

Fresh Start

Safe Work Method Statement

version 1.0

Activity / Task: **Site Cleaner - Manual**

Project / Location: All Jobs

Company: Fresh Start

Signed by: Chris Moerman

Date: 09/11/2015

Principle Contractor: Cape Cod

Accepted by: Tara Antonioli

Date: 15/07/2016

Steps	Potential Hazards	Controls / Responsible Person(s)
1. Access to site	<ul style="list-style-type: none">● Slips, trips, falls and accessibility● UV / weather exposure.	<ul style="list-style-type: none">● Site specific induction. By: Fresh Start● All "workers" to read the General Construction Safety Plan signage and Risk Assessment form before entering site. By: Fresh Start● Tool box talk to highlight any WHS concerns relative to the site. By: Fresh Start● Ensure that the site and work place access is unobstructed. By: Fresh Start● Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible. By: Fresh Start● Provision of designated waste areas. By: Principle Contractor● Storage of materials in designated areas. By: Fresh Start
2. Unloading plant, equipment and tools	<ul style="list-style-type: none">● Public access● Manual handling injuries● Slips, trips and falls.● Proximity of other "workers".● Public access.	<ul style="list-style-type: none">● Identify traffic management requirements By: Principle Contractor● Provide as a minimum, low level basic requirements signage and barriers / witches hats. By: Principle Contractor● Provide a spotter where necessary. By: Fresh Start● Unload and move the equipment to designated area to keep footpath / work place access clear. By: Fresh Start● Team lifting and carrying. By: Fresh Start● Training of "workers" in correct lifting and carrying methods. By: Fresh Start
3. Setting up equipment	<ul style="list-style-type: none">● Manual handling injuries.● Slips, trips and falls.● Failure of mechanic to plant.● Proximity of other "workers".● Public access.	<ul style="list-style-type: none">● Set up in a clear area and maintain a clear and barricaded travel path. By: Fresh Start● Training of "workers" in setting up of safe work travel areas. By: Fresh Start● Ensure the proper use of all safety guards provided to plant and equipment. By: Fresh Start● Plant to be fully maintained and serviced. By: Fresh Start
4. Site Clean	<ul style="list-style-type: none">● Slips, trips, falls and accessibility.● UV / weather exposure.● Electrocution.● Fall from height.● Manual handling injuries.● Exposure to dust.● Exposure to noise.● Proximity of other "workers".● Public access.	<ul style="list-style-type: none">● Assess the site conditions including the weather and conduct a Risk Assessment before commencing installation work. By: Fresh Start● Identify any products or materials that may contain asbestos. By: Principle Contractor● Identify services and make sure all the electrical, gas, water and sewerage services have been isolated or safely relocated before commencing work. By: Principle Contractor & Fresh Start● Use Licensed Electrician and Plumber to isolate, disconnect and relate existing services By: Principle Contractor● Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible By: Fresh Start● Training of "workers" in safe working and safe movement on site. By: Fresh Start● Training of "workers" in correct lifting and carrying methods. By: Fresh Start● Ensure that correct lifting and carrying techniques are used at all times By: Fresh Start● Team lifting and carrying -limiting weights to manageable sizes. By: Fresh Start● Ensure workers have safety glasses, noise protection, dust protection [disposable], protective footwear. By: Fresh Start● Training of "workers" in safe use of power tools. By: Fresh Start● Ensure all power tools have working safety guards. By: Fresh Start

- Maintain a clean and tidy work area. **By: Fresh Start**
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Person responsible for ensuring compliance with SWMS:
Person responsible for reviewing SWMS control measures:

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