Scope of Work Activity Covered by this Work Method Statement

Site:

This Work Method Statement outlines the main hazards and risks associated with **Painting**

Instructions for Safe Work Method Statements

A Safe Work Method Statement (SWMS) is a document that sets out the work activities to be carried out at a workplace, the hazards arising from these activities and the measures to be put in place to control the risks. All work must be carried out in accordance with this SWMS. This SWMS must be kept and be available for inspection.

Applicable High Risk Construction Work Activities (highlighted). A SWMS is required for all high risk work activities.

Y	A risk of a person falling more than 2 M		Demolition of a load-bearing structure.		Work on a tele-communications tower
	Work in or near a shaft or thrench with an excavated depth over 1.5m or in a tunnel		Temporary load-bearing support structures for structural installations or repairs		Work on or near a pressurised gas distribution mains or piping
	Work on or near chemical, fuel or refrigerant lines		Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians		Work on or near energised electrical installations or services
	Likely to involve disturbing asbestos		Work in or near a confined space		Work in an area with movement of powered mobile plant
	Work in areas with artificial extremes of temperature		Work in or near water or other liquid that involves a risk of drowning		Work in an area that may have a contaminated or flammable atmosphere
	Use of explosives		Tilt-up or precast concrete elements		Diving work

Personal Protective Clothing & Equipment (PPE) Required

Safety Boots		**Protective Gloves**	
Safety Glasses		**High Visibility Clothing / Vests**	
Hearing Protection		**Hard Hat**	

Required Qualifications/Verifications

Qualification	Requirement	Qualification	Requirement
WHSQE Induction	**All Personnel**	**High Risk Licence - Working at Heights**	**Where Required**
Construction Industry White Card	**All Personnel**	**High Risk Licence - Elevated Work Platform**	**All Personnel**
Site Induction	**All Personnel**		

Required Qualifications/Verifications

Plant and equipment used on site includes, but is not limited to:

Plant and/or Equipment	Inspection and maintenance checks required	Plant and/or Equipment	Inspection and maintenance checks required
Mobile Equipment	Safety check prior to use. Maintenance & Safety Checks in accordanxce with Maniufacturers Specifications	**Electrical Equipment**	Tag & Test. Safety check prior to use. Maintenance & Safety Checks in accordanxce with Maniufacturers Specifications
Ladders	Safety check prior to use	**Extension Leads**	Tag & Test Safety check prior to use
Lifting Equipment	Safety check prior to use	**Hand Tools**	Safety check prior to use. Maintenance & Safety Checks in accordanxce with Maniufacturers Specifications

Inspections of plant to be carried out before commencement of work, as per listed hazard controls for pre-start checks.

SWMS Develop By:	**Director**	**SWMS Approved By:**	**Anthony Agius**
SWMS Consulted With:	**Site Foreman**	**Person Responsible for ensuring compliance with this SWMS**	**Site Foreman**

Formal communication of Site Safety Rules will occur primarily in three ways:

1. As part of the implementation of this Work Method Statement, all parties in the workgroup to be present for a brief meeting.

2. As new person(s) (employees, subcontractors, etc.) enter the site for the first time they will be briefed on the Site Safety Rules that they must comply with and sign induction form stating that they are aware of the site specific hazards.

3. At regular 'toolbox' meetings – employees will be reminded of the safety site rules, new and existing potential hazards and also constantly reminded of the importance of striving for a hazard free work place.

RISK RATING MATRIX

Consequence → / Likelihood ↓	**Low (C1)** No Injury most probable outcome; Losses in <$500; Environmental impact small localised and contained;	**Minor (C2)** FAI most probable outcome; Losses in excess >$500 <$15,000; Environmental impact, contained impact requiring minor remedial action.	**Moderate (C3)** MTI or LTI most probable outcome; Losses in excess >$15,000 <$50,000; Environmental impact, medium term contained impact requiring considerable remedial action.	**Major (C4)** LTI most probable outcome; Losses in excess >$50,000 <$100,000; Environmental contamination off-site, considerable remediation required	**Critical (C5)** A fatality(s) most probable outcome; Losses in excess >$100,000; Irreversible/ irreparable environmental contamination.
Rare (L1) A similar incident is unlikely to occur again	L2	L3	L4	M5	M6
Unlikely (L2) A similar incident could occur in the next 5 years	L3	L4	M5	M6	H7
Possible (L3) A similar incident could occur in the next 1 year	L4	M5	M6	H7	H8
Likely (L4) A similar incident could occur in the next 6 months	M5	M6	H7	H8	E9
Almost certain (L5) A similar incident could occur in the next 1 month	M6	H7	H8	E9	E10

Risk Score	Risk Rating	Required Action
2-4	Low risk	Manage and Monitor by routine internal procedures.
5-6	Moderate risk	Specific monitoring or procedures to be implemented. Management responsibility to be specified and strategies implemented as part of day-to-day activities.
7-8	High risk	Immediate action to be implemented by Operations Manager and HSEQ Manager. GM to be notified
9-10	Extreme risk	Immediate action to be implemented; this level of risk needs detailed research and planning by Operations Manager and HSE Q manager. GM must be notified.

Hierarchy of Controls	
1. Elimination	Complete elimination of risk
2. Substitution	Replacement of material, process, substance, etc.
3. Engineering	Designing risks out or isolation of risks
4. Administrative	Adjusting the time or conditions of risk exposure, including training options
5. Personal protective equipment	Provision of PPE where other options are not practicable

Relevant Legislation, Standards & Codes of Practice relating to the work:

NSW Work Health & Safety Act November 2011
NSW Work Health & Safety Regulations September 2025

NSW Code of Practice - Construction Work	August, 2019
NSW Code of Practice - Demolition	August, 2019
NSW Code of Practice - Excavation Work	January, 2020
NSW Code of Practice - First Aid in the Workplace	January, 2020
NSW Code of Practice - Hazardous Manual Tasks	August, 2019
NSW Code of Practice - How to Manage and Control Asbestos in the Workplace	December, 2022
NSW Code of Practice - How to Safely Remove Asbestos December	December, 2022
NSW Code of Practice - How to Manage Work Health and Safety Risks	August, 2019
NSW Code of Practice - Managing Electrical Risks in the Workplace	August, 2019
NSW Code of Practice - Managing Noise & Preventing Hearing Loss at Work	December, 2022
NSW Code of Practice - Managing the Risk of Falls at Workplaces	August, 2019
NSW Code of Practice - Managing the Risks of Hazardous Chemicals in the Workplace	December, 2022
NSW Code of Practice - Managing the Risks of Plant in the Workplace	December, 2022
NSW Code of Practice - Managing the Work Environment and Facilities	August, 2019
NSW Code of Practice - Work Health and Safety Consultation, Cooperation and Coordination	December, 2022

February 2022

Painting

Task	Hazard	Probability	Consequence	Ranking	Control	Person Responsible	Probability	Consequence	Ranking
		Inherent Risk					Residual Risk		
Remove and dispose off wallpaper	Dust, Cuts, abrasions, Electrocution, heights	4	3	**H7**	1 - Wear correct PPE 2 - All leads are tagged 3 - Use correct access equipment	All Workers	3	2	**M5**
Prepare surface for painting	Dust, Cuts, abrasions, Electrocution, heights	4	3	**H7**	1 - Wear correct PPE 2 - All leads are tagged 3 - Use correct access equipment	All Workers	2	2	**L4**
Paint surfaces	Dust, Cuts, abrasions, Electrocution, heights	4	3	**H7**	1 - Wear correct PPE 2 - All leads are tagged 3 - Use correct access equipment	All Workers	2	2	**L4**
Clean up	Dust, Cuts, abrasions, Electrocution, eye injuries	4	3	**H7**	1 - Wear correct PPE 2 - All leads are tagged 3 - Use correct access equipment	All Workers	2	2	**L4**
Remove and Load waste	Dust, Cuts, abrasions, Electrocution, heavy lifting	4	3	**H7**	1 - Wear correct PPE 2 - All leads are tagged 3 - Use correct access equipment	All Workers	2	2	**L4**
Monitor & Review		4	4	**H8**	1 - SWMS to be reviewed by all staff through daily pre-start and weekly toolbox talks for effectiveness & application to site. 2 - Compliance to the SWMS is monitored using a system of routine or random workplace inspections. 3 - In the event that the work is not being carried out in accordance with the SWMS, all work will cease immediately. The SWMS are reviewed to identify non-compliance and ensure the method in the SWMS is the most practical and safest way of doing the task. The SWMS is revised if another method is identified as being a safer option, before work resumes. 4 - Feedback to be given by all staff and improvements to be included in revision of SWMS.	Supervisor Work Team	1	1	**L2**

Sign Off

The representatives of Ages Build listed below have been involved in the creation and implementation of this Safe Work Method Statement (SWMS) and will make sure all work is carried out in accordance with this document. All workers listed below have the appropriate licence/qualifications and/or experience required to perform each job task:

Workers Name	Role	Signature	Date