

Project Details

Project: 20100113

Project Name: SWMS Sample

Location: Sydney

Main Contractor: SWMS Admin

Sub Contractor: SWMS Admin

Project Manager: Steve Brown

Site Foreman: John Smith

Description of Works:

This is a sample of the SWMS documents produced on the www.safeworkmethods.com.au website. Use the "Description of Works" field to outline the project works.



Company's LOGO

Contractor Details

SafeWorkMethods

ABN: 012345678901

G2 1-15 Barr St
Balmain
NSW, 2041

phone: 0295554125

email: info@interiorworks.com.au

SWMS Prepared By: System Administrator

Signature:

Date:

Document Vesion: 1

Table of Contents

Cover Page	1	- Glazing	30
Table of Contents	2	- Temporary Hoardings/Partitions	32
General	3	- Carting/ Handling Materials	34
Standards and Codes Page	4	- Cleaning Site	36
HRA/JSA	5	- Ladders	37
Activities:		- Mobile Elevated Work Platforms (MEWP)	39
- Carting/Handling Materials	6	- Mobile Scaffolds/Work Platforms	41
- Cleaning Site	8	- Sun Safety (Masonry Trades)	43
- Sun Safety (Fitout Trades)	10	- Brick Laying- Clay or Concrete	44
- Ladders	11	- Block Laying- Autoclaved Aerated Concrete	47
- Mobile Scaffolds/Work Platforms	13	- Rendering- Cement	49
- Mobile Elevated Work Platforms (MEWP)	14	- Trowel Applied Finishes	51
- Framing Light Weight Steel	16	Equipment	53
- Framing Timber	18	Personnel	54
- Insulation - Bulk	20		
- Lining/Sheeting	21		
- Setting & Sanding	23		
- Grid Ceilings	24		
- Shopfronts, Partitions & Doors (Aluminium)	26		
- Doors, Hardware & Mouldings	28		

Number of the page where you can find the contents

Training Required For The Following Tasks

OH&S Construction Induction (Green/White Card)
Site Specific Induction Training

All Works Undertaken Comply With

Occupational Health & Safety ACT 2000
Occupational Health & Safety Regulation 2001

Environmental Statement

- To minimize waste order materials to length.
- Use off cuts where possible.
- Recycle/reuse materials to avoid landfill waste.
- Use sustainable & recycled products wherever possible.
- Reduce carbon emissions by minimising deliveries & ordering full loads.
- Do not wash buckets etc in sinks/drains.
- Clean buckets etc in designated area.

Trades Coordination

Coordinate with plasterboard contractor. Plumber to install services prior to electrical rough in.

Australian Standards

AS 1503 Part 4 - Methods for Fire Tests on Building Materials
AS 2550.10-2006 - Cranes, hoists and winches - Safe use - Mobile elevating work platforms
AS/NZS 1576.1:1995 - Scaffolding - General requirements
AS/NZS 1891.1:2007 - Industrial fall-arrest systems and devices - Harnesses and ancillary equipment
AS/NZS 1892.5:2000 - Portable ladders - Selection, safe use and care
AS/NZS 2211.6:2002 - Safety of laser products - Safety of products with optical sources, exclusively used for visible information transmission to the human eye
AS/NZS 4576:1995 - Guidelines for scaffolding
AS/NZS 1337:1992 - Eye protectors for industrial applications
AS/NZS 1715:2009 - Selection, use and maintenance of respiratory protective equipment
AS/NZS 2161.1:2000 - Occupational protective gloves - Selection, use and maintenance
AS/NZS 2210.1:1994 - Occupational protective footwear - Guide to selection, care and use
AS 1288-2006 - Glass in buildings - Selection and installation
AS 1562.1-1992.1-1992 - Design and installation of sheet roof and wall cladding - Metal
AS 1684.1-1999 - Residential timber-framed construction - Design criteria
AS 1684.2 2006 - Residential Timber Frame Construction
AS 1684.2-2006 - Residential timber-framed construction - Non-cyclonic areas
AS 1684.3-2006 - Residential timber-framed construction - Cyclonic areas
AS 1684.4-2006 - Residential timber-framed construction - Simplified - Non-cyclonic areas
AS 4440-2004 - Installation of nailplated timber trusses
AS 4786.2-2005 - Timber flooring - Sanding and finishing
AS/NZS 1328.2:1998 - Glued laminated structural timber - Guidelines for AS/NZS 1328: Part 1 for the selection, production and installation of glued laminated structural timber
AS/NZS 1530.4:2005 - Methods for fire tests on building materials, components and structures - Fire-resistance test of elements of construction
AS/NZS 2588:1998 - Gypsum Plasterboard
AS/NZS 2589:2007 - Gypsum linings - Application and finishing
AS/NZS 2785:2000 - Suspended ceilings - Design and installation
AS/NZS 2908.2:2000 - Cellulose-cement products - Flat sheet
AS/NZS 4284:2008 - Testing of building facades
AS/NZS 4859.1:2002 - Materials for the thermal insulation of buildings - General criteria and technical provisions

Codes of Practice

Manual Handling
Prevention of Falls in General Construction
Risk Assessment
Safe Use of synthetic mineral fibres
Safe Work on Roofs Part 1-Commercial and Industrial Buildings
Safe Work on Roofs Part 2-Residential Buildings

SWMS: SWMS Sample

Pre-Start Inspection and Risk Assessment (HRA/JSA)

Risk Level/Consequence	Risk Probability				
	Very High	High	Medium	Low	Very Low
1 - Catastrophic/Fatality	1-VH	1-H	1-M	1-L	1-VL
2 - Major/Permanent Disability	2-VH	2-H	2-M	2-L	2-VL
3 - Moderate/Temporary Disability	3-VH	3-H	3-M	3-L	3-VL
4 - Minor/Medical Treatment Required	4-VH	4-H	4-M	4-L	4-VL
5 - Negligable/First Aid	5-VH	5-H	5-M	5-L	5-VL

Activity Description:

Start Date:



Job Step	Identified Hazard	Initial Risk	Controls	Revised Risk

SWMS: SWMS Sample

Work Activities/Tasks:
Carting/Handling Materials

Activity's name

Risk Level/Consequence	Risk Probability				
	Very High	High	Medium	Low	Very Low
1 - Catastrophic/Fatality	1-VH	1-H	1-M	1-L	1-VL
2 - Major/Permanent Disability	2-VH	2-H	2-M	2-L	2-VL
3 - Moderate/Temporary Disability	3-VH	3-H	3-M	3-L	3-VL
4 - Minor/Medical Treatment Required	4-VH	4-H	4-M	4-L	4-VL
5 - Negligable/First Aid	5-VH	5-H	5-M	5-L	5-VL

Job Step	Identified Hazard	Initial Risk	Controls	Revised	Personnel Responsible
Create safe Work Area	Fall/Trip Injury	5-H	Assess area & plan your route. Be aware of your surroundings, check for objects in your path & clear/clean up as required.	5-L	Person undertaking activity & direct supervisor.

Activities ' Details

Equipment, PPE and Hazardous Substances

Equipment	PPE	Hazardous Substances
Boom Lift	Dust Masks	Diesel Fuel
Elevated Work Platform	Ear Protection	Methylated Spirits
Folding Scaffold	Gloves	Paint
Forklift	Hard Hat	
Genie Hoist	Hard Hat Brim	
Ladder	Hi-Vis Vest	
Platform Ladder	Safety Eyewear	
Portable Power Tools	Steel Cap Boots	
Scaffold - Aluminium or Fibreglass	Sun Screen	
Scissor Lift		
Works Platform		

Personnel

Declaration by contractors and workers

- I have been **consulted** and have assisted in the development of this SWMS.
- I have been given the opportunity to comment on the content of this SWMS.
- I have **read** and **understand** how I am to carry out the activities listed in this SWMS.
- I have been supplied with the **personal protective equipment** identified on this SWMS and I have been given **training** in the safe use of this equipment.
- **I have read and understand** the requirements set out in the **material safety data sheets** for the **hazardous substances** identified in this SWMS.

Name	Duties	Qualifications	Signature	Date
Brown, Steve CG2468135790	Project Manager	LF/LL/RI/SA Experience: 14 years		
Smith, John CG1234567890	Site Manager	HP/LF/LL/RA/SA/WP Experience: 23 years		
Name: WorkcoverID:		Qualifications: Experience (years):		
Name: WorkcoverID:		Qualifications: Experience (years):		
Name: WorkcoverID:		Qualifications: Experience (years):		
Name: WorkcoverID:		Qualifications: Experience (years):		
Name: WorkcoverID:		Qualifications: Experience (years):		