * Struck by rivet or screw * Electrical hazard from power tools * Working at height | **Medium (4)** | **PRE (Medium-4): Controls in place.**  **Engineering:** Drill bits and fasteners matched to substrate **—** Masonry, steel, or timber. Depth stop set for all chemical anchor drilling. Vibration-dampened tool handles where available. All power tools test-tagged current per AS/NZS 3012 **—** 3-monthly on construction sites.  **Admin:** Fixing schedule and specification reviewed **—** Fastener type, size, spacing, edge distance, embedment depth per cladding design. Panel alignment and plumb checked against design tolerances before fixing **—** Laser level or string line. Pull-out testing at specified frequency per design. Services scan before drilling into any unknown substrate. Swarf and debris cleaned up progressively.  **PPE:** Eye protection and face shield when drilling overhead. Hearing protection (>85 dB). Cut-resistant gloves. Steel capped footwear.  **STOP WORK if:** Substrate different from specification **—** Fixing pull-out failure **—** Services detected in drilling path **—** Power tool defective **—** Drill bit breakage frequency indicates wrong bit/substrate combination. | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **PRE-M4** |
| **Metal Cutting and Fabrication On-Site**  Cutting, grinding, and fabrication of metal cladding components, subframes, and flashings on site using angle grinders, tin snips, nibblers, and guillotines. | | * Hot sparks and swarf **—** Fire risk and burns * Noise exposure * Sharp edges on cut metal * Eye injury from grinding * Kickback from angle grinder | **Medium (4)** | **PRE (Medium-4): Controls in place.**  **Engineering:** Designated cutting area with fire-resistant surface. Guard fitted on all angle grinders **—** Correct disc type for material (metal cutting disc, not masonry). Fire extinguisher within 5m of hot work area. Sharp edge protection **—** Deburring after cutting.  **Admin:** Hot work assessment completed if cutting near combustibles. Fire watch maintained for 30 minutes after hot work ceases. Cutting scheduled to minimise impact on adjacent work **—** Noise and spark management. Off-site prefabrication preferred where possible.  **PPE:** Face shield and eye protection. Hearing protection (>85 dB, Class 5). Leather or cut-resistant gloves. Long sleeves **—** No synthetic clothing near sparks. Steel capped footwear.  **STOP WORK if:** Grinder guard missing or damaged **—** Wrong disc type for material **—** Combustibles in spark path **—** Fire extinguisher not available **—** Synthetic clothing being worn near sparks. | **Low (2)** | Worker / Sub-Contract Worker | **PRE-M4** |
| **Weatherproofing and Flashing Installation**  Installation of flashings, weatherseals, cavity closers, sarking, and weather barriers to cladding systems. Includes window and door head/sill/jamb flashings and parapet cappings. | | * Sharp edges on flashings **—** Lacerations * Manual handling of long flashing pieces * Wind catching flashing during installation * Working at height * Sealant chemical exposure | **Medium (3)** | **PRE (Medium-3): Controls in place.**  **Engineering:** Flashings pre-formed to correct profile **—** Minimal on-site bending. Long flashings handled by two workers minimum. Tag lines on flashings being installed at height in wind. Sharp edges deburred before installation.  **Admin:** Flashing installation sequence per cladding design **—** Installed before panel closure. Overlap direction and weatherlap dimensions confirmed per specification. Sealant compatibility with cladding system verified **—** No silicone on painted surfaces unless specified.  **PPE:** Cut-resistant gloves. Eye protection. Steel capped footwear. Harness when working at height.  **STOP WORK if:** Flashing profile incorrect **—** Wind making handling unsafe **—** Sealant compatibility not confirmed **—** Overlap direction wrong (will trap water). | **Low (1)** | Worker / Sub-Contract Worker | **PRE-M3** |
| **Asbestos Cement Sheet — Identification and Management**  Identification, assessment, and management of asbestos-containing materials (ACM) encountered during cladding works. Includes non-friable ACM handling under 10m² and interface with licensed asbestos removalists for larger quantities or friable material. | | * Inhalation of asbestos fibres **—** Mesothelioma, asbestosis, lung cancer * Uncontrolled fibre release during disturbance * Contamination of work area * Incorrect disposal | **High (9)** | **HAZ (High-9) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Hazardous materials survey completed by competent person (occupational hygienist or licensed assessor) **—** All ACM identified, labelled, and documented in asbestos register 2. **If ACM identified:** asbestos management plan in place per WHS Regulation Chapter 8. Non-friable <10m²: Class B licence holder on site. Friable or >10m²: Class A licence holder required 3. Air monitoring arranged for removal works per SafeWork NSW Code of Practice **—** Clearance certificate required before general work resumes in area 4. Workers involved in ACM work hold current asbestos awareness training (minimum) **—** Removal workers hold appropriate licence class   **Engineering:**   * Wet methods for all ACM disturbance **—** PVA spray before cutting or drilling. No power tools on ACM unless equipped with HEPA-filtered dust extraction. Containment enclosure for removal works. HEPA vacuum for clean-up **—** No dry sweeping.   **Admin:**   * Asbestos register reviewed before any cladding removal commences. Any suspected ACM tested before disturbance **—** Presume asbestos until tested. Waste double-bagged in labelled asbestos bags, disposed of at licensed facility with tracking documentation. Clearance inspection and certificate before area released for general work.   **PPE:**   * P2 respirator minimum for non-friable ACM work. Half-face P3 with particulate filter for friable ACM. Disposable Type 5/6 coveralls **—** Removed and bagged before leaving work area. Eye protection. Cut-resistant gloves.   **STOP WORK if:**   * Suspected ACM encountered without prior identification **—** Any ACM found friable or damaged **—** Removal area not enclosed **—** Air monitoring not in place **—** Workers without appropriate training or licence **—** ACM waste not correctly contained **—** Clearance certificate not obtained before area released. | **Low (2)** | Supervisor / Worker | **HAZ-H9** |
| **Sealant Replacement and Recaulking** Removal of deteriorated sealant and application of new sealant to expansion joints, window perimeters, balcony interfaces, and service penetrations. | | Laceration from blade during old sealant removal. Dropped tools or sealant guns from height. Isocyanate exposure if sealant is polyurethane-based. | **Medium (4)** | **PRE (Medium-4): Controls in place.Engineering:** Mechanical joint preparation **—** Oscillating tool or hook blade to remove old sealant **—** If joint widening requires cutting into concrete or masonry apply Silica controls **Engineering:** Backer rod installed to correct depth before sealant application **—** Confirm joint profile per manufacturer's specification **Admin:** SDS reviewed for sealant and primer products **—** On site before use. Product compatibility confirmed with substrate and adjacent coatings **PPE:** Nitrile gloves (chemical-resistant), eye protection, P2 respirator if enclosed space **STOP WORK if:** Joint preparation exposes silica-bearing material without silica controls in place **—** SDS not available **—** Product applied to wet or contaminated joint **—** Sealant product past expiry | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **PRE-M4** |
| **Surface Preparation — Non-Silica-Lead** Hand and powered surface preparation where silica-bearing dust is not generated. Includes scraping, sanding of previously painted surfaces, light abrasion of metal, and cleaning prior to coating. | | Dust inhalation from dry sanding painted surfaces. Flying debris and paint chips at face and eye level. Chemical exposure from cleaning agents, sugar soap, and fillers. Electric shock from 240V tools in wet or damp conditions. | **Medium (4)** | **PRE (Medium-4): Controls in place.**  **Engineering:** Use HEPA vacuum fitted to any powered sanders **—** Drop sheets to protect surfaces and contain debris **—** RCD protection for all 240V tools/leads (test & tag in date) **—** Battery tools preferred in damp/wet areas  **Admin:** SDS reviewed for all chemical paint removers and cleaning agents **—** On site before use. Workers briefed on SDS hazards and first aid  **PPE:** P2 respirator (minimum), steel capped footwear, eye protection, hearing protection (>85 dB), cut-resistant gloves or nitrile gloves, long sleeves.  **STOP WORK if:** Lead paint or suspected or detected **—** Dust extraction fails on powered sander **—** SDS not available for chemical product brought onto site | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **PRE-M4** |
| **Hazardous Chemicals — Paints, Solvents, and Coatings** Storage, handling, mixing, and application of all paints, primers, sealers, solvents, curing compounds, and chemical products used in cleaning, painting and remedial works. | | Inhalation of VOCs, solvent vapours, and chemical fumes. Skin and eye contact with paints, solvents, and epoxies. Allergic sensitisation from isocyanates (Polyurethane Sealants). Fire or explosion from flammable solvents. Environmental contamination from spills. | **Medium (4)** | **HAZ (Medium-4): Controls in place.Engineering:** No solvent-based application in unventilated areas **—** **Chemical storage:** flammable liquids separated from ignition sources, direct sun, and incompatible materials **—** Quantities kept to daily need only on scaffold **—** Spill response equipment must be available where chemicals are decanted on site; minimum capacity to manage 110% of the largest container in the area, with drains protected and waste contained for disposal. **Admin: SDS for every product on site** **—** Current version (within 5 years). Workers briefed on product hazards, PPE requirements, and first aid before first use of each product **—** Hazardous Substance Register maintained **—** Separate SWMS required if spray-applying isocyanate products (2-pack systems).**PPE:** Chemical-resistant gloves (nitrile minimum), eye protection or goggles (splash risk), P2 respirator with organic vapour cartridge (solvent-based products), long sleeves and coveralls as required by SDS. **STOP WORK if:** SDS not available for product in use **—** Ventilation inadequate (fumes detectable at breathing zone) **—** Chemical spill not contained **—** Worker reports symptoms of chemical exposure (headache, nausea, dizziness, skin irritation) **—** **In the event of suspected exposure, call the Poisons Information Centre on 131126** | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **HAZ-M4** |
| **Manual Handling** Lifting, carrying, pushing, and pulling of materials, tools, and equipment. Includes paint drums, scaffold components, ladders, and sheet materials. | | Musculoskeletal injury from lifting, awkward postures, or repetitive tasks. Crush injury from dropped loads. Strain from carrying materials on stairs or uneven surfaces. | **Medium (3)** | **PRE (Medium-3): Controls in place.**  **Engineering:** Mechanical aids first **—** Trolleys and powered scaffold-mounted materials winch/hoist >20 kg or repetitive carries **—** Paint in manageable container sizes (≤20L preferred) **—** Team lifts for awkward or heavy items minimum 2 persons for 20L drums on stairs or pass between scaffold decks  **Admin:** Pre-task assessment of manual handling risks **—** Route, load weight, distance, stairs, and obstacles **—** Plan delivery to minimise carry distances **—** Powered scaffold-mounted materials winch/hoist on plant and equipment register to confirm in service with OEM requirements  **PPE:** Steel capped footwear, cut-resistant gloves, long sleeves  **STOP WORK if:** Worker reports pain or strain **—** Access route obstructed **—** Powered scaffold-mounted materials winch/hoist SWL unknown, damaged rope/hook, bracket movement, exclusion zone breach, electrical fault/RCD trip and unsafe wind conditions | **Low (1)** | Worker / Sub-Contract Worker | **PRE-M3** |
| **Housekeeping and Waste Management** Ongoing site cleanliness, waste segregation, and material storage throughout all painting and remedial activities. | | Slip, trip, and fall from debris, spills, or cluttered work areas. Environmental contamination from paint waste, solvents, or chemical residue. Fire from accumulated waste or flammable materials. | **Low (2)** | **PRE (Low-2): Controls in place.**  **Engineering: Never block fire exits or fire escape corridor and stairwells** **—** Designated waste bins **—** General waste, recyclable, and hazardous (paint, solvent, chemical containers)  **Admin:** Clean-as-you-go policy **—** Each work area cleared of debris and waste at end of each task and end of day **—** Paint and solvent waste disposed complies with EPA requirements **—** Not poured into stormwater, drains, or ground.  **PPE:** Steel capped footwear, nitrile gloves for handling paint waste and chemical containers  **STOP WORK if:** Fire risk from accumulated flammable waste **—** Work area too cluttered to maintain safe access/egress | **Low (1)** | Worker / Sub-Contract Worker | **PRE-L2** |
| **Hot and Dangerous Weather** Work in high temperatures, direct sun, rain, wind, and electrical storms. Applicable to all outdoor tasks. | | Heat stress, heat stroke, and dehydration. Slip hazard from wet surfaces. Wind dislodging materials or affecting scaffold stability. Lightning strike. UV exposure. | **Medium (3)** | **SYS (Medium-3): Controls in place.Engineering:** Cool drinking water available within 50m of all work positions **Admin:** Monitor Bureau of Meteorology forecasts daily. Adjust work schedule in extreme heat **—** **Wind triggers**: >40 km/h suspend all elevated work (scaffold, EWP, fall restraint, rope access) >60 km/h **—** Suspend all outdoor work and secure materials **—** **Lightning:** if thunder heard or lightning seen **—** Cease all outdoor work immediately. Do not resume until 30 minutes after last observed lightning/thunder **PPE:** Long sleeves (UPF-rated), broad-brim hard hat or sun brim attachment, sunscreen SPF 50+, eye protection with UV protection **STOP WORK if:** Worker shows signs of heat stress **—** Wind exceeds trigger thresholds **—** Lightning within 10 km **—** Rain making surfaces unsafe for elevated work | **Low (2)** | Supervisor / Worker / Sub-Contract Worker | **SYS-M3** |

| **SWMS Amendments (more space at the end of this document)** | | | | | |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Risk Level** | **Description of consequence or impact** | **Consequence** | **Likelihood/Probability** | | |
| **Unlikely (1)** | **Possible (2)** | **Almost Certain (3)** |
| **High**  Level of harm | Actual/Potential fatality, disability or irreversible damage. Major structural failure/damage. Off-site environmental discharge/release not contained and significant long-term environmental harm. | **Major (3)** | **Medium (3)** | **High (6)** | **High (9)** |
| **Medium**  Level of harm | Actual/Potential temporary disability, MTI or LTI. Structural failure/damage, >1-day outage. On-site environmental discharge/release contained, minor remediation, short-term environmental harm. | **Moderate (2)** | **Low (2)** | **Medium (4)** | **High (6)** |
| **Low**  Level of harm | Incident that has the potential to cause persons to require first aid. Environmental discharge/release immediately contained, minor level clean-up with no short-term environmental harm. | **Minor (1)** | **Low (1)** | **Low (2)** | **Medium (3)** |
| **Level** | **Likelihood/Probability** | | | | |
| Almost Certain | Occurs frequently; >66% chance of occurring | | | | |
| Possible | Could happen occasionally; >33% but <66% chance of occurring | | | | |
| Unlikely | May occur only in exceptional circumstances; <33% chance of occurring | | | | |
| **Class/Ranking** | **Description/Requirements** | | | | |
| High 6, 9 | Stop immediately. Implement controls. Controls recorded on a SWMS. | | | | |
| Medium 3, 4 | Planned control. Controls recorded on a SWMS. | | | | |
| Low 1, 2 | Managed via routine procedure. | | | | |

**Under WHS Act s18, “reasonably practicable” requires consideration of likelihood of risk, degree of harm, what the person knows about the hazard, availability and suitability of controls, cost vs risk. If you cannot show how that decision was made, the action becomes harder to defend after an incident.**

|  |  |
| --- | --- |
| **Relevant legislation:** | WHS Act 2011 (NSW), WHS Regulation 2017 (NSW), applicable NSW Codes of Practice, AS/NZS 2311 (Painting of Buildings), AS/NZS 1576 (Scaffolding), AS/NZS 1891 (Industrial Fall-Arrest Systems), AS 4361.2 (Guide to Lead Paint Management), AS 1940 (Storage and Handling of Flammable and Combustible Liquids), SafeWork NSW Construction Work Code of Practice, Managing the Risk of Falls at Workplaces Code of Practice, Managing Risks of Hazardous Chemicals in the Workplace Code of Practice. |
| **Frequency of review and site inspections:** | **This SWMS will be reviewed:** before work commences on each new site, when site conditions change materially, after any incident, near-miss, or hazard report, at minimum 12-monthly, when legislation or codes of practice change, when new work methods, products, or equipment are introduced. |

|  |  |
| --- | --- |
| **PPE required:** | Steel capped footwear (AS/NZS 2210.3) • High-vis vest (AS/NZS 4602) or long sleeves • Eye protection (AS/NZS 1337.1) • P2respirator (AS/NZS 1716) **—** Mandatory for silica, spray painting, lead, and solvent-based products • Hearing protection (AS/NZS 1270) **—** Mandatory >85 dB • Chemical-resistant gloves (nitrile minimum) • Full-body harness (AS/NZS 1891.1) **—** For all work at height without guardrails • Sun protection **—** Long sleeves, sunscreen SPF 50+, UV safety glasses • Hard hat (AS/NZS 1801) worn during scaffold erection and dismantling. |
| **List the permits, certificates, SafeWork NSW Approvals, required to complete the work:** | Scaffold licence (basic or advanced as required). EWP licence (WP class). Working at Heights training (current within 2 years). Confined Space entry permit (if applicable). Hot Works permit (if applicable). |
| **List of the training required by workers to commence the work:** | Construction Industry Induction Card (White Card) and SWMS induction. Product-specific SDS briefing. Working at Heights (for any elevated work). EWP operation (for EWP use). Scaffold user awareness (for scaffold use). Lead-safe work practices AS 4361.2 (if lead paint present). Silica awareness training (if silica tasks). First aid (minimum 1 per site). |
| **List the qualifications of workers doing the work:** | Trade certificate or demonstrated competence in painting and surface preparation. Scaffolding licence (basic/advanced) for scaffold erection. EWP licence (WP class) for EWP operation. IRATA/ARAA certification for rope access (if applicable). |
| **List of plant and equipment that will be used on site:** | Scaffold (mobile and fixed). EWP **—** Boom lift, scissor lift. Pressure washer. Airless spray unit. Power tools **—** Angle grinder, rotary hammer, orbital sander, oscillating tool. Extension leads and portable RCDs. Ladders (A-frame, extension). Trolleys and material hoists. |
| **List maintenance checks for plant and equipment:** | All plant and equipment maintained per OEM’s schedule. Test-tag on all 240V tools and leads **—** 3-monthly per AS/NZS 3012. Scaffold inspection per AS/NZS 1576. EWP pre-start daily. Harness inspection 6-monthly. Fire extinguisher serviced 6-monthly. |
| **Hazardous substances:** | Chemical register maintained **—** All paints, primers, sealers, solvents, sealants, and chemical products listed with current SDS (within 5 years). SDS available on site always. Flammable liquids stored in compliant cabinet per AS 1940. |
| **Working at Heights Risk Assessment (if applicable)** | **Fall prevention hierarchy applied:** eliminate > isolate > minimise. Guardrails preferred. Fall restraint before fall arrest. Rescue plan documented for all harness work. Working at Heights licence/training verified before elevated work commences. |

| **WORKER INDUCTION SIGNOFF** | | | |
| --- | --- | --- | --- |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |
| **Date:** | **Name:** | **Signature:** | *I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.* |

| **SWMS Amendments** | | | | | |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |