**DRONE OPERATION (REMOTELY PILOTTED AIRCRAFT) SAFE WORK METHOD STATEMENT (SWMS)**

<table>
<thead>
<tr>
<th>Business Contact:</th>
<th>Phone #:</th>
<th>Principal Contractor (PC):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsible person (for monitoring SWMS and work):</td>
<td></td>
<td>PC Address:</td>
</tr>
<tr>
<td>Signature:</td>
<td>Date:</td>
<td>PC Phone #:</td>
</tr>
<tr>
<td>Contact Phone #:</td>
<td></td>
<td>Date SWMS provided to PC:</td>
</tr>
<tr>
<td>Contact Phone #:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**THIS WORK ACTIVITY INVOLVES THE FOLLOWING HAZARDOUS WORK AND ENVIRONMENTAL IMPACTS**

- Electrical equipment
- Elevated levels
- Slips, trips and falls
- Hazardous substances
- ?
- Hot Work
- Hazardous manual tasks
- Outdoor work
- Remotely &/or isolated work
- ?
- Noise and vibration
- Native vegetation & weeds
- Air quality
- Waste
- Vehicle movement
- ?
- Fuels, oils & chemicals
- Terrestrial fauna
- Waterways & soils
- Cultural heritage
- ?

**THIS WORK ACTIVITY INVOLVES THE FOLLOWING “HIGH-RISK CONSTRUCTION WORK” (HRCW - IDENTIFIED IN THE JOB TASK COLUMN)**

- Confined spaces
- Mobile plant movement
- Demolition of a load-bearing structure
- Asbestos disturbance
- Using explosives
- Diving work
- Artificial extremes of temperature
- Tilt-up or pre-cast concrete
- Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services
- Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse
- Involves a risk of a person falling from 2m or more, including work on telecommunications towers
- Working at depths greater than 1.5 Metres, including tunnels or mines
- Work in an area that may have a contaminated or flammable atmosphere
- Work carried out adjacent to a road, railway or shipping lane, traffic corridor
- In or near water or other liquid that involves the risk of drowning

**FOOT PROTECTION**

- [ ]

**HEARING PROTECTION**

- [ ]

**HIGH VISIBILITY**

- [ ]

**HEAD PROTECTION**

- [ ]

**EYE PROTECTION**

- [ ]

**FACE PROTECTION**

- [ ]

**HAND PROTECTION**

- [ ]

**PROTECTIVE CLOTHING**

- [ ]

**BREATHING PROTECTION**

- [ ]

**SUN PROTECTION**

- [ ]

**SAFETY HARNESS**

- [ ]

Do not wear rings, watches or jewellery that may become entangled. Long and loose hair must be tied back.
### Hierarchy of Controls

<table>
<thead>
<tr>
<th>Job Task</th>
<th>Hazards</th>
<th>Risk</th>
<th>Control Measures</th>
<th>Responsible Person</th>
</tr>
</thead>
</table>
| 1. Planning    | Personal injury from delay in emergency assistance to remote workers   | 3H   | • A ‘Buddy’ system utilised for tasks undertaken in remote locations or working in isolation  
  • A procedure developed and in place for regular contact when operating remotely or in isolation, the procedure should identify:  
  o Travel itineraries, locations, scheduled contact persons and times  
  o Sufficient supplies of water, food, fuel & supplies needed  
  o An emergency response plan  
  o Appropriate Vehicles  
  o Safety equipment, including first aid supplies | Supervisor |
|                | Legislation breach/system failure                                       | 3H   | • In determining your flight operations:  
  o Always follow Regulations as set down by the Australian CASA – For reference see advisory circular AC 101-01 Remotely piloted aircraft systems - licensing and operations  
  • Develop a mission plan to contain all actions and contingencies for the mission planned:  
  o Identify any limiting factors in the flight environment may alter the intended operation and modify the mission plan accordingly.  
  o Develop contingency plans in the event of system failure, degraded performance, or lost communication link. | |
|                | Unlicensed operator                                                     | 3H   | • All relevant workers involved in the operation of a remotely piloted aircraft must be suitably certified and licensed to operate the remotely piloted aircraft.  
  **Excluded Categories:**  
  o Commercial operators flying very small (< 2 kg) RPAs do not require an RPA operator’s certificate (ReOC) or a remote pilot licence (RePL).  
  o Private landowners and leaseholders can carry out some operations on their own land with a small RPA (< 25 kg) without needing a ReOC or RePL if you follow the SOCs - see section and none of the parties involved receives remuneration.  
  **If you fly a drone or remotely piloted aircraft (RPA) commercially in Australia, outside the excluded category, either you or the person/company you are flying for needs an RPA operator’s certificate (ReOC).**  
  A remote pilot licence (RePL) allows you to fly an RPA for an operator, who in turn needs to hold a ReOC. So, if you are working for yourself, both are required.  
  **Check with the CASA for operator licensing requirements specific to your flight parameters and operations.** | |
<table>
<thead>
<tr>
<th>JOB TASK</th>
<th>HAZARDS</th>
<th>RISK</th>
<th>CONTROL MEASURES</th>
<th>RESPONSIBLE PERSON</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. On completion</td>
<td>Unauthorised access</td>
<td>3H</td>
<td>• If acceptable, remove or add barricades.</td>
<td>Supervisor to confirm all workers have signed out.</td>
</tr>
<tr>
<td></td>
<td>Security breach</td>
<td>3H</td>
<td>• All personnel sign-out on Site Register.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vehicle/people impact</td>
<td>4A</td>
<td>• Stay to designated access and egress routes • Maintain awareness of surroundings at all times.</td>
<td></td>
</tr>
</tbody>
</table>

10. Emergency response

• Injury
• Fatality
• Environmenta l damage

4A • For police, fire or ambulance call ‘000.’
• Follow site emergency and evacuation procedures
• A communication system is available, e.g. a mobile phone or radio
• Check for dangers to self before helping others
• Maintain control of the area and stabilise the situation
• Apply first aid to the injured worker
• Complete an incident report.

• Refer to your SWMS implementing instructions for further specific emergency responses.

Supervisors and workers ensure controls followed

<table>
<thead>
<tr>
<th>PERMITS</th>
<th>Not applicable</th>
<th>Hot Work</th>
<th>Confined Space</th>
<th>Local council</th>
<th>?</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITE MANAGEMENT PLAN</td>
<td>Is the work associated with a Construction Project?</td>
<td>Yes</td>
<td>No</td>
<td>If yes – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PLANT &amp; EQUIPMENT</th>
<th>HAZARDOUS SUBSTANCES</th>
<th>SUPERVISORY ARRANGEMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electro</td>
<td>Tested and tagged quarterly</td>
<td>Audits</td>
</tr>
<tr>
<td>Hand tools - Meet AS/NZS</td>
<td>Regular visual inspection</td>
<td>Spot Checks</td>
</tr>
<tr>
<td>Ladders - Meet AS/NZS</td>
<td>Inspected and tagged out if damaged</td>
<td>Reporting systems</td>
</tr>
<tr>
<td>Mobile plant-specify</td>
<td>Inspected and tagged out if damaged</td>
<td>Suitable qualified supervisors for job</td>
</tr>
<tr>
<td>?</td>
<td></td>
<td>Direct on-site supervision</td>
</tr>
<tr>
<td>?</td>
<td></td>
<td>Remote site: communication systems/schedule</td>
</tr>
<tr>
<td>?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**OVERALL RISK RATING AFTER CONTROLS**

- 1 - LOW
- 2 - MODERATE
- 3 - HIGH
- 4 - ACUTE

**Hazardous Substances**

List hazardous substances taken on-site and have the SDS on-site.

1. 2. 3. 4. 5. 6.