Jamie Ross

Safe Work Method Statement

version 1.0

Activity / Task: **Asbestos Removal**

Project / Location: All Jobs

Company: Jamie Ross		**Principle Contractor:** Cape Cod	
Signed by: Jamie Ross	Date: 29/11/2015	Accepted by: Tara Antoniolli	Date: 30/05/2016

Steps	Potential Hazards	Controls / Responsible Person(s)
1. Access to site	• Slips, trips, falls and accessibility. • UV light / weather exposure.	• Site Specific Induction **By: Jamie Ross** • 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. **By: Jamie Ross** • Tool box talk to highlight any WHS concerns. **By: Jamie Ross** • Ensure site access is unobstructed. **By: Jamie Ross** • Ensure all weather access to work areas. **By: Principle Contractor** • Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses, and fluids and reduce exposure where possible. **By: Jamie Ross** • Provision of designated waste areas. **By: Principle Contractor** • Storage of materials in designated areas. **By: Jamie Ross** • Regular site clean ups. **By: Principle Contractor**
2. Unloading plant and equipment	• Manual task injuries. • Slips, trips and falls. • Proximity of other "workers" and public. • Public access.	• Team lifting and carrying. **By: Jamie Ross** • Training of "workers" in correct lifting methods. **By: Jamie Ross** • Unload and move the equipment to designated area to keep footpath / work place access clear. **By: Jamie Ross**
3. Setting up equipment	• Manual task injuries. • Slips, trips and falls. • Proximity of other "workers" and public. • Public access.	• Set up in a clear area and maintain a clear travel path. **By: Jamie Ross** • Training of "workers" in setting up of electrical leads, power tools and nail guns. **By: Jamie Ross** • Ensure proper use of all safety guards provided to plant and equipment. **By: Jamie Ross** • Ensure all electrical leads, plant and equipment have current tagging. **By: Jamie Ross** • Ensure electrical equipment is attached to a residual current device [RCD]. **By: Jamie Ross**
4. Removing asbestos or ACM sheet from ground level	• Slips, trips, falls and accessibility • Fall from height • Hazardous materials • Exposure to dust • Identification of services • Electrocution • Exposure to noise • Manual task injuries • Cuts and abrasions • Proximity of other "workers" and public. • Public access.	• Assess site conditions including weather and conduct a Site Specific Risk Assessment before commencing. **By: Jamie Ross** • Identify the location of the electrical service and that the electrical service has been isolated or safely relocated before commencing work. **By: Jamie Ross** • Provide "Restricted Access" warning signage and establish a "No access area" by barricading to prevent access of anyone not connected with the removal activity into the work area and to control contamination. **By: Jamie Ross** • Position warning signage containing the words "DANGER ASBESTOS REMOVAL IN PROGRESS" in a prominent visible position at the front of the site. Signage to include the details of the licensed Contractor [PCBU]. **By: Principle Contractor** • Seal all windows and doors to prevent dust entering the building during the removal and clean up process. **By: Jamie Ross** • All products and materials "that may" contain asbestos [ACM] or [ACD] are to be stored, transported and disposed of in accordance with the NSW Protection of the Environment Operations Act [1997] and NSW Protection of the Environment Operations [Waste] Regulation [2005] **By: Jamie Ross** • Prior to the removal process all products and materials "that may" contain asbestos [ACM] or [ACD] to be sealed with PVA sealant or kept damp. Prevent and or contain excess run off water. **By: Jamie Ross**

			• All products and materials "that may" contain asbestos [ACM] or [ACD] is to be either wrapped in recommended 200-micron thick plastic sheeting or placed in leak proof lined bins or vehicles and covered. **By: Jamie Ross** • All products and materials "that may" contain asbestos [ACM] or [ACD] is to be stored in a secure area and removed from site as soon as practical in a covered leak proof vehicle. **By: Principle Contractor & Jamie Ross** • All products and materials "that may" contain asbestos [ACM] or [ACD] is to be disposed of in a manner, and at a site approved by the NSW Office of Environment and Heritage [OEH], appropriate disposal Authority or Local Council. **By: Principle Contractor & Jamie Ross** • Care in removing wall sheets and eave soffits to minimise breakage of sheets - where possible keep sheets intact. **By: Jamie Ross** • Ensure that adequate lighting and ventilation is available. **By: Jamie Ross** • Systematic safe removal of materials. **By: Jamie Ross** • Training of "workers" in safe working from step and extension ladders. **By: Jamie Ross** • Training of "workers" in the safe removal and handling of products and materials "that may" contain asbestos [ACM] or [ACD]. **By: Jamie Ross** • Ensure "workers" wear safety glasses, noise protection, respiratory protection [disposable], protective footwear, disposable coveralls and gloves during the removal and clean up process. **By: Jamie Ross** • Regularly monitor for air borne dust when removal work is being undertaken. **By: Jamie Ross** • Pick up visible asbestos debris around the removal area, then decontaminate using wet methods or suitable vacuum cleaner. **By: Jamie Ross** • Use approved vacuum cleaning equipment [HEPA] that complies with AS/NZS 60335.2.69 – Industrial vacuum cleaners or its equivalent for particulates hazardous to health, to prevent the release of lead containing dust while it is being removed. Do not use household vacuum cleaners. **By: Principle Contractor** • PVA seal residues of asbestos cement that cannot be removed from timber framed members. **By: Jamie Ross** • Plastic sheets used for drop sheets and debris is not be reused and is to be disposed of as asbestos waste. **By: Principle Contractor & Jamie Ross** • Training of "workers" in correct lifting and carrying methods. **By: Jamie Ross** • Ensure that the correct lifting and carrying techniques are used at all times. **By: Jamie Ross** • Rotate "workers" and vary tasks performed. **By: Jamie Ross** • Ensure running water is available **By: Principle Contractor**
5.	Stripping of asbestos or ACM sheet roof covering	• Slips, trips, falls and accessibility. • UV light / weather exposure. • Fall from height. • Hazardous materials. • Identification of services. • Electrocution. • Falling objects. • Exposure to dust. • Exposure to noise. • Manual task injuries • Sprains and strains. • Cuts and abrasions. • Proximity of other "workers". • Public access.	• Assess the site conditions including the weather and conduct a Site Specific Risk Assessment before commencing. **By: Principle Contractor** • Provide "Demolition in Progress" and "Restricted Access" warning signage and establish a "No access area" by barricading to prevent access of anyone not connected with the removal activity into the work area and to control contamination. Provide a spotter where necessary. **By: Principle Contractor** • Position warning signage containing the words "DANGER ASBESTOS REMOVAL IN PROGRESS" in a prominent visible position at the front of the site. Signage is to include the details of the licensed Contractor [PCBU]. **By: Principle Contractor** • 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. **By: Principle Contractor** • Use Licensed Electrician to isolate, disconnect and relate existing services. **By: Principle Contractor** • Ensure that the guard rails to the ramp are in place and that the surface of the ramp is clean before commencing. **By: Jamie Ross** • Ensure that the perimeter protection is in place [scaffolding and edge protection] are in place before accessing work from roof surface. **By: Principle Contractor & Jamie Ross** • Ensure that the edge protection to the roof surface [roof rail] is in place before accessing the roof surface. **By: Jamie Ross** • Training of "workers" in safe working at heights and safe movement on scaffolding and on roof. **By: Jamie Ross** • Training of "workers" in the safe removal and handling of products and materials "that may" contain asbestos. **By: Jamie Ross** • Ensure that the scaffolding is safe and erected by a qualified Scaffolder. **By: Principle Contractor & Jamie Ross** • Check the access ladder for damage / defects before use. **By: Jamie Ross** • Check that the ladder is stable and secured top and bottom before use. **By: Jamie Ross** • Correct use of access ladder. **By: Jamie Ross** • Limit use of ladders as working platforms. **By: Jamie Ross** • Ensure "workers" wear hats, safety glasses, noise protection, respiratory protection [disposable], protective footwear, disposable coveralls and gloves during the removal and clean up process. **By:**

			Jamie Ross ● Systematic safe removal of materials. **By: Jamie Ross** ● Training of "workers" in correct lifting and carrying methods. **By: Jamie Ross** ● Team lifting and carrying. **By: Jamie Ross** ● Rotate "workers" and vary tasks performed. **By: Jamie Ross** ● Ensure that materials are not stored on roof or scaffold. **By: Jamie Ross** ● Prior to the removal process asbestos seal the roofing sheets with PVA sealant or wet down. **By: Jamie Ross** ● Ensure dampening of the roofing sheets is done well before removal to allow the roof surface to dry sufficiently so "workers" do not slip. **By: Jamie Ross** ● Prevent and or contain excess run off water from the roof surface. **By: Jamie Ross** ● Remove fixings and remove the asbestos cement sheets with minimal breakage. Lower whole sheets to the ground where possible and place in prepared designated waste area. Provide a spotter where necessary. **By: Jamie Ross** ● Regularly monitor for air borne dust when removal work is being undertaken. **By: Jamie Ross** ● Provide shade cloth around work area and wet down dust as required to prevent wind borne dust. **By: Principle Contractor** ● Pick up visible asbestos debris in the roof space and around the removal area and then decontaminate using wet methods or suitable vacuum cleaner. **By: Jamie Ross** ● PVA seal residues of asbestos cement that cannot be removed from timber framed members. **By: Jamie Ross** ● Plastic sheets used for drop sheets and debris is not be reused and is to be disposed of as asbestos waste. **By: Jamie Ross** ● Regular site clean ups. **By: Principle Contractor** ● Ensure running water is available. **By: Principle Contractor**
6.	Site clean up on completion of work	● Manual task injuries ● Exposure to dust ● Exposure to hazardous substances	● Remove any temporary barricades if no longer required **By: Jamie Ross** ● Place all rubbish / debris in designated waste storage area **By: Jamie Ross** ● Leave site / work area in a clean and tidy condition **By: Jamie Ross**

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

Document Updated: 30/05/2016