

Demolition Saw	SAFE WORK METHOD STA	ATEMENT (SWMS)	
TA	ASK OR ACTIVITY: Demolition Sa	aw	
Business Name: [Company Name]		ABN: [ABN]	SWMS#
Business Address: [Company Address]			
Contact Person:	Phone: [Phone]	E il:	
THIS SAFE WORK METHOD	STATEMENT IS APPROVED BY	THE PLOOF THE PROJECT	
Under the Work Health and Safety Regulation (WHS Regulation), a person conduct the proposed work starts.	eting a business or undertaking (N 3U) is	required to ture at a safe work method s	tatement (SWMS) is prepared before
Full Name:			
Signature:		Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring a	ompliance of the SWMS well as review	s and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS WMS. ST HAVE THE FOLLOWING COMMUNICATED	N. 1E AND DATED SIGNATURE OF A CO. MUNICATED TO IN THE DEVELO	LL RELEVANT PERSONNEL WHO HAVE BI PMENT AND APPROVAL OF THIS SWMS	EEN CONSULTED AND
Safety meetings or toolbox talks will be sched ed in accordance with egislative requirements to first identify any site hazards, conditions those hazards and then to further take steps to either the conditions of the conditions are or conditional talks.	NAME	SIGNATURE	DATE
If an incident or a near miss occurs, all work must standardly. Depending on the severity of the incident, a meeting will be called with all workers to amend the SWMS if required. The meeting may also be an educational opportunity.			
Any changes made to the SWMS after an incident or a near miss must be approved by the Person Conducting Business or Undertaking and communicated to all relevant personnel.			
The SWMS must be kept and be available for inspection at least until the work is completed. Where a SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to which the SWMS relates, then the SWMS must be kept for at least two years from the occurrence of the notifiable incident.			

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CLIENT OR PRINCIPAL CONTRACTOR DETAILS										
Client:						SCOPE OF WORKS				
Project Name:					Provide a detailed description	n of the specific work being	carried out (otherwise			
Project Address:					known as cope of works).					
Project Manager:										
Contact Phone:										
Project Manager Sig	gnature:									
Date SWMS supplie	ed to Project Manager:									
		ANY HIGH	RISK CON PUCT	N' JRK BEING	CARRIED OUT					
☐ involves a risk of a p	erson falling more than 2 n	neters.		is carried out on	is carried out on or near pressurised gas mains or piping.					
☐ is carried out on a te	lecommunication tower.		M + M	is carried out on	s carried out on or near chemical, fuel or refrigerant lines.					
☐ involves demolition of	of an element of a structure	that is load-be		is carried out on	d out on or near energised electrical installations or services.					
☐ involves demolition of	of an element related to the	e physical integril of a str	3	is carried out in	is carried out in an area that may have a contaminated or flammable atmosphere.					
☐ involves, or is likely t	o involve, disturbing a es	stos.		involves tilt-up or precast concrete.						
☐ involves structural al	teration or repair that re	mporal, upp to p	prevent collapse.	is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor.						
is carried out in or ne	ear a confined space.			is carried out in an area of a workplace where there is any movement of powered mobile plant.						
☐ is carried out in/near	a shaft or trench deeper th	nan 1.5m or tunnel involvir	ng use of explosives.	is carried out in areas with artificial extremes of temperature.						
is carried out in or ne	ear water or other liquid tha	at involves a risk of drowning	ng.	involves diving v	vork.					
		ANY H	IGH-RISK MACHINER	RY OR EQUIPMEN	NT NEARBY					
☐ Forklift	☐ Crane/s	☐ Hoist/s	☐ Excavator	☐ Backhoe/Loader	Boom Lift	□ EWP	☐ Genie Lift			
☐ Trencher	☐ Drilling Rig	Trucks	Formwork	☐ Bobcat	☐ Flammable Gas	☐ Fuel	☐ Dozer			
☐ High Voltage	☐ Mulcher	☐ Tilt-up Panels	Roller	☐ Scissor Lift	☐ Tractor	☐ Other -				

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FOOT HAND **HEAD HEARING** SPIRATORY FACE HIGH-VIS **PROTECTIVE** FALL SUN HAIR/JEWELLERY CLOTHING **PROTECTION PROTECTION** PROTECTION **PROTECTION** PROTE DTECTION **PROTECTION** CLOTHING **PROTECTION PROTECTION SECURED**

Select me appropriate PPE above suitable for the equipment used or the job task being performed (if applicable).

Note: A SWMS must be reviewed regularly to make sure it remains effective. A SWMS must be reviewed (and revised if necessary) if relevant control measures are revised. The review process should be carried out in consultation with workers (including contractors and subcontractors) who may be affected by the operation of the SWMS and their health and safety representatives who represented that work group at the workplace.

When a SWMS has been revised, the person conducting a business or undertaking must ensure all:

- 1. persons involved in the work are advised that a revision has been made and how they can access the revised SWMS;
- 2. persons who will need to change a work procedure or system as a result of the review are advised of the changes in a way that will enable them to implement their duties consistently with the revised SWMS: and.
- 3. workers that will be involved in the work are provided with the relevant information and instruction that will assist them to understand and implement the revised SWMS.



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR	RESPONSIBLE PERSON
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
1. Preparation	Trip hazards, Exposure to harmful substances	2M	 Implement thorough site inspection and housekeeping measures to identify and remove potential trip hazards such as debris, unever around or extraneous materials. Provide appropriate safety signage clearly arcating designated walking paths, work zones and warning of potential risks in lived with a demolition saw operations. Ensure workers wear appropriate personal propertive equipment (PPE) including safety boots with slip-resistant poles, safety goggle and details to minimise exposure to hazards. Develop and enduce propertols for roper storage and disposal of harmful substances to revent containation of the war space and accidental exposure to workers. Train to rkers us as a set echniques for lifting and transporting heavy objects, as well as to maining odd posture during tasks, to decrease the risk of injury from trips, fit is a muscle usains. Establinant in fective immunication system, such as clearly marked walkie-talkies hand annals or notifying colleagues when there is potential danger from moving manifer or the andling of hazardous substances. Provious efficient lighting in the work area to allow clear visibility of potential rards, ensuring that any power cords are adequately covered to prevent tripping in tents. Perform regular equipment inspections and maintenance routines to ensure that all tools are in safe working order and free of defects that could potentially cause accidents. Create and enforce a job safety analysis (JSA) and safe work procedures for operating the demolition saw, taking into account identified hazards such as flying debris, noise hazards and vibration risks for long-term operation. Establish, communicate and enforce an emergency response plan in case of accidents involving trips, falls or exposure to harmful substances to mitigate potential injuries and ensure prompt medical attention. 	1L	
2. Work area establishment	Falling objects, Uncontrolled access	3Н	- Erecting temporary fencing or barricades around the work area to prevent unauthorised access and minimise the risk of falling objects affecting nearby personnel. - Clearly marking designated walkways and access points for authorised personnel, ensuring they are well-lit and free of trip hazards. - Conducting daily pre-start meetings to inform all workers of the specific demolition saw tasks for the day, areas of operation, and expected hazards, including falling objects and uncontrolled access.	2M	



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			 Displaying signage at entry points and within the work area to communicate the presence of potential hazards such as falling objects and restricted access requirements. Providing appropriate Personal Protective Education (PPE), such as hard hats, high visibility vests, and safety boots, to all confortsed personnel working within the demolition saw area. Implementing a 'spotter' system where trained connel monitor the work area during demolition saw operations to identify and change potent risks related to falling objects and uncontrolls centry. Assigning a dedication is super isor with appropriate qualifications to oversee and coordinate work controlls centry. Assigning a lusion areas around committee ensuring proper risk management and place. Establishing colusion areas around committee ensuring proper risk management and place. Establishing colusion areas around committee ensuring proper risk management and place. Regultly to pecting and maintaining the demolition saw work area and clearly committee and proper as a reduce the likelihood of equipment to ensure it is in good torking order and reduce the likelihood of equipment failure causing falling hiects to other asite hazards. Declar g an emergency response plan, including procedures for managing pocidents tolving falling objects and uncontrolled access, ensuring all personnel aware of their roles and responsibilities during emergencies. Conducting toolbox talks before commencing work to reinforce safe work practices and address any concerns regarding potential hazards related to falling objects and uncontrolled access in the work area. Continually monitoring and reviewing the effectiveness of implemented control measures, making adjustments when necessary to ensure optimal worker safety within the demolition saw work area. 		
3. Saw inspection	Maintenance issues, Electrical hazards	ЗН	 Conduct regular visual inspections of the demolition saw to identify any worn or damaged parts that may require replacement to ensure safe operation. Ensure all electrical connections are secure and free from damage, including frayed wires or loose connections. Implement a preventative maintenance schedule for the demolition saw, including regular servicing by a qualified technician. This will help prevent unexpected breakdowns and potential safety hazards. Follow manufacturer's guidelines for the maintenance and repair of the demolition saw, ensuring that only approved replacement parts are used. Inspect all power leads, plugs, and outlets for signs of damage prior to use, promptly addressing any issues that could pose electrical risks. 	1L	



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
			- Utilise appropriate personal protective equipment (PPE), such as safety glasses, gloves, hearing protection, and dust masks when operating or maintaining the demolition saw.		
			- Maintain a clean work area around the demolt a saw to prevent the buildup of dust and debris which can contribute to material mance issues and create electrical hazards.		
			- Utilise residual current devices (RCDs) to producing saw operation.		
			- Train all workers on proper unmaintenance, and spread procedures for the demolition saw, ensure they understand how to reconse and address potential safety hazards.		
			- Display was a g signs an eafety residence the work area to highlight the risks associated with using the emolition same of promote awareness of best practices among vorker. - Keet the emolitic saw lubricated according to manufacturer specifications to		
			minimis we and prong its lifespan. Store to denotition saw in a dry, secure location when not in use, protecting it		
			n wea er an otential damage. Documental inspections, maintenance, and repairs undertaken on the demolition		
			w to macrain a detailed record of its condition and history. - conduct toolbox talks to raise worker awareness about the importance of saw inspection and maintenance, reinforcing key safety principles and encouraging open communication about potential concerns or incidents.		
	5				
Personal protective equipment	Inadequate protection, Improper use	3H		1L	



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5. Power up saw	Electric shock, Equipment malfunction	ЗН		1L	



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JOB STEP SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	IR INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RR RESIDUAL RISK	RESPONSIBLE PERSON NAME OF PERSON
6. Cutting procedure	Dust inhalation, Noise exposure	ЗН		2M	



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7. Handling materials	Manual handling injuries, Splinters or sharp edges	2M		1L	



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8. Waste disposal	Improper lifting techniques, Environmental hazards	2M		1L	



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9. Break periods	Fatigue, Heat stress	2M		1L	



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10. Equipment maintenance	Faulty machinery, Inadequate tool storage	2M		1L	



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11. Monitoring work progress	Struck by moving objects, Slips and falls	3Н		2M	



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12. Emergency response	Delayed response, Inadequate first aid supplies	3H		1L	



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13. Worksite communication	Language barriers, Miscommunication of hazards	2M		1L	



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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK	NAME OF PERSON
14. Demobilisation	Traffic hazards, Pedestrian safety	2M		1L	



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15. Post-job review	Lessons learned not shared, Recurring incidents	2M		1L	



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EMERGENCY RESPONSE - CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES. ANY STATE OF AT ARE NOT APPLICABLE.

Queensland & Australian Capital Territory

Work Health and Safety Act 2011

Work Health and Safety Regulations 2011

Legislation QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws Codes of Practice QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice

Legislation ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-oi-practic

Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice

New South Wales

Work Health and Safety Act 2011

Work Health and Safety Regulations 2017

Legislation NSW: https://www.safework.nsw.gov.au/legal-obligations/legislations/

Codes of Practice NSW: https://www.safework.nsw.gov.au/resource-library/lis > odes-or racti

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National Uniform Legislation) Regulation 201

Legislation NT: https://worksafe.nt.gov.au/laws-and-compliance/wo_place-

Codes of Practice NT: https://worksafe.nt.gov.au/s

South Australia

Work Health and Safety Act 2012 (SA)

Work Health and Safety Regulations 2012 (SA)

Legislation for SA: https://www.safework.sa.gov.au/resources/legislation

Codes of Practice for SA: https://www.safework.sa.gov.au/work_aces/codes-of-practice#COPs

Tasmania

Work Health and Safety Act 2012

Work Health and Safety (Transitional and Consequential Provisions) Act 2012

Work Health and Safety Regulations 2012

Work Health and Safety (Transitional) Regulations 2012

Legislation for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations

Codes of Practice for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.

Victoria

Occupational Health al. Safety Act

Occupational Health and afety gulations 2017

Legis on VIC: https://www.xsafe.vic.gov.au/occupational-health-and-safety-act-and-

<u>julai.</u>

des on actice VI autros://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice

Western Australia

Work Health and Safety Act 2020

Work Health and Safety Regulations 2022

Legislation Western Australia: https://www.commerce.wa.gov.au/worksafe/legislation

Codes of Practice WA: https://www.commerce.wa.gov.au/worksafe/codes-practice

Safe Work Australia Links

Law and Regulation (All States): https://www.safeworkaustralia.gov.au/law-and-regulation Model Codes of Practice: https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice

Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work



SIGNATORIES OF THE SAFE WORK METHOD STATEMENT

The signed and dated personnel listed below have cooperated in the consultation and development of this Safe Work Method Statement which has been approved by the Person/s Conducting a Business or Undertaking (PCBU). In signing this Safe Work Method Statement each individual acknowledges and confirms that they have read this SWMS in full, having raised any questions for items on this Safe Work Method Statement that require clarification, and confirms that they are competent, skilled and knowledgeable for the task assigned to them. Every person acknowledges that they have received the relevant training and qualifications where required, before carrying out any work contained in this Safe Work Method Statement. By signing this Safe Work Method Statement each individual agrees to work safely, to follow any safe work instructions which are provided, and agrees to use all Personal Protective Equipment where appropriate.

Worker Name	Position	Signature	Date	Time	Supervisor
			Date:		
			Datu		
			L te:		
			Date:		
	SAF	STATEMENT	MONITORING AND RE	VIEW	
The SWMS must be reviewed regular revised if necessary) if relevant control consultation with workers (including cor of the SWMS and their health and safet workplace. When the SWMS has been revised the advised that a revision has been made who will need to change a work proced a way that will enable them to implement will be involved in the work must be pro	ed that work group at the ons involved with the work are ised SWMS, including all persons eview are advised of the changes in e revised SWMS. All workers that	effective in reducing the ris person responsible for more employ a multi-faceted app. 1. Spot Checks. 2. Consultation wirds. 3. Internal audits of the continuous followed up by immediate of the continuous followed up the	sk of incidents, keeping the nitoring the effectiveness or proach which includes but in the workers, contractors and on a continual basis. Is improvement, promptly recorrective action and considerations.	d sub-contractors. cording inconsistencies or deficiencies, ultation with all relevant personnel ensures	
them to understand and implement the REVIEW NUMBER	□ 1 □ 2	□ 3	that the PCBU is consister	Tily developing ever-improv	ring systems of safe work principles.
NAME					
INITIALS					
DATE					

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SAFE WORK METHOD STATEMENT REVIEW CHECKLIST

This Safe Work Method Statement Review Checklist is to be followed and used upon initial development of the SWMS to help ensure that all steps have been adequately taken before work commences. Think of this document as an internal audit review checklist before commencing work, and may form part of a Toolbox Talk (safety meeting) and may be used as an opportunity for education and training.

Think of this document as an internal audit review checklist before commencing work, and may form part of a Toolbox Talk (safety meeting) and may be used as an opportunity for education and training.							
ITEMS WHICH MUST BE INCLUDED IN THE SWMS	COMPLETED	TO BE DONE	COMMENTS				
The company details have been entered, including the project name and address.							
Names and signatures of all relevant personnel consulted during the development of the SWMS.		D					
Name, signature, position and date signed of the person approving the SWMS.							
Specific personnel and qualifications, experience is noted in the SWMS.	P						
Provides a step-by-step process of tasks required to carry out the activity or task.							
Adequate risk assessment of any identified hazards has been completed.							
Foreseeable hazards are identified and documented for each step.							
Any hazards listed in any site risk assessments have been added to the SWN							
SWMS initial risk (IR) column as well as residual risk (RR) columns completed.							
Check control measures added to the SWMS are the most effecting sections.							
Responsible person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person is assigned and listed on the SWMS for the imperent person person is assigned and listed on the SWMS for the imperent person per							
Permit requirements specified, such as Hot Work, Electrical Work, Vocat Heights etc.							
SWMS identifies plant and equipment to be u 1.							
Details of inspection checks required for any equipment listed at noted on the SWMS.							
Describes any mandatory qualifications, experience raining skills required to perform the work.							
Applicable personal protective equipment is selected on the SWMS.							
Lists any required permits or licenses.							
Reflects and documents any legislative references and/or Australian Standards.							
Identifies any hazardous substances used with specific control measures in line with any SDS.							
REVIEWED BY	DATE R	EVIEWED					
SIGNATURE	DATE CO	MPLETED					