■ **Description:**

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| **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** |
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| **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** |
| **Screed Pump Setup, Hose Connection and Pressure Testing**  *[Position line pump, connect delivery hoses, inspect all couplings and safety clips, pressure test before pumping.]* | | * High-pressure injection injury from pump line **—** Sand/cement injected under skin causes tissue necrosis, compartment syndrome, potential amputation or death * Hose whip from coupling failure * Manual handling of pump components and delivery hoses * Electrical hazard from pump motor | **High (6)** | **ENE (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Pump operator trained and competent in specific pump model **—** Training records sighted 2. All delivery line couplings inspected, secured, and safety clips/pins confirmed **—** No worn or damaged fittings 3. Pressure test completed at rated working pressure before pumping screed **—** No leaks, no coupling movement 4. Exclusion zone established around pump and full length of delivery line **—** No personnel in hose whip zone during start-up and priming   **Engineering:**   * Hose clamps and couplings rated to pump maximum pressure **—** Safety whip checks on all hose joints **—** Delivery line secured and supported to prevent movement **—** RCD protection on electric pump   **Admin:**   * Pump manufacturer operating manual on site **—** Daily pre-start inspection recorded **—** Hose and coupling replacement schedule maintained **—** Emergency shutdown procedure briefed to all workers   **PPE:**   * Steel-capped footwear, eye protection, hearing protection (>85 dB), cut-resistant gloves, hi-vis vest or shirt   **STOP WORK if:**   * Hose coupling leaking or damaged **—** Pump pressure exceeds rated limit **—** Delivery line unsecured or unsupported **—** Blockage in line (do not attempt to clear under pressure) **—** Electrical fault on pump motor | **Low (2)** | Supervisor / Pump Operator | **ENE-H6** |
| **Material Preparation and Mesh Placement**  *[Handle and stage cement and sand bags, cut and lay galvanised steel mesh reinforcement to specification.]* | | * Manual handling of cement and sand bags (20–25 kg) * Cement dust inhalation and alkaline skin/eye contact * Cut and puncture injuries from mesh handling and cutting * Slip and trip on materials and offcuts | **Medium (4)** | **ENV (Medium-4): Controls in place.**  **Engineering:** Mechanical aids for repetitive bag handling where available **—** Mesh cut with bolt cutters (not angle grinder) to reduce sparks and noise **—** Material staged to minimise carry distances  **Admin:** SDS for cement reviewed **—** Correct mix ratio confirmed (1:3 or 1:4 cement:sand per specification) **—** Mesh specification and lap requirements confirmed before placement **—** Rotate workers on manual handling tasks  **PPE:** P2 dust mask (dry cement handling), eye protection, chemical-resistant gloves (nitrile), steel-capped footwear, long sleeves  **STOP WORK if:** SDS not available for cement product **—** Mesh specification not confirmed **—** Manual handling of bags >25 kg without mechanical aids | **Low (1)** | Supervisor / Worker | **ENV-M4** |
| **Screed Pumping, Placement and Levelling**  *[Pump sand/cement screed via delivery line, place to specified thickness, screed and level to falls.]* | | * Alkaline burns from wet cement screed (pH 12–13) * Slip hazard on wet screed surface * Noise from pump operation * Manual handling strain from screeding and levelling * Hose movement and trip hazard | **Medium (4)** | **ENV (Medium-4): Controls in place.**  **Engineering:** Delivery hose routed and secured to prevent trip hazard **—** Non-slip walkways maintained around pour area **—** Pump operator maintains visual contact with nozzle operator at all times  **Admin:** Pour sequence planned to avoid workers walking on fresh screed **—** Nozzle operator and pump operator communicate via agreed signals (radio or hand) **—** Skin contact with wet screed washed immediately with clean water **—** Screed thickness confirmed against specification during placement  **PPE:** Waterproof boots, chemical-resistant gloves (nitrile), eye protection, hearing protection (>85 dB), hi-vis vest or shirt, long sleeves  **STOP WORK if:** Communication between pump and nozzle operator fails **—** Screed mix consistency incorrect (too wet or too dry to pump) **—** Hose unsecured or moved from supported position | **Low (1)** | Supervisor / Pump Operator / Worker | **ENV-M4** |
| **Pump Cleanup, Washout and Demobilisation**  *[Flush delivery lines, contain washout water, disconnect hoses, clean and remove pump from site.]* | | * Alkaline washout water **—** Environmental contamination if discharged to stormwater * High-pressure water during line flush * Manual handling during hose disconnection and pump removal * Slip on wet surfaces | **Medium (4)** | **ENV (Medium-4): Controls in place.**  **Engineering:** Washout water contained in designated bund or container **—** No discharge to stormwater drains, gutters, or ground **—** Pump depressurised before disconnecting any coupling  **Admin:** Washout location agreed before pumping commences **—** Washout water pH tested if discharge to sewer required (council approval) **—** All hoses and couplings cleaned, inspected, and stored **—** Site left clean and free of screed residue  **PPE:** Waterproof boots, chemical-resistant gloves (nitrile), eye protection, hi-vis vest or shirt  **STOP WORK if:** No containment available for washout water **—** Pump not fully depressurised before disconnection | **Low (1)** | Supervisor / Pump Operator | **ENV-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** |
| **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)** | | | | | |
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| **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.**

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| **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. |

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| **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** | | | |
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| **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.* |
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| **SWMS Amendments** | | | | | |
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