■ 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** |
| **EWP Selection and Suitability Assessment**  Assessment of work requirements and selection of appropriate EWP type (boom lift, scissor lift, mast lift, truck-mounted) based on reach, capacity, ground conditions, and site access constraints. | | Wrong EWP type for task **—** Insufficient reach, capacity, or stability. Ground conditions not suitable for EWP weight. Access route inadequate for EWP dimensions. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. EWP type selected matches task requirements: working height, horizontal reach, platform capacity (workers + tools + materials), and indoor/outdoor use 2. Ground bearing capacity confirmed adequate for EWP fully loaded weight including outriggers **—** Geotechnical advice where ground conditions uncertain 3. Site access assessed: delivery route, gates, ramps, overhead clearance, and storage/charging location confirmed before EWP arrives on site 4. EWP manufacturer specifications reviewed **—** Operating envelope, wind limits, slope limits confirmed suitable for site conditions   **Engineering:**   * Ground preparation: compacted hardstand or steel plates under outriggers/wheels on soft ground. Overhead hazard survey: power lines, structures, tree canopy **—** Safe clearance distances confirmed. Level/slope assessment for scissor lifts **—** Maximum slope per manufacturer specification.   **Admin:**   * EWP selection documented in work plan **—** Type, model, capacity, reach, and hire company recorded. Delivery/collection schedule coordinated with site logistics. Charging infrastructure for electric EWPs confirmed. Insurance and registration current for truck-mounted EWPs.   **PPE:**   * As per EWP operation tasks below.   **STOP WORK if:**   * EWP delivered does not match specification **—** Ground conditions not suitable **—** Access route inadequate **—** Overhead hazards not cleared **—** EWP capacity insufficient for task requirements. | **Low (2)** | Supervisor | **WAH-H6** |
| **EWP Delivery, Positioning, and Setup**  Delivery, unloading, transport to work position, and setup of EWP including outrigger deployment, levelling, and securing. Covers both self-propelled and trailer-mounted EWPs. | | Crush during unloading. Tip-over during transport to work position. Damage to underground services from EWP weight. Collision with structures during positioning. Unauthorised movement. | **High (6)** | **MOB (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. HY Plant Safety Verification completed upon EWP arrival **—** Plant approved for use by HY, verification sticker displayed, registered in HammerTech 2. Delivery vehicle access route confirmed clear: overhead clearance, ground capacity, turning circles assessed 3. Unloading area level, firm, and clear of workers **—** Spotter in place during unloading 4. Underground services confirmed clear under EWP operating position **—** No positioning over pits, trenches, or voids 5. Outriggers fully deployed on firm ground or rated packing **—** Spirit level used to confirm EWP level within manufacturer tolerance   **Engineering:**   * Outrigger pads or steel plates sized for ground bearing capacity. Wheel chocks on trailer-mounted units. Stabiliser interlocks confirmed functional. EWP positioned on level ground **—** Maximum slope per manufacturer specification for travel.   **Admin:**   * Traffic management plan if EWP positioned on road or footpath. Overnight security **—** Keys removed, controls locked, area barricaded. Daily setup check before first use each day. Ground conditions re-assessed after rain. Insurance and registration current for all EWPs.   **PPE:**   * Hard hat and steel capped footwear during setup. High-vis vest or shirt. Cut-resistant gloves.   **STOP WORK if:**   * Ground soft or unstable **—** Outriggers not fully deployed **—** EWP not level **—** Underground services not confirmed clear **—** Unloading area not clear of workers **—** Stabiliser interlock not functioning. | **Low (2)** | Supervisor / Operator | **MOB-H6** |
| **EWP Pre-Start Inspection and Daily Checks**  Daily pre-start inspection of EWP covering structural, mechanical, hydraulic, electrical, and safety systems. Includes function testing of all controls (ground and platform), emergency lowering, and safety devices. | | Undetected defect leading to platform failure, collapse, or entrapment. Hydraulic failure at height. Electrical fault. Brake failure. Control malfunction. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Pre-start checklist completed before first use each day **—** All items inspected and recorded 2. Emergency lowering system tested from platform and ground controls **—** Confirmed functional 3. Platform guardrails, mid-rails, toe boards, and gate/chain complete and secure 4. Secondary operator protective devices checked **—** Guards that protect operator from entrapment/crush between platform and structures confirmed functional per HY EWP Quick Guide 5. Scissor lift platform controls protection checked **—** Guards around controls to prevent accidental operation or snagging confirmed in place 6. Hydraulic system: no leaks, hoses not abraded, fluid level correct   **Engineering:**   * All structural pins and bolts inspected **—** No cracks, deformation, or missing pins. Tyres/wheels **—** Condition and inflation correct. Battery charge adequate for planned work duration (electric units). Boom/scissor mechanism **—** Smooth operation, no jerking or unusual noise.   **Admin:**   * Pre-start checklist recorded in EWP log book. Any defect: EWP locked out and tagged **—** Not used until repaired by qualified technician. Operator familiarisation completed for EWP model **—** Controls, capacity, wind limits. Current 10-year major inspection certificate sighted. Manufacturer service intervals confirmed current **—** Service log checked on delivery.   **PPE:**   * Harness and lanyard (boom lifts) **—** Inspected before each use. Hard hat. Steel capped footwear.   **STOP WORK if:**   * Any pre-start defect not rectified **—** Emergency lowering not functional **—** Guardrails incomplete **—** Hydraulic leak **—** 10-year inspection overdue **—** Operator unfamiliar with EWP model. | **Low (2)** | Operator | **WAH-H6** |
| **EWP Operation — Boom Lift**  Operation of articulated and telescopic boom lifts for work at height. Covers platform loading, operation, positioning, and safe work practices at height. | | Fall from platform. Platform tip-over. Entrapment/crush against structures. Electrocution from overhead power lines. Ejection from platform during operation. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Operator holds current SafeWork NSW HRW licence **—** WP class for boom lift 2. Harness and short lanyard attached to designated anchor point on platform **—** Lanyard length prevents ejection 3. Platform load does not exceed rated capacity **—** Workers, tools, and materials weighed/estimated and confirmed within limit 4. Overhead power line safe approach distances confirmed **—** Minimum distances per AS/NZS 4576 (Table 3.1)   **Engineering:**   * Platform gate/chain closed during operation. Harness lanyard attached to manufacturer-designated anchor point only **—** Never to guardrail. Outriggers fully deployed where fitted. Ground-level emergency controls accessible and unobstructed at all times.   **Admin:**   * Spotter on ground during operation near structures, overhead hazards, or in traffic areas. Support personnel for boom lifts >11m must hold WP HRWL per HY Work at Height procedure. Communication between operator and ground crew **—** Radio or hand signals. Wind monitoring **—** Cease operations above 40 km/h or manufacturer limit. No modification to platform (planks, ladders, or boxes to extend reach).   **PPE:**   * Full body harness (AS/NZS 1891.1) with short restraint lanyard. Hard hat **—** Chinstrap in windy conditions. Steel capped footwear. High-vis vest or shirt.   **STOP WORK if:**   * Wind exceeds limit **—** Operator not licenced **—** Harness not worn or not attached **—** Platform overloaded **—** Approaching power lines closer than safe distance **—** Ground conditions changed (rain, soft ground) **—** Any mechanical, hydraulic, or electrical fault **—** Worker attempts to climb out of platform at height. | **Low (2)** | Supervisor / Operator | **WAH-H6** |
| **EWP Operation — Scissor Lift**  Operation of scissor lifts (slab, rough terrain, and narrow) for work at height. Covers travel, elevation, positioning, and safe work practices at height. | | Tip-over on uneven ground or slope. Fall from platform. Crush between platform and structure. Pothole or edge roll-off. Unauthorised use. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Operator holds current EWPA Yellow Card **—** SL class for scissor lift. (Note: WP HRWL is for boom lifts >11m only **—** Not required for scissor lifts.) 2. Ground/floor surface assessed: level within manufacturer tolerance, firm, no potholes/edges/voids within travel path 3. Platform load confirmed within rated capacity 4. Outriggers or pothole guards deployed as required by manufacturer for operating height   **Engineering:**   * Guardrails, mid-rails, toe boards, and gate complete. Pothole guards deployed when elevated. No travel while elevated unless manufacturer permits **—** And then only on confirmed level surface. Tilt alarm and cut-out functional.   **Admin:**   * Operating area inspected for floor openings, edges, and overhead hazards before elevating. Barricading around base if operating in traffic area. No driving near edges, ramps, or loading docks when elevated. Battery charge checked **—** Adequate for planned duration.   **PPE:**   * Hard hat. Steel capped footwear. High-vis vest or shirt. Harness and lanyard required only if manufacturer specifies or if working above guardrail height.   **STOP WORK if:**   * Ground/floor not level **—** Pothole guards not deployed **—** Tilt alarm sounding **—** Operating near unprotected edge **—** Wind exceeding manufacturer limit **—** Any mechanical fault **—** Operator not licenced. | **Low (2)** | Supervisor / Operator | **WAH-H6** |
| **EWP Operation — Truck-Mounted / Trailer-Mounted**  Operation of vehicle-mounted EWPs (truck-mounted boom lifts, cherry pickers, trailer-mounted units) on public roads, footpaths, and construction sites. Includes traffic management requirements. | | Vehicle instability **—** Outrigger failure or soft ground. Traffic collision. Overhead power line contact. Pedestrian interaction on footpath. Vehicle roll-away. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Vehicle registration and insurance current. Operator holds HRW licence (WP class) plus appropriate vehicle licence class 2. Traffic management plan (TMP) implemented: council permit obtained, signage and cones deployed per AS 1742.3, traffic controller engaged if required 3. Outriggers on firm ground **—** Full deployment on all four corners. Steel plates or packing under outriggers on soft or uneven surfaces 4. Overhead power line clearance confirmed **—** No operation within safe approach distance per AS/NZS 4576 without network operator approval   **Engineering:**   * Vehicle handbrake engaged and wheel chocks in place. Outriggers fully extended and locked **—** Level confirmed. PTO and hydraulic system pre-checked. Ground bearing capacity assessed **—** Steel plates deployed.   **Admin:**   * Council road/footpath occupation permit obtained. Traffic management plan implemented **—** Signs, cones, traffic controllers per permit conditions. Pedestrian detour in place if footpath occupied. Vehicle inspection by operator before road travel. After-hours work conditions checked if applicable.   **PPE:**   * Full body harness with restraint lanyard (boom-type truck mounts). Hard hat. High-vis vest or shirt **—** Class D/N as required for road work. Steel capped footwear.   **STOP WORK if:**   * Outriggers not fully deployed **—** Vehicle not level **—** Traffic management not in place **—** Approaching power lines **—** Council permit not current **—** Wind exceeds limit **—** Pedestrians entering work zone **—** Ground soft or unstable. | **Low (2)** | Supervisor / Operator | **WAH-H6** |
| **EWP Rescue Procedures**  Emergency rescue of incapacitated operator from elevated EWP platform. Covers ground-level override controls, emergency lowering procedures, and medical emergency response at height. | | Delayed rescue **—** Suspension trauma in harness (positional asphyxia). Inability to reach incapacitated operator. Ground-level controls obstructed or not functional. Medical emergency at height. | **High (9)** | **WAH (High-9) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Rescue plan addresses three distinct scenarios per HY Work at Height procedure: (a) rescue of incapacitated operator from platform via ground-level override, (b) rescue of operator suspended in harness after ejection/fall from platform, (c) medical emergency at height requiring casualty lowering 2. Ground-level emergency controls location confirmed by all crew **—** Tested before each shift 3. Rescue procedure rehearsed by all workers on site who may need to perform rescue **—** Minimum quarterly practice 4. Suspension trauma awareness: all harness wearers briefed on symptoms and relief procedures **—** Trauma straps fitted to harnesses 5. Emergency services contact confirmed **—** Nearest hospital with trauma capability identified   **Engineering:**   * Ground-level emergency lowering controls accessible and unobstructed at all times **—** Keys available on site. Emergency lowering speed adequate to recover operator within 6 minutes of suspension onset.   **Admin:**   * Rescue procedure documented and displayed at EWP ground-level controls. Minimum two persons on site when EWP in use **—** One at ground level at all times. First aid trained person on site. Emergency lowering procedure practised at start of each new project or EWP model.   **PPE:**   * Trauma straps fitted to harnesses **—** Operator trained in self-deployment.   **STOP WORK if:**   * Ground-level controls not functional **—** No second person available on site **—** Rescue procedure not rehearsed **—** Trauma straps not fitted to harnesses **—** Emergency lowering not tested. | **Low (2)** | Supervisor / Worker | **WAH-H9** |
| **EWP and Pedestrian/Vehicle Interface**  Management of interaction between operating EWP and pedestrians, vehicles, and other site traffic. Includes exclusion zones, traffic management, and spotter requirements. | | Collision between EWP and pedestrian. Vehicle striking EWP or outriggers. Objects falling from platform onto persons below. Outriggers encroaching on traffic lane. | **Medium (4)** | **TRF (Medium-4): Controls in place.**  **Engineering:** Physical barricading around EWP operating area **—** Mesh fence or water barriers for roadside. Outrigger visibility: reflective markers on extended outriggers. Drop zone containment **—** Toe boards on platform, tool lanyards, no loose items on platform.  **Admin:** Exclusion zone maintained during operation **—** Minimum 3m from base plus swing radius. Spotter assigned in pedestrian areas. Traffic management plan if operating on or adjacent to roadway. Communication between operator and ground crew at all times. Pedestrian detour signage if footpath blocked.  **PPE:** High-vis vest or shirt **—** Class D/N if roadside. Hard hat for all ground personnel in exclusion zone.  **STOP WORK if:** Pedestrians breaching exclusion zone **—** Traffic management not in place **—** Spotter not available in pedestrian area **—** Barricading displaced **—** Objects falling from platform **—** Vehicle approaching outriggers. | **Low (2)** | Supervisor / Worker | **TRF-M4** |
| **EWP Overhead Hazards — Electrical, Structures**  Management of overhead hazards when operating EWP including power lines, building structures, tree canopy, cranes, and other overhead equipment. | | Electrocution from contact with overhead power lines (highest risk). Crush between platform and building structure, soffit, or beam. Entanglement with cables or conduit. Platform contact with tree branches. | **High (9)** | **ELE (High-9) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Overhead power line survey completed: all lines within EWP operating radius identified, voltages confirmed with network operator, safe approach distances per AS/NZS 4576 Table 3.1 confirmed 2. If safe approach distance cannot be maintained: line de-energisation or insulation arranged with network operator **—** Written confirmation obtained before work commences 3. Height limiter set on EWP to prevent approach to overhead structure where crush risk exists 4. Spotter on ground with clear view of boom tip/platform and overhead hazards **—** Continuous communication with operator   **Engineering:**   * Tiger tails or visual markers on power lines where approved by network operator. Height limiter or zone restriction set on EWP where overhead structures present. Insulated platform (if available) for work near energised lines.   **Admin:**   * Power line safety plan documented **—** Safe approach distances displayed at ground-level controls. All crew briefed on power line locations and safe distances before work commences. Dial Before You Dig and network operator consulted. Emergency procedure for electrical contact briefed: do not touch EWP, operator to jump clear if safe to do so, call 000.   **PPE:**   * Harness and lanyard. Hard hat. Insulating gloves if working near energised equipment (by qualified electrician only). Steel capped footwear.   **STOP WORK if:**   * Safe approach distance to power line compromised **—** Spotter not in position **—** Power line not identified on safety plan **—** Height limiter not set **—** Any contact with overhead structure **—** Platform operator cannot see boom tip. | **Low (2)** | Supervisor / Operator | **ELE-H9** |
| **EWP Ground Conditions and Stability**  Assessment and management of ground conditions for EWP stability including soft ground, slopes, underground voids, recently excavated areas, and changing conditions from weather. | | EWP tip-over from ground failure. Outrigger sinking. Travel over soft or uneven ground. Instability from underground void or recently backfilled area. | **High (6)** | **WAH (High-6) CCVS HOLD POINTS:**  **HOLD POINT — Do not commence until:**   1. Ground assessment completed: surface type, bearing capacity, slope, underground services/voids identified and documented 2. Outrigger pad size and material confirmed adequate for ground bearing capacity **—** Engineering advice if soft or uncertain ground 3. No operation over or adjacent to recent excavation, backfill, or underground void without engineering confirmation of bearing capacity 4. After rain: ground conditions re-assessed before operation **—** Soft areas identified and avoided or reinforced   **Engineering:**   * Steel plates or engineered packing under outriggers on all surfaces except confirmed concrete or bitumen. Ground reinforcement (geotextile, crushed rock, or engineered platform) where soft ground and extended EWP use planned. Level monitoring **—** Spirit level on platform checked periodically during operation.   **Admin:**   * Ground condition assessment documented in EWP daily log. Geotechnical advice obtained where ground conditions uncertain. Travel routes surveyed for potholes, edges, and soft spots. Drain covers and pit lids assessed for EWP wheel loads.   **PPE:**   * Steel capped footwear for all ground crew. Hard hat. High-vis vest or shirt.   **STOP WORK if:**   * Outrigger sinking or ground deformation observed **—** EWP not level **—** Soft ground after rain not assessed **—** Operating over unconfirmed backfill or void **—** Slope exceeds manufacturer tolerance **—** Ground cracking. | **Low (2)** | Supervisor / Operator | **WAH-H6** |
| **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** | | | | | |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |