

Cedar Creek Electrical Safe Work Method Statement 026 – Revision 1 / Date: 01/12/2019

SWMS 026

	Office Location: 269 Mulhollands Rd, Thirlmere NSW 2574	I approve the use of this Safe Work Method Statement: Name: Anthony Silm, Director Signature:  :		Date: 01/12/2019	
Description of Activity	Installation of Power Points	Work Site/Project Depot:			
Critical Steps in this Activity	Potential Hazards	Risk Levels	Safety Controls	Residual Risk Levels	Responsibilities
Check layout to drawings and specifications and confirm client.	N/A				
Check walls, cavities and ceilings for other services and confirm location of any water pipes, gas lines or power or telephone cables.	Falls Hand injuries	2 3	Ensure area is clear Wear safety footwear. Use suitable gloves Use ladders in accordance with SWMS 015 Use fall protection as appropriate	3	Site Supervisor
Check equipment is tagged.	Electric shock	1	Use only correctly tagged equipment.	3	Site Supervisor
Fit power point mounting brackets as required.	Debris and noise from drilling	3	Use minimum drilling speed consistent with effective work. Use appropriate respirators, eye and hearing protection Keep drill bits sharp. Use ladder or platform appropriately.	3	Site Supervisor
Tape or insulate ends of new cable to prevent electrical contact.	Electric shock	1	Use suitable insulating material	3	Site Supervisor
Run cables.	Hand injuries Electric shock	3 1	Use suitable gloves Confirm DEAD before commencing work	3	Site Supervisor
Connect power points.	Electric shock	1	Confirm DEAD before commencing work	3	Site Supervisor

Confirm fittings are secure and installed to specifications	Falling	2	Use ladder or platform appropriately.	3	Site Supervisor
Clear area and remove Isolation or DANGER TAGS.	Hand injuries	3	Use suitable gloves	3	Site Supervisor

Training Required to Complete		Personal Qualifications and Experience		List Codes of Practice, Legislation, Standards which apply to this Activity:	
1. Supervisor to be trained in hazard identification, risk assessment and control.		1. Minimum of trades assistant or apprentice working under a qualified Supervisor.		WHS Act 2011 WHS Regulations 2017 Regulation 2001 and Code of Practice, Electrical Practices for Construction Work.	
Supervisor to be certified as a qualified electrical Supervisor by the Department of Fair Trading.		2. Appropriate industry induction.			
3. EWP Training if using EWP		3. No previous experience required.			
Personnel, Duties and Responsibilities					
1. Supervisor to carry out daily inspections of work site for hazards.					
2. All personnel to maintain a tidy work site.					
List Plant/Equipment/Personal Protective Equipment required for this Activity:		List Equipment Maintenance Checks required for this Activity:		Engineering Certificates /Permits/Approvals required for this Activity <i>eg road closure, utility shutdown, WorkCover notification, demolition licence.</i>	
Portable drill, pipe detection equipment, leads and ladders.		Hand tools and ladders to be checked daily.		AS 3000 and client's specifications	
Person(s) Responsible for Supervising/Inspecting Services:					
Person(s) responsible for supervising the Services, inspecting and approving work areas, work methods, protective measures, plant equipment and power tools NB List of qualifications/experience is held on local files					
Name: Anthony Silm		Position: Director		Signature: 	
For list of names and signatures of staff instructed in this SWMS see training records.					
Frequency of Review: 3 Months or as required					
Consequence		Probability			
		Very Likely	Likely	Unlikely	Very Unlikely
Killed or cause permanent disability		Class 1	Class 1	Class 1	Class 2
Long Term illness or serious injury		Class 1	Class 1	Class 2	Class 2
Medical attention and several days off work		Class 1	Class 2	Class 2	Class 3
First Aid treatment		Class 2	Class 2	Class 3	Class 3
Class 1 - High		The hazard has the potential to kill or permanently disable you.			
Class 2 - Medium		The hazard has the potential to cause serious injury or illness, which would temporarily disable you.			
Class 3 - Low		The hazard has the potential to cause a minor injury which would not disable you			
Controls considered to manage risks: Elimination, Substitution, Isolation, Engineering, Administration, Personal Protective Equipment.					