



# SAFE WORK METHOD STATEMENT (SWMS)

## SWMS 031 - Gas Welding & Soldering

**ALL PERSONS INVOLVED IN THE TASK MUST HAVE THIS SWMS COMMUNICATED TO THEM PRIOR TO WORKS COMMENCING.**

An effective Risk Assessment should identify the relevant criteria listed below

- |   |   |
|---|---|
| <input type="checkbox"/> Work involving a risk of a person falling more than 2 metres.<br><input type="checkbox"/> Work carried out on a telecommunication tower.<br><input type="checkbox"/> Work involving demolition of an element of a structure that is loadbearing<br><input type="checkbox"/> Work around Asbestos Containing Material (ACM)<br><input type="checkbox"/> Work involving structural alterations or repairs requiring temporary support to prevent collapse<br><input type="checkbox"/> Work carried out in or near a confined space<br><input type="checkbox"/> Work carried out in or near a shaft or trench with an excavated depth greater than 1.5 metres or is carried out in or near a tunnel<br><input type="checkbox"/> Work involving the use of explosives<br><input type="checkbox"/> Working near or on Energised electrical installations or services<br><input type="checkbox"/> Working near or on Chemical, fuel or refrigerant lines | <input type="checkbox"/> Working near or on Pressurised gas distribution mains or piping<br><input type="checkbox"/> Work carried out in an area that may have a contaminated or flammable atmosphere<br><input type="checkbox"/> Work involving tilt-up or precast concrete<br><input type="checkbox"/> Work carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor that is in use by traffic other than pedestrians<br><input type="checkbox"/> Work carried out in an area at a workplace in which there is any movement of powered mobile plant<br><input type="checkbox"/> Work carried out in an area in which there are artificial extremes of temperature<br><input type="checkbox"/> Work carried out in or near water or other liquid that involves a risk of drowning<br><input type="checkbox"/> Work involving diving work |
|---|---|

Risk = Consequence & Likelihood			Probability					Elimination	Substitution	Isolation	Engineering	Administration	PPE	PPE is the last method of control
			Rare	Unlikely	Possible	Likely	Almost Certain							
			A	B	C	D	E							
Consequence	Catastrophic	5	High	High	Extreme	Extreme	Extreme							
	Major	4	Medium	High	High	Extreme	Extreme							
	Moderate	3	Low	Medium	High	Extreme	Extreme							
	Minor	2	Low	Low	Medium	High	Extreme							
	Low	1	Low	Low	Medium	High	High							

Foot Protection	Hearing Protection	High-Vis Clothing	Head Protection	Eye Protection	Face Protection	Hand Protection	Protective Clothing	Respiratory Protection	Sun Protection	Fall Arrest	Low Voltage Rescue Kit	Long Hair & Loose items such as Jewellery removed/tied back
Other PPE (Please List)												

Authorised by: Jared Warren

Company Name: Cape York Electrical & Airconditioning

Phone Number: 0428407010

Address: 13 Greenacres Close Whiterock Cairns 4868

Contact: Jared Warren

ABN: 28 791 930 310

Date Created: 03/08/2023

Review Date: 03/08/2024



# SAFE WORK METHOD STATEMENT (SWMS)

## Sign-Off Sheet

This Safe Work Method Statement has been developed in consultation with relevant personnel and the Persons Conducting the Business or Undertaking (PCBU). By signing this page, I agree that I have had these SWMS communicated to me and understand their contents. I confirm that I have the relevant certifications to conduct the task described and agree to comply with the control measures and safe work instructions and the use of PPE where required.

Name	Job Description	Signature	Date

Authorised by: Jared Warren

Company Name: Cape York Electrical & Airconditioning

Phone Number: 0428407010

Address: 13 Greenacres Close Whiterock Cairns 4868

Contact: Jared Warren

ABN: 28 791 930 310

Date Created: 03/08/2023

Review Date: 03/08/2024



# SAFE WORK METHOD STATEMENT (SWMS)

Page 3 of 6

Authorised by: Jared Warren

Contact: Jared Warren

Company Name: Cape York Electrical &  
Airconditioning

ABN: 28 791 930 310

Phone Number: 0428407010

Date Created: 03/08/2023

Address: 13 Greenacres Close Whiterock Cairns  
4868

Review Date: 03/08/2024



# SAFE WORK METHOD STATEMENT (SWMS)

Task ID	Job Step	Potential Hazard	Initial Risk Rating	Control Measures	Revised Risk Rating	Person(s) Responsible
1	Mobilizing	Poorly maintained equip. Asphyxiation due <ul style="list-style-type: none"> <li>Leakage</li> </ul>	High Risk 	<ul style="list-style-type: none"> <li>Pre use inspection of:               <ul style="list-style-type: none"> <li>bottles, regulators,</li> <li>hand pieces,</li> <li>fire extinguishers</li> </ul> </li> <li>1. PPE</li> </ul>	Medium Risk 	Site Foreman/ Worker
2	Works Works	Hot works <ul style="list-style-type: none"> <li>Fire</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Works area to be cleared of all flammable debris.</li> <li>Fire extinguisher must be available for immediate use.</li> <li>Hot works permit must be signed off by Principal.</li> </ol>	Medium Risk 	Site Foreman/ Worker
		Hot Works – Torch Tip, Slag, Hot Metal <ul style="list-style-type: none"> <li>Burns</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Mandatory PPE:               <ul style="list-style-type: none"> <li>Goggles,</li> <li>Long Sleeve Shirt,</li> <li>Long Pants,</li> <li>Safety Boots,</li> </ul> </li> <li>Leather Gloves</li> </ol>	Medium Risk 	Worker
		Heavy Bottles <ul style="list-style-type: none"> <li>Manual Handling Injuries</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Manual Handling SWMS</li> </ol>	Medium Risk 	Worker
		Hazardous Substances – Oxygen & Acetylene <ul style="list-style-type: none"> <li>Exposure to hazardous substances</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>As per MSDS's and Hazardous Substance SWMS.</li> </ol>	Medium Risk 	Site Foreman/ Worker
		Storage of Bottles <ul style="list-style-type: none"> <li>Damage to Bottles, Bottle Leaks</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Storage of bottles in dedicated storage area.</li> <li>Bottles to be solidly fixed by suitable means</li> <li>As Per Storing and Handling Refrigerant SWMS</li> </ol>	Medium Risk 	Site Foreman/ Worker

Authorised by: Jared Warren

Company Name: Cape York Electrical & Airconditioning

Phone Number: 0428407010

Address: 13 Greenacres Close Whiterock Cairns 4868

Contact: Jared Warren











ABN: 28 791 930 310

Date Created: 03/08/2023

Review Date: 03/08/2024



# SAFE WORK METHOD STATEMENT (SWMS)

Task ID	Job Step	Potential Hazard	Initial Risk Rating	Control Measures	Revised Risk Rating	Person(s) Responsible
3	Clean up	Poor House Keeping Hot Material <ul style="list-style-type: none"> <li>Rubbish/Waste left lying around</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Hot materials marked or placed in exclusion zone</li> <li>Clean up waste</li> </ol>	Medium Risk 	Worker
4	Various	Incident/Accident <ul style="list-style-type: none"> <li>Injured person not receiving medical treatment</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Access the area – Don't put yourself at risk/isolate power if risk</li> <li>Stay with patient – Send for help</li> <li>Notify the Principal Contractor</li> <li>Emergency response plan to be put in place</li> <li>Notify first aid officer for assistance</li> <li>Call '000' if help is taking too long or if you are unsure what to do</li> </ol>	Medium Risk 	Electrical Worker in Charge
5	Emergency	Any emergency that arises. <ul style="list-style-type: none"> <li>Injury</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Follow North Point Power and Data Emergency Procedure and/or Principle Contractor emergency Procedures Accordingly</li> <li>Call 000, and notify immediate supervisor or staff member</li> <li>Evacuate area to assembly point or safest possible area to assemble close to this area</li> </ol>	Medium Risk 	Electrical Worker in Charge
6	Not going to plan	Disruptions, change of situation possible danger exposure <ul style="list-style-type: none"> <li>Injury</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>STOP WORKS, Take 5.</li> <li>Review SWMS and JSEA.</li> <li>Consult with other team members and workers</li> <li>Assess and Review</li> <li>Re-sign work method statements</li> <li>Re-commence works if safe to do so</li> </ol>	Medium Risk 	Electrical Worker in Charge
7	Other Trades	Works in same area at same time <ul style="list-style-type: none"> <li>Injury to other trades</li> </ul>	High Risk 	<ol style="list-style-type: none"> <li>Barricades/Signage when other trades are at risk</li> </ol>	Medium Risk 	Electrical Worker in Charge

Authorised by: Jared Warren

Company Name: Cape York Electrical & Airconditioning

Phone Number: 0428407010

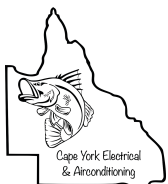
Address: 13 Greenacres Close Whiterock Cairns 4868

Contact: Jared Warren

ABN: 28 791 930 310

Date Created: 03/08/2023

Review Date: 03/08/2024



# SAFE WORK METHOD STATEMENT (SWMS)

Referenced Commonwealth - Codes of practice	Referenced Commonwealth – Acts & Regulations
<ul style="list-style-type: none"> <li>• Work Health and Safety (First Aid in the Workplace) Code of Practice 2015</li> <li>• Work Health and Safety (Hazardous Manual Tasks) Code of Practice 2015</li> <li>• Work Health and Safety (How to Manage Work Health and Safety Risks) Code of Practice 2015</li> <li>• Work Health and Safety (Labelling of Workplace Hazardous Chemicals) Code of Practice 2015</li> <li>• Work Health and Safety (Managing Electrical Risks in the Workplace) Code of Practice 2015</li> <li>• Work Health and Safety (Managing Noise and Preventing Hearing Loss at Work) Code of Practice 2015</li> <li>• Work Health and Safety (Managing Risks of Hazardous Chemicals in the Workplace) Code of Practice 2015</li> <li>• Work Health and Safety (Managing the Risk of Falls at Workplaces) Code of Practice 2015</li> <li>• Work Health and Safety (Managing the Work Environment and Facilities) Code of Practice 2015</li> <li>• Work Health and Safety (Work Health and Safety Consultation, Co-operation and Co-ordination) Code of Practice 2015</li> <li>• Refrigerant Handling Code of Practice 2007 Part 1 &amp; 2</li> <li>• Hazardous Chemicals COP 2011</li> <li>• AS 2030.1 – 2009 Gas Cylinders</li> <li>• AS 4332 – 2004 Storage &amp; handling of gases in cylinders.</li> </ul>	<ul style="list-style-type: none"> <li>• Work Health and Safety (Transitional and Consequential Provisions) Act 2011</li> <li>• Work Health and Safety Act 2011</li> <li>• Work Health and Safety Regulations 2011.</li> <li>• Ozone Protection and Synthetic Greenhouse Gas Management Act 2017</li> <li>• Ozone Protection and Synthetic Greenhouse Gas Management Regulations 2004</li> <li>• Gas Management Regulations admtd. 2014</li> <li>• HB40 - Australian. Refrigeration and Air Conditioning Code of Good Practice</li> </ul> <p><b>Referenced Australian Standards</b></p> <ul style="list-style-type: none"> <li>• AS/NZS 3000 Wiring Rules</li> <li>• AS/NZS 3012:2010 Electrical Installations – Construction and Demolition Sites.</li> <li>• AS/NZS 3017 - Electrical installations - verification guidelines</li> <li>• AS/NZS 4836 Safe working on or near low voltage electrical installations and equipment</li> <li>• AS/ NZS 1677.1 – 1998 Refrigeration Systems</li> <li>• AS/ NZS 1677.1 – 1998 - Admt. 1 2002</li> <li>• AS/ NZS 1677.2 – 1998 Refrigeration Systems</li> <li>• AS/ NZS 1677.2 – 1998 - Admt. 1&amp;2 / 2002</li> </ul>
Referenced QLD – Codes of practice	Further Information
<ul style="list-style-type: none"> <li>• Electrical safety code of practice 2013 - Managing electrical risks in the workplace</li> <li>• First Aid in the Workplace Code of Practice 2014</li> <li>• Hazardous Manual Tasks Code of Practice 2011</li> <li>• How to Manage Work Health and Safety Risks Code of Practice 2011</li> <li>• Labelling of Workplace Hazardous Chemicals Code of Practice 2011</li> <li>• Managing Noise and Preventing Hearing Loss at Work Code of Practice 2011</li> <li>• Managing the Risk of Falls at Workplaces Code of Practice 2018</li> <li>• Managing the Work Environment and Facilities Code of Practice 2011</li> <li>• Work Health and Safety Consultation, Co-operation and Co-ordination Code of Practice 2011</li> <li>• Managing Risks of Hazardous Chemicals in the Workplace Code of Practice 2013</li> <li>• Preparation of Safety Data Sheets for Hazardous Chemicals Code of Practice 2011</li> </ul>	<p><u>QLD</u></p> <ul style="list-style-type: none"> <li>• OHS Legislation <a href="https://www.worksafe.qld.gov.au/laws-and-compliance/workplace-health-and-safety-laws/laws-and-legislation">https://www.worksafe.qld.gov.au/laws-and-compliance/workplace-health-and-safety-laws/laws-and-legislation</a></li> <li>• Environmental Legislation <a href="https://www.ehp.qld.gov.au/management/env-policy-legislation/">https://www.ehp.qld.gov.au/management/env-policy-legislation/</a></li> <li>• OHS Codes of Practice <a href="https://www.worksafe.qld.gov.au/laws-and-compliance/workplace-health-and-safety-laws/laws-and-legislation/codes-of-practice">https://www.worksafe.qld.gov.au/laws-and-compliance/workplace-health-and-safety-laws/laws-and-legislation/codes-of-practice</a></li> </ul> <p><u>Commonwealth</u></p> <ul style="list-style-type: none"> <li>• OHS Legislation - <a href="http://www.legislation.act.gov.au">http://www.legislation.act.gov.au</a></li> <li>• Environmental Legislation - <a href="http://www.legislation.act.gov.au">http://www.legislation.act.gov.au</a></li> <li>• OHS Codes of Practice - <a href="http://www.legislation.act.gov.au">http://www.legislation.act.gov.au</a></li> </ul>

Authorised by: Jared Warren

Company Name: Cape York Electrical & Airconditioning

Phone Number: 0428407010

Address: 13 Greenacres Close Whiterock Cairns 4868

Contact: Jared Warren

ABN: 28 791 930 310

Date Created: 03/08/2023

Review Date: 03/08/2024