


## SAFE WORK METHOD STATEMENT

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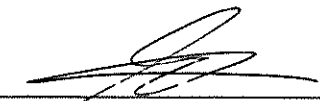
Company [PCBU]:	Sapper Constructions PTY Ltd	Project Name/No:	All Jobs
Work Activity / Task:	SITE CLEANER - MANUAL	Principal Contractor:	Cape Cod Australia Pty Ltd
Prepared by:	Matthew Johnson	Date: 28/04/2015	
Signature:		Note: Sign off to be provided at Tool Box talk	

**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> <li>Public access.</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> <li>Unload and move the equipment</li> </ul>	Builder & Contractor  Contractor  Contractor

Reviewed by: Gary Klomp  
Principal Contractor's Representative

  
Signature

Construction Manager  
Position

17/6  
Date

## SAFE WORK METHOD STATEMENT [cont.]

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			to designated area to keep footpath / work place access clear. • Team lifting and carrying. • Training of "workers" in correct lifting and carrying methods.	Contractor  Contractor  Contractor
3	Setting up equipment	• Manual handling injuries. • Slips, trips and falls. • Failure of mechanic to plant. • Proximity of other "workers". • Public access.	• Set up in a clear area and maintain a clear and barricaded travel path. • Training of "workers" in setting up of safe work travel areas. • Ensure the proper use of all safety guards provided to plant and equipment. • Plant to be fully maintained and serviced.	Contractor  Contractor  Contractor  Contractor
4	Site Clean	• 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.	• Assess the site conditions including the weather and conduct a Risk Assessment before commencing installation work. • Identify any products or materials that <i>may</i> contain asbestos. • Identify services and make sure all the electrical, gas, water and sewerage services have been isolated or safely relocated before commencing work. • Use Licensed Electrician and Plumber to isolate, disconnect and relate existing services. • Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible • Training of "workers" in safe working and safe movement on	Builder  Builder  Builder  Contractor  Contractor

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Principal Contractor's Representative

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17/1/16  
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## SAFE WORK METHOD METHOD STATEMENT [cont.]

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Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			site. • Training of "workers" in correct lifting and carrying methods. • Ensure that correct lifting and carrying techniques are used at all times. • Team lifting and carrying - limiting weights to manageable sizes. • Ensure workers have safety glasses, noise protection, dust protection [disposable], protective footwear. • Training of "workers" in safe use of power tools. • Ensure all power tools have working safety guards. • Maintain a clean and tidy work area.	Contractor  Contractor  Contractor  Contractor  Contractor  Contractor  Contractor

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