

SAI - WORK METHOD STATEMENT (S.WMS)

ICOOLM Air Conditioning
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AUTHORISED BY:

Name ANDREW PEACOCK

Position DIRECTOR Date 28/9/12

Signature



DESCRIPTION OF WORK ACTIVITY: Installation of Ducted System

RELEVANT LEGISLATION:SECTION299(HIGH RISK); SECTION 44 (PPE) WORKPLACE HEALTH AND SAFETY 2011. PART 4.7 ELECTSAFETY CLAUSE328 2b
HAZARDOUS CHEMICALS

Trades involved with undertaking this work activity: AIR CONDITIONING AND REFRIGERATION MECHANICS; ELECTRICIAN; TRADE ASSISTANT

This SWMS is submitted to :

COMPANY: MIDSON CONSTRUCTIONS

CONTACT NAME:GABE FARRUGIA

CONTACT NAME: ANDREW PEACOCK

SITE ADDRESS: 13 MEMORIAL AVE. LIVERPOOL

PROJECT DESCRIPTION: AIR CONDITIONING INSTALLATION

This SWMS was reviewed by:

NAME: ANDREW PEACOCK

POSITION: DIRECTOR

SIGNATURE:

DATE: 28/9/12

Person responsible for supervising and implementing, the OHS controls associated with each step of this work activity.

NAME: MARK PEACOCK

SIGNATURE:

DATE:

STEP	Activity step <i>Break the activity down into steps. List the steps in this column.</i>	Hazards Identification <i>Identify any potential hazards associated with each step – and any related risks.</i>	Controls implemented <i>Decide what controls to use to eliminate or minimise the risks.</i>	Person responsible
1	Access/arrival to work site.	- Obstruction with other site personnel or other vehicle.	-Drive carefully to work areas, observe speed regulations and parking regulations. -Avoid accessing a tight work area all at the same time. -Walk to work areas, no running.	All on site, Supervisor & driver of vehicle.
2	Set up work area.	-Storage of materials & excess ground water.	-Ensure materials are stored adequately during the work process. -Clean work area prior to commencing works if necessary. -De-water work area if necessary.	Supervisor & all on site.
3	Delivery of materials.	-Unsecured loads. -Working above others. -Protruding objects. -Pipe and pipe covers could fall. -Heavy lifting.	-Guide trucks into work space if area is tight. -Ensure remaining materials on the delivery vehicle are secured and safe during the unloading of required materials. -Persons not involved in unloading materials to stay clear of the area. -Unload as close to worksite as possible. -Lift loads correctly. Team to lift materials over 25Kg.	Supervisor & all on site. Delivery personnel.

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4	Materials handling.	<ul style="list-style-type: none"> -Heavy loads. -Back strain/personal injury. -Obstruction 	<ul style="list-style-type: none"> -Team to lift any materials over 25Kg. -Lift loads correctly to minimize back strain. -When carrying loads, make sure path is visible and cleared of any objects which could cause a person to trip. 	Supervisor & all on site.
5	Using tools & equipment.	<ul style="list-style-type: none"> -Electric shock. -Personal injury. -Dust inhalation. -Noise. 	<ul style="list-style-type: none"> -Ensure all personnel are trained in the use of tools & equipment, or if necessary are licensed. -Wear all necessary PPE. -Ensure all work area is cleaned regularly. -Ensure all power tools are used in the correct manner. 	Supervisor & all on site.

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7	Install indoor unit.	<ul style="list-style-type: none"> -Injury using tools & equipment. -Back strain/personal injury. -Indoor unit not mounted to brackets correctly. -Working above others. 	<ul style="list-style-type: none"> -Ensure all personnel are trained in the use of tools and equipments. -Wear all necessary PPE. -Team to lift any objects over 25Kg. -Lift loads correctly (bend knees). -Ensure mounting clips are secured properly to ensure the unit will stay firmly on the wall. 	Supervisor & all on site.
8	Install refrigerant piping.	<ul style="list-style-type: none"> -Injury due to incorrect use of tools & equipment. -Fall from heights. -Dust inhalation. 	<ul style="list-style-type: none"> -Ensure all personnel are trained in the use of tools and equipment. -Ensure necessary PPE is worn. 	Supervisor & all on site.

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9	Install outdoor unit.	-Injury due to incorrect use of tools & equipment. -Back strain/personal injury. -Heavy loads.	-Ensure all personnel are trained in the use of tools & equipment. -Team to lift any objects over 25Kg or use necessary trolley to cart heavy objects. -Wear all necessary PPE.	Supervisor & all on site.
10	Clean site.	-Trips hazards	-Remove all waste material & ensure the site is left clean.	

Declaration by contractors and workers
I have read and understood how I am to carry out the activities listed in this SWMS.

I have been given training in the safe use of the equipment.

I have read and understood the requirements set out in this SWMS.

[illegible]