



Teakcraft P/L T/A Bondi Pipe Freezing PO Box 440 Bondi Jct NSW 1355

ABN 46 050 043 359

SAFE WORK METHOD STATEMENT

Client:		Project No:	
		Date Prepared:	
ABN:		Authorised By:	P Molloy

1. RESPONSIBILITIES

Bondi Pipe Freezing will conduct inductions for all workers (inclusive of employees and subcontractors) prior to commencing site work. A record of site inductions and toolbox meetings will be kept at the Bondi Pipe Freezing office for future reference.

The Principal Contractor or Client will provide adequate amenities (toilets, wash rooms, dining facilities etc) as defined for this work type and in accordance with Safe Work Australia Code of Practice *Managing the Work Environment and Facilities*.

All **Bondi Pipe Freezing** workers engaged in site work are required to wear the necessary Personal Protective Equipment (PPE) as noted in this document. No glass containers will be allowed on site (except in meal rooms). The consumption of illegal drugs and alcohol is prohibited.

2. DESCRIPTION OF WORK

This brief, step by step work summary is to be completed by the Person Conducting Business or Undertaking (PCBU) or Site Supervisor on site prior to work commencing to assist in the identification of possible hazards:

1. FREEZE WATER SUPPLY

- 2.
- 3.
- 4.

UNDERGROUND SERVICES AFFECTED BY THE WORKS: Yes No If YES, complete table below:

Underground Service	Affected? (Y/N)	Located? (Y/N)	Marked? (Y/N)
Electricity			
Gas			
Water			
Phone / Cable			

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3. RISK ASSESSMENT

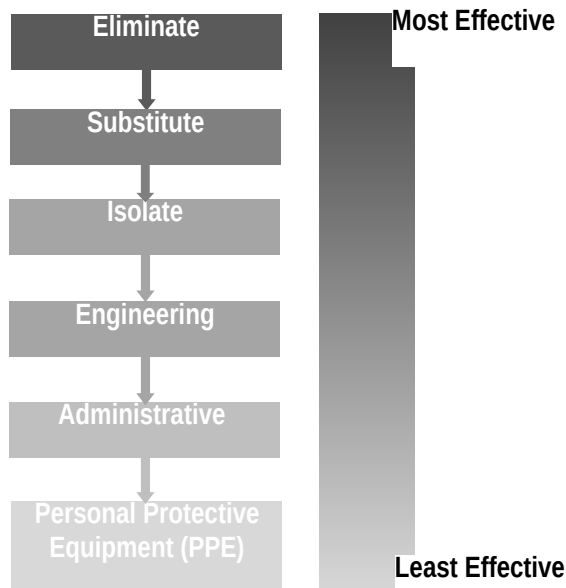
Risk Assessment Table

Consequence or Impact of Hazard	Level of harm	A	P	U	Likelihood/Probability	Risk Rating
H-Potential death, permanent or long term disability or illness, significant detrimental environmental impact	H-High	1	1	2	A-Almost certain could happen at any time	1-Immediate action is required
M-Potential temporary disability or illness requiring medical attention, short term environmental impact	M-Medium	1	2	3	P-Possible risk could happen occasionally	2-Control the risks/ hazards a.s.a.p.
L-Potential minor injury requiring first aid or minimal environmental impact	L-Low	2	3	3	U-Unlikely may happen rarely	3-Control risks with routine procedures

When assessing the risk of a particular hazard remember:

- The rating you use should indicate the importance of the action required to minimise the Risk posed by the Hazard.
- The more Hazards you identify the greater the overall Risk on the site.
- Overall Risk increases as the number of people exposed to a Hazard increases.
- The more serious the potential impact to a person's health from a Hazard the greater the Risk.
- The frequency of exposure to a Hazard will increase the Risk.

Hierarchy of Controls



Eliminate – 'Design out' the hazard when new materials, equipment and work systems are being purchased for the workplace;

Substitute - Substitute less hazardous materials, equipment or substances and use smaller sized containers;

Isolate – separate the workers from hazards using barriers, enclosing noisy equipment and providing exhaust or ventilation systems;

Engineering – use engineering controls to reduce the risks such as guards on equipment, hoists or other lifting and moving equipment;

Administrative – Minimise the risk by adopting safe working practices or providing appropriate training, instruction or information.

Personal Protective Equipment – Make sure that appropriate PPE is available and used correctly.

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The Work Process - “Risk Rating” and “Who is Responsible” is to be completed by the PCBU or Site Supervisor prior to work commencing. Additional Site Specific Requirements are to be entered following this section:

Steps	Step by Step Procedure	Possible Hazards	Risk Rating	Safety Controls	Who is responsible?
1	Risk Assessment	Workplace / worksite hazards Unlicensed / untrained workers		<ul style="list-style-type: none"> ● Conduct a Risk Assessment prior to commencing work and review the Principal Contractor's Site Safety Plan and Emergency Procedures and/or your subcontractors' Safe Work Method Statements (SWMS); ● Identify additional safety controls where required using the Risk Assessment Worksheet and Hazard Report Form; ● Manage the risks to health and safety associated with falls from one level to another that is reasonably likely to cause an injury; ● Inspect pipework and valving for asbestos lagging or covers; ● Obtain approvals from the supply authorities where required; ● Make sure workers are trained, qualified or experienced to carry out the specified tasks; and ● Request appropriate licences or certification when required before allowing work to commence. 	P Molloy
2	Site induction	Uninformed workers – unaware of the hazards and dangers		<ul style="list-style-type: none"> ● All workers including subcontractors must have completed the General Construction Induction Training and hold a current card or certification; ● Advise workers and other persons on site of work to be carried out. ● Conduct a site specific induction for all project workers and have them sign a Site Induction Register including but not limited to: <ul style="list-style-type: none"> ○ Hazards specific to the site and work activities to be carried out; ○ Safety controls and revised Safe Work Method Statements (SWMS); ○ Use and maintenance of Personal Protective Equipment (PPE); ○ Emergency and evacuation procedures; ○ Location of amenities and first aid facilities; and ○ Security entry and access procedures where required. 	P Molloy

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Steps	Step by Step Procedure	Possible Hazards	Risk Rating	Safety Controls	Who is responsible?
3	Manual handling – lifting, carrying, pushing, pulling and holding	Strains, sprains and soft tissue damage Back injuries Crushing injuries		<ul style="list-style-type: none"> ● Train workers in correct lifting techniques – bend the knees to lift and lower, use thighs (DO NOT bend over to lift), head up, chin in and keep elbows close to body - never twist while lifting, lowering or carrying a load; ● Make sure load is stable before lifting; ● Heavy and awkward items use lifting equipment; ● Rotate tasks to prevent repetitive strain injuries. 	All
4	Transport deliveries and vehicle, liquid nitrogen cylinders and equipment movement on site	Injuries to workers and others: Traffic and moving plant - impact and crushing injuries Hit by falling objects Dust / fumes – lung damage Slips, trips and falls Access and egress Property damage Serious Burns to the body		<ul style="list-style-type: none"> ● All workers must wear high visibility clothing, safety boots, hardhats, hearing protection, dust mask/respirator and safety gloves as required; ● Provide clear access for vehicles to enter, exit and move on site ; ● Erect warning signs, barricades and traffic controllers if required; ● Make sure transport vehicle is on stable ground; ● Designate a competent person to direct transport vehicles and do not stand on the downhill side or directly behind a moving or unloading truck; ● Keep clear of the load gate when releasing the pin; ● Check for overhead wires, structures and branches when unloading/loading transport vehicle; ● Use portable trolleys suitable for transporting liquid nitrogen cylinders from vehicle to worksite where possible; ● Make sure liquid nitrogen cylinders are secured and placed upright on stable dry ground and keep cylinders stored below 45C; ● Make sure the operator has seen you if you are near by; and ● Make sure trucks/vehicles can exit steep or muddy sites when empty. 	All
5	Handling hazardous substance and using chemicals	Skin irritation Dust / fumes – lung damage Inhaling asbestos dust can		<ul style="list-style-type: none"> ● Make sure workers are trained in correct use of liquid nitrogen 	All
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Steps	Step by Step Procedure	Possible Hazards	Risk Rating	Safety Controls	Who is responsible?
		cause rhinitis, bronchitis, lung damage, allergic reactions, asthma attacks and fibrosis			
6	Freezing sections of pipework	Manual handling - strains sprains and back injuries Access and egress Flying debris – eye injuries Hazardous substances		<ul style="list-style-type: none"> ● Make sure all workers are wearing mandatory PPE before commencing work activity on pipework; No gloves while in contact with nitrogen. ● Make sure main water, gas, oil etc., supply are isolated from section of pipework being frozen; ● Make sure work area is well ventilated or use exhaust fans; ● Make sure workers are competent and familiar with rough in plans on sections of pipework before removing pipework or valves ; ● Make sure tanks being used to deliver liquid nitrogen to pipework are in good condition and have no obvious defects or leaks; ● Bring liquid nitrogen esky or tank to pipework; ● Make sure correct manual handling techniques are used; ● Build styrene dam around pipe to be frozen; ● Transfer liquid nitrogen from tank to dam; ● Check for good contact between nitrogen and pipe; Maintain freeze for duration required; ● Check equipment and parts are in good condition; and ● Make sure when pipe work or valve installation is completed the pipes are pressurised and checked for leakages. 	All
7	Completion of work or end of work day	Electricity /tools - electrocution Manual handling - strains sprains and back injuries Slips, trips and falls Cuts and abrasions		<ul style="list-style-type: none"> ● Remove any excess materials from the site using correct manual handling techniques; ● Make sure any contaminates are removed; ● Place equipment in approved storage area or back in work vehicle; ● Make sure the work area is left clean and tidy; and ● Lock / secure storage areas and / or site as required. 	All

Site Specific Requirements - To be completed by the PCBU or Site Supervisor if site specific hazards are identified (attach additional pages if necessary):

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Steps	Step by Step Procedure	Possible Hazards	Risk Rating	Safety Controls	Who is responsible?



4. RESOURCES, QUALIFICATIONS AND PERMITS REQUIRED

Minimum number of workers required to complete this work	2 or more when required
Trade licence required to complete this work	Licence No: Held By:
Additional qualifications, permits and/or experience required to complete this work	Drainers certificates of SWC training courses and relevant plant operating licenses, Hot works permit
Additional training required to complete this work	Site Specific Induction and SWMS review required for all workers

5. SAFETY RESPONSIBILITIES

The **Officer** for this project is P MOLLOY he can be contacted on 0411207116.

All **Bondi Pipe Freezing** workers:

- **WILL** be required to have relevant trade experience.
- **WILL** be required to attend regular site inductions, project and task specific induction training and possess the current General Construction Induction Training card.

Work Health and Safety - Responsibilities

- a) **P Molloy** will be responsible for compliance with Work Health and Safety (WHS) legislation, regulations, standards, codes, and the site-specific Sites Safety Rules.

- b) **P Molloy** will be responsible for assessing and monitoring your subcontractors' capabilities, and for making sure they meet WHS requirements.
- c) **P Molloy** will be responsible for managing the acquisition and communication of WHS information to managers, supervisors and people working on site.
- d) **P Molloy** will be responsible for preparing, maintaining and making accessible the register of hazardous substances.
- e) **P Molloy** will be responsible for maintaining first-aid stocks.
- f) **P Molloy** will be responsible for managing accident and emergency procedures.

6. TRAINING RESPONSIBILITIES

The HSR will:

- a) identify the WHS training needs of management, supervisors and workers on site;
- b) make sure that appropriate training is carried out internally and/or by Safe Work Australia accredited trainers;
- c) make sure that all personnel attend general construction WHS induction training before starting work;
- d) make sure that all personnel attend adequate site-specific induction, work activity and refresher safety training;
- e) conduct induction training, task training and refresher safety training for everyone working on site; and

7. INCIDENT MANAGEMENT

The HSR will:

- a) be available (both during and outside normal working hours) to prevent, prepare for, respond to and recover from incidents; and

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b) make sure that the procedures for contacting the relevant person(s) are communicated and clearly displayed on the sites.

8. PLANT AND EQUIPMENT

Plant and Equipment used on site includes but is not limited to:

Plant and/or Equipment	Inspection and maintenance checks required
Vehicles	Visual inspection prior to use, check every 3 months and/or as per manufacturer's instructions

9. PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE for this task includes but is not limited to:

1	Hard hats / sun hats	2	High visibility clothing / vests
3	Sunglasses	4	Safety Boots

No access shall be permitted by other trades into the work area whilst work is in progress. If necessary, appropriate signage and/or hoarding will be set up around the work area to prevent access. Such signs and hoarding will be removed and area made-good on completion of work.

10. NATIONAL LEGISLATION, REGULATIONS, CODES AND STANDARDS

The following reference documents have been identified as relevant to this project and a copy is kept at the **Bondi Pipe Freezing** office. This list is a guide only and is not necessarily all the relevant documentation:

- a) Work Health and Safety Act
- b) Work Health and Safety Regulations
- c) COP Managing Risks in Construction Work
- d) COP First Aid
- e) COP Hazardous Manual Tasks
- f) AS 6001 – Working Platforms for Domestic Construction
- g) AS 1674:2007 – Safety in Welding & Allied Processes

11. SIGNOFF

The representatives of **Bondi Pipe Freezing** listed below have been involved in the creation and implementation of this Safe Work Method Statement (SWMS) and will make sure all work is carried out in accordance with this document. All workers listed below have the appropriate licence/qualifications and/or experience required to perform each job task:

Worker on site	Role (e.g. worker, supervisor)	Signature	Date
P MOLLOY			
G O'ROURKE			
S NAUGHTON			

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JC LARDIZABAL			
L HENRY			

Signature and details of person responsible for site supervision of the work, inspecting and approving work areas, work methods, compliance with SWMS, protective measures, plant, equipment and power tools for this site:

Signed: _____ Date: _____
Name: _____ Position: _____

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