

# Fresh Start

## Work Method Statement

version 1.9

Activity / Task: **Polystyrene Wall Cladding Installation**

Project / Location: All Jobs

**Company:** Fresh Start

Signed: Chris Moerman

Date: 25/07/2016

**Principle Contractor:** Cape Codp

Accepted by:

Date:

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: Fresh Start</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: Fresh Start</b></li><li>● Tool box talk to highlight any WHS concerns relative to the site. <b>By: Fresh Start</b></li><li>● Ensure that the site and work place access is unobstructed. <b>By: Fresh Start</b></li><li>● Ensure all weather access to work areas. <b>By: Fresh Start</b></li><li>● Provision of designated waste areas. <b>By: Principle Contractor</b></li><li>● Storage of materials in designated areas. <b>By: Fresh Start &amp; Fresh Start</b></li><li>● Provide and maintain barricades to all materials stored on footpath and on site. <b>By: Fresh Start</b></li><li>● Regular site clean ups. <b>By: Principle Contractor</b></li></ul>
2. Unloading plant, equipment and tools	<ul style="list-style-type: none"><li>● Manual task injuries</li><li>● Slips, trips and falls.</li><li>● Proximity of other "workers".</li><li>● Public access.</li></ul>	<ul style="list-style-type: none"><li>● Team lifting and carrying. <b>By: Fresh Start</b></li><li>● Training of "workers" in correct lifting methods. <b>By: Fresh Start</b></li><li>● Unload and move equipment to designated area to keep footpath / work place access clear. <b>By: Fresh Start</b></li></ul>
3. Setting up equipment	<ul style="list-style-type: none"><li>● Manual task injuries</li><li>● Slips, trips and falls.</li><li>● Proximity of other "workers".</li><li>● Public access.</li></ul>	<ul style="list-style-type: none"><li>● Set up in a clear area and maintain a clear travel path. <b>By: Fresh Start</b></li><li>● Training of "workers" in setting up of electrical leads and power tools. <b>By: Fresh Start</b></li><li>● Ensure the proper use of all safety guards provided. <b>By: Fresh Start</b></li><li>● Ensure that all electrical power tools and electrical leads have current tagging. <b>By: Fresh Start</b></li><li>● Ensure that all power tools are attached to a residual current device [RCD]. <b>By: Fresh Start</b></li></ul>
4. Carrying materials up ramp. - Installation of panel wall cladding	<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>● Manual task injuries</li><li>● Exposure to dust.</li><li>● Exposure to noise.</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 installation work. <b>By: Fresh Start</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 installation work. <b>By: Fresh Start</b></li><li>● Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible. <b>By: Fresh Start</b></li><li>● Ensure that the guard rails to the ramp are in place and that the surface of the ramp is clean before commencing. <b>By: Fresh Start</b></li><li>● Ensure that scaffolding is safe and erected by a qualified Scaffolder before commencing. <b>By: Fresh Start</b></li><li>● Ensure that the perimeter protection is in place before commencing. [Scaffold as working platform] <b>By: Fresh Start</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: Fresh Start</b></li><li>● Training of "workers" in safe working at heights and safe movement on roof. <b>By: Fresh Start</b></li><li>● Training of "workers" in correct lifting methods. <b>By: Fresh Start</b></li><li>● Ensure that correct lifting and carrying techniques are used at all times. <b>By: Fresh Start</b></li><li>● Team lifting and carrying -limiting weights to manageable sizes. <b>By: Fresh Start</b></li><li>● Ensure "workers" have safety glasses, noise protection, dust protection [disposable], protective footwear and gloves. <b>By: Fresh Start</b></li><li>● Provide MSDS for hazardous substances - polystyrene. <b>By: Fresh Start</b></li></ul>

- Provide appropriate containment and disposal of waste polystyrene. **By: Fresh Start**
- Training of “workers” in the safe handling and use of polystyrene. **By: Fresh Start**
- Training of “workers” in the safe use of power tools. **By: Fresh Start**
- Ensure all power tools have working safety guards. **By: Fresh Start**
- Storage of materials in designated areas. **By: Fresh Start**
- Maintain a clean and tidy work area. **By: Fresh Start**

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| 5. 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: Principle Contractor</b></li> <li>● Place all rubbish / debris in designated waste storage area <b>By: Fresh Start</b></li> <li>● Leave site / work area in a clean and tidy condition <b>By:</b></li> </ul> |
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<b>Person responsible for ensuring compliance with SWMS:</b>	Chris Moerman
<b>Person responsible for reviewing SWMS control measures:</b>	Chris Moerman

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