



A.B.N. 43 009 438 073

AU07899

# OCCUPATIONAL HEALTH & SAFETY PROGRAMME

## SAFE WORK METHOD STATEMENT

AUSTRALIAN AIRCONDITIONING

SERVICES PTY. LTD.

42 INDUSTRY STREET  
MALAGA WA 6090  
TELEPHONE: (08) 9209 2520  
FACSIMILE: (08) 9209 2530  
Email: aas@aust-aircon.com.au

<b>CONTRACTOR:</b>			<b>NAME:</b> _____
<b>PROJECT:</b>			<b>SIGNED OFF:</b> _____
<b>JOB: REPLACE COMPRESSOR - ROOF MOUNTED</b>			<b>DATE:</b> _____ <b>JOB NO.</b> _____
<b>PROCEDURE (IN STEPS):</b>			<b>ACCEPTED: YES / NO</b>
<b>POSSIBLE HAZARDS</b>			<b>AREA:</b>
<b>Break the job down into steps. Each step should accomplish some major task and be in a logical sequence.</b>	<b>Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident.</b>	<b>RISK SCORE</b>	<b>SAFETY CONTROLS</b>
		<b>Risk Potential</b> *Class 1, 2 or 3	<b>Specify what action or procedure will be taken to eliminate or minimise the risk of injury or damage. Include what measures will be taken to ensure that the safety control is maintained.</b>
1. Issue Personal Protective Equipment (P.P.E.)	Head, Hand, Foot and Body Injury	2	Refer to Safe Work Instruction SW 001 P.P.E.
2. Establishment of Site	Manual Handling, Possible Back Strain, Impact Injury	2	Refer to Safe Work Instruction: SW 002 Manual Handling
3. Isolate Air Conditioner	Electric Shock	1	Lock Out/Tag Out. Ref SW 023
4. Reclaim Refrigerant	Muscle Strain, Freeze Burns	2	Correct lifting procedure - Safe Trade Practice
5. Disconnect Compressor	Oxy, Acetylene Burns	2	Safe Trade Practice
6. Remove top panel	Muscle Strain	2	Correct Lifting Practice
7. Remove old & fit new compressor	Nil		By Crane - DOGMAN
8. Modify pipe work	Oxy, Acetylene Burns	2	Safe Trade Practice

\* Class 1: Death or Permanent Disability Class 2: Serious Injury/Lost Time Class 3: Minor Injury resulting in no lost time

Form	WMS 12.1	1/3
Rev	A	13-May-11



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Procedure (in steps) continued :	Possible Hazards:	Risk Score	Safety Controls:
<b>Break the job down into steps. Each step should accomplish some major task and be in a logical sequence.</b>	<b>Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident.</b>	<b>Risk Potential *Class 1, 2 or 3</b>	<b>Specify what action or procedure will be taken to eliminate the risk of injury or damage. Include what measures will be taken to ensure that the safety control is maintained.</b>
9. Re-Wire Unit	Nil		
10. Pressure Test Unit	Ruptured Pipes	1	Do not exceed manufacturer's specifications
11. Evacuate Unit	Nil		
12. Re-Assemble Panels	Muscle Strain	2	Correct Lifting Practice
13. Re-Commission Unit	Moving Parts	2	Safe Trade Practice
14. Remova all tags	Electric Shock	1	Safe Trade Practice
15. Clean Site	Muscle Strain	2	Correct Lifting Practice

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Form	WMS 12.2	2/3
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Personal Qualifications & Experience:	Personal Duties & Responsibilities:	Training Required to complete work:
<b>Engineering Details/Certificates/Workplace Services Approvals:</b>	<b>Codes of Practice, Legislation:</b>	
<b>Plant/Equipment:</b>	<b>Maintenance Checks:</b>	
<b>Read &amp; Signed by All Employees on Site:</b>		

Form	WMS 12.3	3/3
Rev	A	13-May-11





