

Business Name:

Business Address:

ABN/NZBN:

## HYDRAULICS - FLUID ASSEMBLIES (CONNECTIONS/REPAIR/REPLACE) SAFE WORK METHOD STATEMENT (SWMS)

Business Contact:	Phone #:	Principal Contractor (PC):
Responsible person (for monitoring SWMS and work):		PC Address:
Signature:	Date:	PC Phone #: <span style="float: right;">Date SWMS provided to PC:</span>
Contact Phone #:		Job Site Address:

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

- |   |  |  |  |  |
|---|--|--|--|--|
| <input checked="" type="checkbox"/> Electrical equipment    | <input checked="" type="checkbox"/> Elevated levels        | <input checked="" type="checkbox"/> Slips, trips and falls | <input checked="" type="checkbox"/> Hazardous substances | <input type="checkbox"/> Silica dust                 |
| <input type="checkbox"/> Hot Work                           | <input checked="" type="checkbox"/> Hazardous manual tasks | <input checked="" type="checkbox"/> Outdoor work           | <input type="checkbox"/> Remotely &/or isolated work     | <input type="checkbox"/> ?                           |
| <input checked="" type="checkbox"/> Noise and vibration     | <input type="checkbox"/> Native vegetation & weeds         | <input type="checkbox"/> Air quality                       | <input checked="" type="checkbox"/> Waste                | <input checked="" type="checkbox"/> Vehicle movement |
| <input checked="" type="checkbox"/> Fuels, oils & chemicals | <input checked="" type="checkbox"/> Terrestrial fauna      | <input type="checkbox"/> Waterways & soils                 | <input type="checkbox"/> Cultural heritage               | <input type="checkbox"/> ?                           |

### THIS WORK ACTIVITY INVOLVES THE FOLLOWING "HIGH-RISK CONSTRUCTION WORK" (HRCW - IDENTIFIED IN THE JOB TASK COLUMN)

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

LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION
ALMOST CERTAIN	3 - HIGH	3 - HIGH	4 - ACUTE	4 - ACUTE	4 - ACUTE		
LIKELY	2 - MODERATE	3 - HIGH	3 - HIGH	4 - ACUTE	4 - ACUTE	4A - ACUTE	DO NOT PROCEED.
POSSIBLE	1 - LOW	2 - MODERATE	3 - HIGH	4 - ACUTE	4 - ACUTE	3H - HIGH	Review before commencing work.
UNLIKELY	1 - LOW	1 - LOW	2 - MODERATE	3 - HIGH	4 - ACUTE	2M - MODERATE	Maintain control measures.
RARE	1 - LOW	1 - LOW	2 - MODERATE	3 - HIGH	3 - HIGH	1L - LOW	Record and monitor.

  

HIERARCHY OF CONTROLS	MOST EFFECTIVE	Elimination	Substitution	Isolation	Engineering	Administrative	PPE	LEAST EFFECTIVE
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JOB TASK	HAZARDS	RISK	CONTROL MEASURES	RESPONSIBLE PERSON
1. Working outdoors	Extreme weather Hyperthermia Hypothermia	3H 3H	<ul style="list-style-type: none"> <li>Check weather conditions – do not work in extreme conditions</li> <li>Reschedule works to work in more moderate temperatures.</li> <li>Ensure that workers are trained to recognise the symptoms of hyperthermia and hypothermia</li> <li><u>Hot conditions. Ensure:</u> <ul style="list-style-type: none"> <li>Suitable protective clothing</li> <li>Sun brim on hard hats</li> <li>Safety glasses - UV rated</li> <li>Use 30+ sunscreen on exposed skin</li> <li>Adequate drinking water</li> <li>Access to shade on breaks</li> <li>Adequate breaks.</li> </ul> </li> <li><u>Cold conditions. Ensure:</u> <ul style="list-style-type: none"> <li>Schedule warm-up breaks</li> <li>Hold breaks inside</li> <li>Dress warmly in layers</li> <li>Stay dry (wet clothing chills the body rapidly)</li> <li>Workers must get out of the cold as soon as they can if starting to feel symptoms</li> <li>Alcohol, cigarettes, caffeine and certain medications increase susceptibility to cold.</li> </ul> </li> </ul>	<p><b>Supervisor</b> to maintain awareness of weather conditions</p> <p><b>Operator</b> to follow controls</p>
2. <b>HRCW</b> Arrival on-site & assess onsite conditions	Personal injury, property damage &/or environmental incident	3H	<ul style="list-style-type: none"> <li>The vehicle should be positioned in a safe location, clear of traffic/vehicles/pedestrians during equipment delivery and materials removal (deploy physical barriers, caution signs as necessary)</li> <li>Do not park illegally</li> <li>Identify and obey all safety-related signage (check site entry requirements)</li> <li>Report to Site Supervisor</li> <li>Ensure site-specific induction undertaken</li> <li>Assess mobile phone reception</li> <li>If adjacent to the road: <ul style="list-style-type: none"> <li>Exit vehicle from the non-traffic side of the road</li> <li>Wear Hi-Vis Vest</li> <li>Comply with all local laws and permits</li> </ul> </li> <li>The worksite is exactly as detailed in Terms of Agreement or contract</li> <li>Complete a JSA specifying the control measures of unanticipated hazards.</li> </ul>	<p><b>Supervisor</b> to check the site and conduct JSA where necessary</p>

JOB TASK	HAZARDS	RISK	CONTROL MEASURES	RESPONSIBLE PERSON
			<ul style="list-style-type: none"> <li>Avoid sharp edges</li> <li>Do not place hands into areas you cannot see.</li> </ul>	
<b>10. HRCW</b> On completion	Unauthorised access	3H	<ul style="list-style-type: none"> <li>If acceptable, remove or add barricades</li> <li>Ensure machine is parked in a safe, level area, clear of unstable or sloping ground</li> <li>Store the key in a safe place (restrict unauthorised access).</li> </ul>	<b>Supervisor</b> to confirm all workers have signed out  <b>Workers</b> to comply with controls
	<ul style="list-style-type: none"> <li>Electric shock</li> <li>Electrocution</li> </ul>	4A	<ul style="list-style-type: none"> <li>Re-energising equipment/apparatus ensure:               <ul style="list-style-type: none"> <li>Only competent, authorised employees undertake the task</li> <li>Effective supervision maintained</li> <li>Ensure all work has been completed and is safe</li> </ul> </li> <li>Safeguards have been removed,</li> <li>Carry out tests to confirm operation (no leaks/loss of pressure)</li> </ul>	
	Security breach	3H	<ul style="list-style-type: none"> <li>All personnel sign-out on Site Register.</li> </ul>	
	Vehicle/people impact	4A	<ul style="list-style-type: none"> <li>Stay to designated access and egress routes</li> <li>Maintain awareness of surroundings at all times.</li> </ul>	
<b>11. HRCW</b> Emergency response	<ul style="list-style-type: none"> <li>Injury</li> <li>Fatality</li> <li>Environmental damage</li> </ul>	4A	<ul style="list-style-type: none"> <li><b>For police, fire or ambulance call '000.'</b></li> <li>Follow site emergency and evacuation procedures</li> <li>A communication system is available, e.g. a mobile phone or radio</li> <li>Check for dangers to self before helping others</li> <li>Maintain control of the area and stabilise the situation</li> <li>Apply first aid to the injured worker</li> <li>Complete an incident report.</li> </ul>	<b>Supervisors and workers</b> ensure controls followed  <ul style="list-style-type: none"> <li>Refer to your SWMS implementing instructions for further specific emergency responses.</li> </ul>
	<ul style="list-style-type: none"> <li>Environmental harm</li> <li>Contact with hydraulic fluid</li> </ul>	3H	<ul style="list-style-type: none"> <li>Emergency response –Hydraulic fluid spill:               <ol style="list-style-type: none"> <li>Stop the source of the spill or leak or release                   <ol style="list-style-type: none"> <li>If that is not possible &amp; it is safe to do so - stop the spill or release from spreading</li> </ol> </li> <li>Wear appropriate PPE to avoid contact with skin and eyes</li> <li>Clear the area. Check that other working close by are made aware of the spill.</li> <li>Implement protective measures and containment procedures to minimise environmental damage. E.g. remove ignition sources</li> <li>Oversee containment, clean-up and restoration operations. E.g. Use gravel or other material to stop fluid entering drains/watercourses</li> <li>Clean up spill as required. Consult SDS for advice.</li> </ol> </li> </ul>	

**OVERALL RISK RATING AFTER CONTROLS**       1 - Low       2 - MODERATE       3 - High       4 - ACUTE