


## SAFE WORK METHOD STATEMENT

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<b>Company [PCBU]:</b>	D M Waters Constructions Pty Ltd	<b>Project Name/No:</b>	All Jobs
<b>Work Activity / Task:</b>	<b>SITE CLEANER - MANUAL</b>	<b>Principal Contractor:</b>	Cape Cod Australia Pty Ltd
<b>Prepared by:</b>	Daniel Waters	<b>Date:</b>	21/4/2015
<b>Signature:</b>		<b>Note:</b> Sign off to be provided at Tool Box talk	

**Note: Review of Control Measures -**

If there are any tasks that may be included by way of variation to the plans or an alternative approach to the set task. It is a requirement to carry out a specific Risk Assessment for the tasks.

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
1	Access to site	<ul style="list-style-type: none"> <li>Slips, trips, falls and accessibility</li> <li>UV / weather exposure.</li> </ul>	<ul style="list-style-type: none"> <li>Site specific induction.</li> <li>All "workers" to read the General Construction Safety Plan signage and Risk Assessment form before entering site.</li> <li>Tool box talk to highlight any WHS concerns relative to the site.</li> <li>Ensure that the site and work place access is unobstructed.</li> <li>Ensure all weather access to work areas.</li> <li>Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible.</li> <li>Provision of designated waste areas.</li> <li>Storage of materials in designated areas.</li> </ul>	Builder  Contractor  Contractor  Contractor  Contractor  Builder  Contractor
2	Unloading plant, equipment and tools	<ul style="list-style-type: none"> <li>Public access</li> <li>Manual handling injuries</li> <li>Slips, trips and falls.</li> <li>Proximity of other "workers".</li> </ul>	<ul style="list-style-type: none"> <li>Identify traffic management requirements.</li> <li>Provide as a minimum, low level basic requirements signage and barriers / witches hats.</li> <li>Provide a spotter where necessary.</li> </ul>	Builder & Contractor  Contractor  Contractor

**Reviewed by:** Gary Klomp  
Principal Contractor's Representative

  
Signature

Construction Manager  
Position

22/4/15  
Date

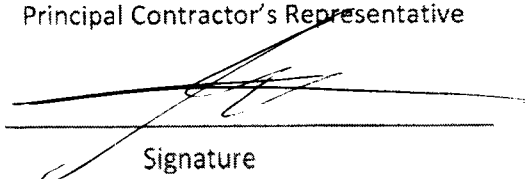
## SAFE WORK METHOD STATEMENT [cont.]

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
		<ul style="list-style-type: none"> <li>Public access.</li> </ul>	<ul style="list-style-type: none"> <li>Unload and move the equipment to designated area to keep footpath / work place access clear.</li> <li>Team lifting and carrying.</li> <li>Training of "workers" in correct lifting and carrying methods.</li> </ul>	Contractor  Contractor  Contractor
3	Setting up equipment	<ul style="list-style-type: none"> <li>Manual handling injuries.</li> <li>Slips, trips and falls.</li> <li>Failure of mechanic to plant.</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 and barricaded travel path.</li> <li>Training of "workers" in setting up of safe work travel areas.</li> <li>Ensure the proper use of all safety guards provided to plant and equipment.</li> <li>Plant to be fully maintained and serviced.</li> </ul>	Contractor  Contractor  Contractor  Contractor
4	Site Clean	<ul style="list-style-type: none"> <li>Slips, trips, falls and accessibility.</li> <li>UV / weather exposure.</li> <li>Electrocution.</li> <li>Fall from height.</li> <li>Manual handling 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 Risk Assessment before commencing installation work.</li> <li>Identify any products or materials that <b>may</b> contain asbestos.</li> <li>Identify services and make sure all the electrical, gas, water and sewerage services have been isolated or safely relocated before commencing work.</li> <li>Use Licensed Electrician and Plumber to isolate, disconnect and relate existing services.</li> <li>Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible</li> <li>Training of "workers" in safe</li> </ul>	Builder  Builder  Builder  Contractor

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Principal Contractor's Representative

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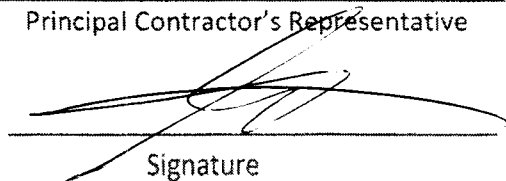
*M. Waters*

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			working and safe movement on site.	Contractor
			<ul style="list-style-type: none"> <li>• Training of "workers" in correct lifting and carrying methods.</li> </ul>	Contractor
			<ul style="list-style-type: none"> <li>• Ensure that correct lifting and carrying techniques are used at all times.</li> </ul>	Contractor
			<ul style="list-style-type: none"> <li>• Team lifting and carrying - limiting weights to manageable sizes.</li> </ul>	Contractor
			<ul style="list-style-type: none"> <li>• Ensure workers have safety glasses, noise protection, dust protection [disposable], protective footwear.</li> </ul>	Contractor
			<ul style="list-style-type: none"> <li>• Training of "workers" in safe use of power tools.</li> </ul>	Contractor
			<ul style="list-style-type: none"> <li>• Ensure all power tools have working safety guards.</li> </ul>	Contractor
			<ul style="list-style-type: none"> <li>• Maintain a clean and tidy work area.</li> </ul>	Contractor

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