

# New Coat Painting

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## Safe Work Method Statement

version 1.1

Activity / Task: **Painter & Decorator**

Project / Location: All Jobs

**Company:** New Coat Painting

Signed by: Pat Ryan

Date: 22/06/2017

**Principal Contractor:** Cape Cod

Accepted by: Tara Antonioli

Date: 23/06/2017

Steps	Potential Hazards	Controls / Responsible Person(s)
1. Access to site	<ul style="list-style-type: none"><li>Slips, trips, falls and accessibility.</li><li>UV light / weather exposure.</li></ul>	<ul style="list-style-type: none"><li>Site specific induction. <b>By:</b></li><li>All "workers" to register before entering the site; to read the General Construction Safety Plan signage; and to read the Site Specific Risk Assessment form. <b>By: New Coat Painting</b></li><li>Tool box talk to highlight any WHS concerns relative to the site. <b>By: New Coat Painting</b></li><li>Ensure that the site and work place access is unobstructed. <b>By: Principal Contractor</b></li><li>Ensure all weather access to work areas. <b>By: Principal Contractor</b></li><li>Provision of designated waste areas. <b>By: Principal Contractor</b></li><li>Storage of materials in designated areas. <b>By: New Coat Painting</b></li><li>Regular site clean ups. <b>By: Principal Contractor</b></li></ul>
2. Unloading of equipment and materials	<ul style="list-style-type: none"><li>Manual task injuries</li><li>Slips, trips and falls.</li></ul>	<ul style="list-style-type: none"><li>Team lifting and carrying. <b>By: New Coat Painting</b></li><li>Training of employees in correct lifting and carrying methods. <b>By: New Coat Painting</b></li><li>Unload and move the equipment and materials to a designated area to keep footpath / work place access clear. <b>By: New Coat Painting</b></li></ul>
3. Setting up equipment	<ul style="list-style-type: none"><li>Manual task injuries</li><li>Slips, trips and falls.</li></ul>	<ul style="list-style-type: none"><li>Set up in a clear area and maintain a clear travel path. <b>By: New Coat Painting</b></li><li>Training of "workers" in the setting up of ladders / trestles, electrical leads and power tools. <b>By: New Coat Painting</b></li><li>Ensure the proper use of all safety guards provided. <b>By: New Coat Painting</b></li><li>Ensure that all power tools and electrical leads have current tagging. <b>By: New Coat Painting</b></li><li>Ensure that power tools are attached to a residual current device [RCD]. <b>By: New Coat Painting</b></li></ul>
4. Painting - external	<ul style="list-style-type: none"><li>Slips, trips, falls and accessibility.</li><li>UV light / weather exposure.</li><li>Electrocution.</li><li>Fall from height.</li><li>Hazardous substances.</li><li>Exposure to dust / fumes.</li><li>Manual task injuries</li><li>Proximity of other "workers".</li><li>Public access.</li></ul>	<ul style="list-style-type: none"><li>Assess the site conditions including the weather and conduct a Site Specific Risk Assessment before commencing. <b>By: New Coat Painting</b></li><li>Identify that the electrical service has been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing. <b>By: Principal Contractor</b></li><li>Establish a "No access area" below overhead work areas by barricading to prevent access to the area of work. <b>By: New Coat Painting</b></li><li>Ensure that guard rails to the ramp are in place and surface of the ramp is clean before commencing. <b>By: New Coat Painting</b></li><li>Ensure that scaffolding is safe and erected by a qualified Scaffolder before commencing. <b>By: New Coat Painting</b></li><li>Ensure that perimeter protection is in place [scaffolding and edge protection / working platform / toe boards] before commencing. <b>By: Principal Contractor</b></li><li>Ensure that the edge protection to the roof surface [roof rail] and level work platforms are in place before commencing work from roof surface. <b>By: Principal Contractor</b></li><li>Training of "workers" in safe working at heights, from roof surfaces and balconies. <b>By: New Coat Painting</b></li><li>Training of "workers" in safe use of plant and equipment. <b>By: New Coat Painting</b></li><li>Training of "workers" in safe working from step and extension ladders including workers to face ladder when climbing up and down. <b>By: New Coat Painting</b></li><li>Check suitability of the ladder / trestle for purpose before use. <b>By: New Coat Painting</b></li><li>Check the ladder / trestle for damage / defect before use. <b>By: New Coat Painting</b></li><li>Check that the ladder / trestle is stable and is secured at the base and top before use. <b>By: New Coat Painting</b></li></ul>

		<ul style="list-style-type: none"> <li>● Limit the use of ladders as work platforms. <b>By: New Coat Painting</b></li> <li>● Training of “workers” in correct lifting and carrying methods. <b>By: New Coat Painting</b></li> <li>● Ensure that the correct lifting and carrying techniques are used at all times. <b>By: New Coat Painting</b></li> <li>● Rotate “workers” and vary tasks performed. <b>By: New Coat Painting</b></li> <li>● Provide MSDS for hazardous substances – paint / thinners / solvents. <b>By: New Coat Painting</b></li> <li>● Training of “workers” in the safe handling / mixing and use of paints and stains. <b>By: New Coat Painting</b></li> <li>● Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible. <b>By: New Coat Painting</b></li> <li>● Use appropriate PPE - safety glasses, footwear, dust / fume protection [disposable], gloves. <b>By: New Coat Painting</b></li> <li>● Storage of materials in designated areas. <b>By: New Coat Painting</b></li> <li>● Maintain a clean and tidy work area. <b>By: New Coat Painting</b></li> </ul>
5. Painting - internal	<ul style="list-style-type: none"> <li>● Slips, trips, falls and accessibility</li> <li>● Fall from height</li> <li>● Hazardous substances</li> <li>● Exposure to dust / fumes</li> <li>● Manual task injuries</li> <li>● Proximity of other “workers”.</li> </ul>	<ul style="list-style-type: none"> <li>● Assess the site conditions and conduct a Risk Assessment before commencing. <b>By: New Coat Painting</b></li> <li>● Training of “workers” in safe working at heights including over internal stairwells <b>By: New Coat Painting</b></li> <li>● Training of “workers” in correct lifting and carrying methods. <b>By: New Coat Painting</b></li> <li>● Ensure that the correct lifting and carrying techniques are used at all times. <b>By: New Coat Painting</b></li> <li>● Rotate “workers” and vary tasks performed. <b>By: New Coat Painting</b></li> <li>● Provide MSDS for hazardous substances – paint / thinners / solvents. <b>By: New Coat Painting</b></li> <li>● Training of “workers” in the safe handling / mixing and use of paints and stains <b>By: New Coat Painting</b></li> <li>● Use appropriate PPE – safety glasses, footwear, dust / fume protection [disposable], gloves. <b>By: New Coat Painting</b></li> <li>● Ensure that adequate lighting and ventilation is available. <b>By: New Coat Painting</b></li> <li>● Training of “workers” in safe working from step and extension ladders including workers to face ladder when climbing up and down. <b>By: New Coat Painting</b></li> <li>● Check suitability of the ladder / trestle for purpose before use. <b>By: New Coat Painting</b></li> <li>● Check the ladder / trestle for damage / defects before use. <b>By: New Coat Painting</b></li> <li>● Check that the ladder / trestle is stable and secured at base and top before use. <b>By: New Coat Painting</b></li> <li>● Limit the use of ladders as work platforms. <b>By: New Coat Painting</b></li> <li>● Training of “workers” in the safe use of plant and equipment. <b>By: New Coat Painting</b></li> <li>● Storage of materials in designated and well ventilated areas. <b>By: New Coat Painting</b></li> <li>● Maintain a clean and tidy work area. <b>By: New Coat Painting</b></li> </ul>
6. Site clean up on completion of work	<ul style="list-style-type: none"> <li>● Manual task injuries</li> <li>● Exposure to dust</li> <li>● Exposure to hazardous substances-</li> </ul>	<ul style="list-style-type: none"> <li>● Remove any temporary barricades if no longer required <b>By: Principal Contractor</b></li> <li>● Place all rubbish / debris in designated waste storage area <b>By: New Coat Painting</b></li> <li>● Leave site / work area in a clean and tidy condition <b>By: New Coat Painting</b></li> </ul>

Person responsible for ensuring compliance with SWMS: Pat Ryan  
 Person responsible for reviewing SWMS control measures: Pat Ryan