**LANDSCAPING (PLANTING) SAFE WORK METHOD STATEMENT (SWMS)**

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

**Contact Phone #:**

**This work activity involves the following hazardous work and environmental impacts**

- [ ] Electrical equipment
- [ ] Elevated levels
- [ ] Slips, trips and falls
- [ ] Hazardous substances
- [ ] Silica dust
- [ ] 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 carried out adjacent to a road, railway or shipping lane, traffic corridor
- [ ] Work in an area that may have a contaminated or flammable atmosphere
- [ ] 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.
**JOB TASK**

1. **Provide training on the health effects associated with respirable crystalline silica dust**
   - **Exposure to respirable crystalline silica (RCS) – dust inhalation**
     - **Risk:** 3H
     - **Control Measures:**
       - Training and information provided to workers on RCS should include:
         - Information on the health effects associated with respirable crystalline silica dust (Provide workers with a copy of ‘Health Monitoring for Exposure to Hazardous Chemicals - Guide for workers’: Safe Work Australia)
         - Identification of RCS dust through Safety Data Sheet (SDS) or labels
         - Dust exposure prevention
         - Checking controls are working and using them
         - When and how to use any respiratory protective equipment provided and what to do if something goes wrong (Including worker respirator fit and check processes).  

2. **Planning**
   - **Unpermitted works near roads**
     - **Risk:** 3H
     - **Control Measures:**
       - Obtain written consent from Coordinating Road Authority if applicable. Example:
         - Minor works (mowing) with no traffic impact = no consent required
         - Where traffic is impacted, consent is required
         - Roads other than freeways, minor works = no consent
         - Ensure work timed to avoid high traffic times. E.g.:
           - Peak hour
           - School drop-off and pick up (if applicable).  

3. **Training**
   - **Injury**
     - **Risk:** 3H
     - **Control Measures:**
       - Training of operators must include the identification of flora and fauna and awareness of their impact on the operator
       - All people working adjacent to traffic must have additional training and accreditation.  

4. **Working outdoors**
   - **Bites & stings from insects, reptiles and**
     - **Risk:** 3H
     - **Control Measures:**
       - First Aid requirements:
         - Provision of first aid equipment - adequate Bites/Stings First Aid kit is available
         - Each worker must have access to the equipment

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**HIERARCHY OF CONTROLS**

<table>
<thead>
<tr>
<th>LIKELIHOOD</th>
<th>INSIGNIFICANT</th>
<th>MINOR</th>
<th>MODERATE</th>
<th>MAJOR</th>
<th>CATASTROPHIC</th>
<th>SCORE</th>
<th>ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALMOST CERTAIN</td>
<td>3 - HIGH</td>
<td>3 - HIGH</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>4A - ACUTE</td>
<td>DO NOT PROCEED.</td>
</tr>
<tr>
<td>LIKELY</td>
<td>2 - MODERATE</td>
<td>3 - HIGH</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>3H - HIGH</td>
</tr>
<tr>
<td>POSSIBLE</td>
<td>1 - LOW</td>
<td>2 - MODERATE</td>
<td>3 - HIGH</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>4 - ACUTE</td>
<td>2M - MODERATE</td>
</tr>
<tr>
<td>UNLIKELY</td>
<td>1 - LOW</td>
<td>1 - LOW</td>
<td>2 - MODERATE</td>
<td>3 - HIGH</td>
<td>3 - HIGH</td>
<td>3 - HIGH</td>
<td>1L - LOW</td>
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<tr>
<td>RARE</td>
<td>1 - LOW</td>
<td>1 - LOW</td>
<td>2 - MODERATE</td>
<td>3 - HIGH</td>
<td>3 - HIGH</td>
<td>3 - HIGH</td>
<td>2M - MODERATE</td>
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</table>
## Overall Risk Rating After Controls

<table>
<thead>
<tr>
<th>1 - Low</th>
<th>2 - Moderate</th>
<th>3 - High</th>
<th>4 - Acute</th>
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### Permits
- Not applicable
- Hot Work
- Confined Space
- Local council
- ?
- ?

### Site Management Plan

Is the work associated with a Construction Project?  
- Yes
- No

If yes – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.

### Plant & Equipment

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>Electrical tools and leads</td>
<td>Tested and tagged quarterly</td>
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<tr>
<td>Hand tools - Meet AS/NZS</td>
<td>Regular visual inspection</td>
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<tr>
<td>Ladders - Meet AS/NZS</td>
<td>Inspected and tagged out if damaged</td>
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<tr>
<td>Mobile plant</td>
<td>Inspected and tagged out if damaged</td>
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### Hazardous Substances

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

<table>
<thead>
<tr>
<th>Number</th>
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### Supervisory Arrangements

- Audits
- Spot Checks
- Reporting systems
- Suitably qualified supervisors for job
- Direct on-site supervision
- Remote site: communication systems/schedule

### SWMS Sign-off

This SWMS developed in consultation and cooperation with workers and relevant organisation representatives. I have read the above SWMS, and I understand its contents. I confirm that I have the skills and training, including relevant certification, to conduct the task as described. I agree to comply with safety requirements within this SWMS, including risk control measures, safe work instructions, and PPE described.

### Workers' Name

<table>
<thead>
<tr>
<th>Name</th>
<th>Job Role / Position</th>
<th>Licences, Competencies &amp; Qualifications (add as applicable)</th>
<th>Date</th>
<th>Signature</th>
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### SWMS Development

- Developed by: [Company Name]
- Date: [Date]
- Review #: 1
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