**SYNTHETIC GRASS LAYING 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 <em>(for monitoring SWMS and work)</em>:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Signature:</td>
<td>Date:</td>
<td>PC Phone #:</td>
<td>Date SWMS provided to PC:</td>
</tr>
<tr>
<td>Contact Phone #:</td>
<td></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
- 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 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

<table>
<thead>
<tr>
<th>FOOT PROTECTION</th>
<th>HEARING PROTECTION</th>
<th>HIGH VISIBILITY</th>
<th>HEAD PROTECTION</th>
<th>EYE PROTECTION</th>
<th>FACE PROTECTION</th>
<th>HAND PROTECTION</th>
<th>PROTECTIVE CLOTHING</th>
<th>BREATHING PROTECTION</th>
<th>SUN PROTECTION</th>
<th>SAFETY HARNESS</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Foot Protection" /></td>
<td><img src="image2.png" alt="Hearing Protection" /></td>
<td><img src="image3.png" alt="High Visibility" /></td>
<td><img src="image4.png" alt="Head Protection" /></td>
<td><img src="image5.png" alt="Eye Protection" /></td>
<td><img src="image6.png" alt="Face Protection" /></td>
<td><img src="image7.png" alt="Hand Protection" /></td>
<td><img src="image8.png" alt="Protective Clothing" /></td>
<td><img src="image9.png" alt="Breathing Protection" /></td>
<td><img src="image10.png" alt="Sun Protection" /></td>
<td><img src="image11.png" alt="Safety Harness" /></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Likelihood</th>
<th>Insignificant</th>
<th>Minor</th>
<th>Moderate</th>
<th>Major</th>
<th>Catastrophic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Almost Certain</td>
<td>3 - High</td>
<td>3 - High</td>
<td>4 - Acute</td>
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</tr>
<tr>
<td>Likely</td>
<td>2 - Moderate</td>
<td>3 - High</td>
<td>3 - High</td>
<td>4 - Acute</td>
<td>4 - Acute</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>
</tr>
<tr>
<td>Unlikely</td>
<td>1 - Low</td>
<td>1 - Low</td>
<td>2 - Moderate</td>
<td>3 - High</td>
<td>4 - Acute</td>
</tr>
<tr>
<td>Rare</td>
<td>1 - Low</td>
<td>1 - Low</td>
<td>2 - Moderate</td>
<td>3 - High</td>
<td>3 - High</td>
</tr>
</tbody>
</table>

### SCORE

<table>
<thead>
<tr>
<th>Likelihood</th>
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</tbody>
</table>

### ACTION

- **4A - Acute**
- **3H - High**
- **2M - Moderate**
- **1L - Low**
- **DO NOT PROCEED.**
- Review before commencing work.
- Maintain control measures.
- Record and monitor.
- **DO NOT PROCEED.**

## HIERARCHY OF CONTROLS

<table>
<thead>
<tr>
<th>Most Effective</th>
<th>Elimination</th>
<th>Substitution</th>
<th>Isolation</th>
<th>Engineering</th>
<th>Administrative</th>
<th>PPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Least Effective</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</table>

## JOB TASK

1. **Provide training on the health effects associated with respirable crystalline silica dust**

   **Hazard:** 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 Datasheet (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).
   
   **Responsible Person:** Supervisor

2. **Planning unidentified hazards**

   **Hazard:** Unidentified hazards
   
   **Risk:** 3H
   
   **Control Measures:**
   - Outsourced contractors:
     - Liaise with contractors to confirm their SWMS is suitable and available for review
     - All workers are to work under the applicable contractor SWMS
     - If a conflict in controls is identified between this SWMS and a contractor SWMS, stop work until the relevant SWMS are amended, and workers informed of the changes.
   
   **Responsible Person:** Supervisor

3. **Arrival on-site & assess onsite conditions**

   **Hazard:** Personal injury, property damage &/or environmental incident
   
   **Risk:** 3H
   
   **Control Measures:**
   - Work vehicles positioned in a safe location, clear of traffic/vehicles/pedestrians during equipment delivery and materials removal (deploy physical barriers, caution signs as necessary)
   - Do not park illegally
   - Identify and obey all safety-related signage (check site entry requirements)
   - Report to Site Supervisor
   - Ensure site-specific induction undertaken
   - Assess mobile phone reception
   - The worksite is exactly as detailed in Terms of Agreement or contract
   - Complete a JSA specifying the control measures of unanticipated hazards.
   
   **Responsible Person:** Supervisor to check the site and conduct JSA where necessary

4. **Working outdoors**

   **Hazard:** Extreme weather
   
   **Risk:** 3H
   
   **Control Measures:**
   - Check weather conditions – do not work in extreme conditions
   - Reschedule works to work in more moderate temperatures.
   
   **Responsible Person:** Supervisor to maintain
## Job Task: HRCW
### Re-fuelling small engine equipment on site

<table>
<thead>
<tr>
<th>Hazards</th>
<th>Risk</th>
<th>Control Measures</th>
</tr>
</thead>
</table>
| Flammable atmosphere                                                   | 4A   | - Follow manufacturer's manual/recommendations for re-fuelling  
| - DO NOT smoke during re-fuelling                                       |      |  
| - **Diesel: Fire extinguisher** – Water, foam, dry chemical powder, CO₂ |      |  
| - **Unleaded petrol: Fire extinguisher** – Dry chemical powder, foam, CO₂ |      |  
| - Never use water to extinguish an Unleaded Petrol fire                 |      |  
| - Avoid breathing vapours or contact with fuel                          |      |  
| - Change clothing immediately if splashed with fuel                     |      |  
| - Do not siphon or swallow fuel as this can be fatal                    |      |  
| - Wash hands carefully after handling fuel before eating, drinking or smoking |      |  
| - Stay to designated access and egress routes                           | 3H   | - If acceptable, remove or add barricades.                                                                                                                                                                         |
| - Maintain awareness of surroundings at all times.                      |      |  
| Eye & skin damage                                                       | 4A   | - Clean up using a vacuum or wet cleaning methods  
| - Avoid breathing vapours or contact with fuel                          |      |  
| - Maintain awareness of surroundings at all times.                      |      |  
| - Use, maintain and store any respiratory protective equipment provided following instructions. |      |
| Eye & skin damage                                                       | 3H   | - All personnel sign-out on Site Register.                                                                                                                                                                         |

### Risk Rating After Controls

- **1 - Low**
- **2 - Moderate**
- **3 - High**
- **4 - Acute**

### 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.

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**Supervisor and workers**

- To ensure control measures followed

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**Supervisor**

- To confirm all workers have signed out

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**Workers**

- To comply with controls