

Safe Work Method Statement

Remedial Works — exterior and balcony concrete repair, waterproofing, tiling, render, crack injection, balustrade installation, and silica-generating activities

PCBU:	Robertson's Remedial and Painting Pty Ltd 10/56 Buffalo Road, Gladesville NSW 2111 Phone: (02) 9181 3519 ABN: 16 140 746 247	Site address:	[Insert Site Address Here]
Project Manager:	■ [Insert Project Manager Name Here]	Date SWMS provided to PC:	19-Mar-26
Work activity:	Remedial Works — exterior and balcony concrete repair, waterproofing, tiling, render, crack injection, balustrade installation, and silica-generating activities	Principal Contractor (PC):	[Insert Principal Contractor (PC) Here]

High Risk Construction Work (HRCW):
☒ Risk of a person falling more than 2 metres
☐ Likely to involve disturbing asbestos
☐ Work in or near a shaft or trench deeper than 1.5 m or a tunnel
☐ Work on or near chemical, fuel or refrigerant lines
☐ Tilt-up or precast concrete elements
☐ Work on a telecommunication tower
☐ Temporary load-bearing support for structural alterations or repairs
☐ Use of explosives
☐ Work on or near energised electrical installations or services
☐ Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians
☐ Demolition of load-bearing structure
☐ Work in or near a confined space
☐ Work on or near pressurised gas mains or piping
☐ Work in an area that may have a contaminated or flammable atmosphere
☒ 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
☐ Diving work

Person responsible for ensuring compliance with SWMS:	■ [Insert Supervisor Name Here]	Date SWMS received:	19-Mar-26
What measures are in place to ensure compliance with the SWMS?	Toolbox meetings, SWMS sign off, job observations and supervision review. If issues with the SWMS or new hazards are identified, the supervisor must be notified. When changes are made to SWMS, it will be communicated to all workers.		
Person responsible for reviewing SWMS control measures:	■ [Insert Project Manager Name Here]	Date SWMS received by reviewer:	19-Mar-26
How will the SWMS control measures be reviewed?	The control measures implemented will be reviewed and if necessary, revised annually or if work methods change, the control measures are not effective in controlling the risk, a new hazard/risk is identified or following an incident. The SWMS will be reviewed in consultation with workers and/or others who may be affected by the SWMS. Any changes to the SWMS will be communicated with workers at induction, daily pre-starts and toolbox talks.		
Reviewer's signature:	■ [Insert Project Manager Name Here]	Review date:	19-Mar-26

This SWMS must be kept and be available for inspection until the high-risk construction work to which this SWMS relates is completed. If the SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to the high-risk construction work in this SWMS, the SWMS must be kept for at least 2 years from the date of the notifiable incident.

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PRE-REQUISITES TABLE

Must be in place before starting work			
PPE — All Persons on Site	- Steel-capped footwear (AS/NZS 2210.3) - High-vis vest (AS/NZS 4602) or long sleeves (UPF-rated for outdoor work) - Eye protection (AS/NZS 1337.1) - Safety helmet/hard hat where overhead risk present - Safety gloves — task-specific (see step controls)	Additional PPE	- Full-body harness with double lanyard and shock absorber (AS/NZS 1891.1) - Tool lanyards for all hand tools used at height - Broad-brim hard hat or sun brim attachment — sun protection SPF 50+ - Hearing protection Class 5 (AS/NZS 1270) if noise >85 dBA - P2 respirator — minimum for all silica-generating tasks (fit-checked)
Licences / Qualifications	- White Card — all workers (General Construction Induction) - EWP Licence WP class — HRW licence required (EWP operators) - Working at Heights training — RIIWHS204E or equivalent (current within 2 years) - IRATA/SPRAT certification — rope access technicians (level appropriate to task) - Scaffolding HRW licence — BasicScaffold or Advanced as applicable (scaffold contractors)	Permits & Approvals	Hot Work Permit (if applicable)
Plant & Equipment	- All scaffold — status tagged 'SAFE TO USE' (green) at each access point before use - EWP — current PSV, pre-use inspection completed; listed on plant register - Powered scaffold-mounted materials winch/hoist — SWL confirmed; listed on plant register - All power tools and extension leads — current test and tag (AS/NZS 3760) - M-class industrial vac. with HEPA filter — for all silica-generating tasks - Spill response kit — minimum capacity 110% of largest container - Fire extinguisher (ABE) — within 5m of chemical storage and use areas - First aid kit and eye wash station — location confirmed at induction - Rope access kit — inspected daily; rescue kit assembled before first descent - RCD protection for all 240V tools and leads	Hazardous Substances	- Hazardous Substances Register maintained — all paints, primers, sealers, solvents, epoxies, grouts, waterproofing products listed - SDS for every product on site — current version (within 5 years), accessible to all workers at all times - Workers briefed on product hazards, PPE requirements, and first aid before first use of each product - Flammable liquids stored per AS 1940 — separated from ignition sources, direct sun, and incompatible materials - Chemical quantities on scaffold limited to daily need only - Isocyanate products (2-pack systems) require separate health surveillance program and separate SWMS

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Consultation	Workers consulted in preparation of this SWMS per NSW WHS Regulation r.299(3) and r.300(2). SWMS reviewed with all workers before work commences — workers sign off before starting.	Legislative Basis	Work Health and Safety Act 2011 (NSW) WHS Regulation 2017 (NSW) rr.291–302 Code of Practice: Managing the Risk of Falls at Workplaces Code of Practice: Hazardous Manual Tasks Code of Practice: Managing Risks of Hazardous Chemicals AS/NZS 1892 Portable Ladders AS/NZS 1576 Scaffolding IRATA International Code of Practice for Industrial Rope Access Safe Work Australia: Workplace Exposure Standard for Silica 0.05 mg/m ³ TWA Design and Building Practitioners Act 2020 (NSW)
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SWMS-RPD-REMEDIAL-WORKS-2026-03-19-2f310a.docx	Version: 9.0	Approved by: Director	Issue Date: 19-Mar-26 / Review Date: 19-Mar-27	Page 3 of 31
Remedial Works — exterior and balcony concrete repair, waterproofing, tiling, render, crack injection, balustrade installation, and silica-generating activities DOC-ID: 9dadc548-fb75-4ab3-a3fb-8755082f310a		This document is uncontrolled when printed. The controlled document is available on server.		

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Brief Description: Master SWMS for exterior building remediation on residential and commercial strata properties. Covers site administration (induction, emergency response, public interface, weather, housekeeping), working at height (ladders, scaffold, rope access, EWP), structural and remedial works (concrete breakout, crack stitching, render, crack injection, balustrade, doors/windows), finishes and waterproofing (tile bed, waterproofing membrane, tiling), and site-wide controls for silica-generating activities, hazardous chemicals, manual handling, and mobile plant. Applicable HRCW: risk of fall >2m; work in an area with movement of powered mobile plant.

STEP-BY-STEP SAFE WORK METHOD TABLE

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
1	Site induction, daily sign-in and SWMS induction	- Workers commencing without site awareness — uncontrolled hazard exposure - SWMS not understood or controls not verified before commencing activity - Unauthorised workers accessing site	Low (1)	Admin: - Daily Sign-In and critical control confirmation completed by all workers — recorded in Breadcrumb - Site induction completed by all workers on first day — recorded in Breadcrumb - SWMS (site specific) induction completed and signed by all workers including membership in PM's WhatsApp work group — recorded in Breadcrumb - Toolbox talk conducted weekly — covers tasks, hazards, controls, weather, site changes — recorded in Breadcrumb - All workers hold Construction Induction White Card — recorded in Breadcrumb	Low (1)	- SUP — conduct induction, confirm daily sign-in, verify White Card and SWMS sign-off - WKR — sign Daily Sign-In and SWMS induction register before starting work	STOP-WORK TRIGGER - Worker cannot produce White Card - Worker not site and SWMS inducted - Worker unfamiliar with Emergency Response RISK CODE: SYS-L1

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
2	Emergency response	- Medical emergency on site - Fire or chemical spill - Worker incapacitated at height — scaffold, EWP, rope access - Building evacuation required	High (3)	Admin: - Site Emergency Plan communicated at induction and toolbox talk after being updated — emergency contacts displayed at site entry — call 000 for any serious injury or emergency — supervisor directs responders (site address available) - Assembly Point identified and communicated at induction — muster procedure: supervisor conducts headcount and confirms all workers accounted for - WAH Rescue Plan documented and practised — rescue equipment on site (rope rescue kit for rope access, EWP rescue procedure) - Chemical Spill: spill response equipment available where chemicals are decanted — minimum capacity 110% of largest container — drains protected and waste contained for disposal - Fire: activate alarm, evacuate, call 000 — do not fight fire beyond incipient stage — fire extinguisher locations identified at induction - Incident reporting: incidents, injuries, near-misses, and hazards notified to PM's WhatsApp work group — notifiable incidents reported to SafeWork NSW per WHS Act s.38	Low (1)	- SUP — confirm emergency plan posted, rescue equipment on site, assembly point established - WKR — confirm emergency contacts and assembly point at each induction	STOP-WORK TRIGGER - Any emergency — all work ceases until area declared safe by supervisor - No restart without toolbox talk on incident and any changed controls RISK CODE: SYS-H3

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
3	Hot and dangerous weather	- Heat stress, heat stroke, and dehydration - Slip hazard from wet surfaces on elevated platforms - Wind dislodging materials or affecting scaffold stability - UV exposure — skin cancer risk	Medium (2)	Engineering: - Drinking water available within 50m of all work positions Admin: - Monitor Bureau of Meteorology forecasts daily — adjust work schedule in extreme heat - Wind triggers: >40 km/h — suspend all elevated work (scaffold, EWP, fall restraint, IRA)	Low (1)	- SUP — check BOM forecast daily, communicate weather triggers at pre-start, confirm water available - WKR — report signs of heat stress in self or others to supervisor immediately	STOP-WORK TRIGGER - Worker shows signs of heat stress - Wind exceeds trigger thresholds - Lightning within 5km - Rain making surfaces unsafe for elevated work RISK CODE: SYS-M2
4	Residents and public interface	- Fall from unprotected edge — resident or public not excluded from drop zones - Falling objects striking residents or public - Paint overspray or dust reaching occupied areas - Noise and access disruption to residents - Unauthorised entry to work zones	Medium (2)	Engineering: - Physical barriers (barricades, mesh, hoarding) around all work zones accessible to residents or public - Temporary fence or hard barriers protecting all unprotected edges >1.5m - Drop zones below all elevated work barricaded to full fall-line of debris Admin: - Residents notified via third party minimum 48 hours before work commences — written notice specifying dates, times, and nature of work - Work hours comply with council DA conditions and strata by-laws — no work outside approved hours without written approval - Signage at building entry and work zones: 'CONSTRUCTION WORK IN PROGRESS', contact details, and exclusion zone warnings	Low (1)	- SUP — verify barriers in place, notifications sent, signage erected before work commences - WKR — confirm exclusion zone is established before starting each day	STOP-WORK TRIGGER - Resident or member of public enters exclusion zone - Barricade displaced or removed - Complaint of health effect from dust, fumes, or noise RISK CODE: SYS-M2

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
5	Balcony security — occupied residential during silica-producing activities	- Residents accessing balcony work area — uncontrolled silica exposure - Dust seal or barrier tampering — silica ingress to occupied unit - Fall from unprotected balcony edge	Medium (2)	Engineering: - Maintain continuous dust-ingress seal separating work area from occupied unit — no gaps permitted Admin: - Balcony access permitted only with prior approval from Site Supervisor/PM and only for authorised workers - If any tape/dust seal found removed, damaged, or loose — stop work in the area and reinstate immediately before continuing - Report any resident access or tampering immediately to PM's WhatsApp work group — PM records in incident register and notifies resident representative	Low (1)	- SUP — confirm seals intact and access controlled before each shift commences on balcony - WKR — inspect seal integrity before starting and after any break; report any compromise immediately	STOP-WORK TRIGGER - Resident enters work zone - Dust seal removed or damaged - Seal not reinstated before recommencing RISK CODE: SYS-M2
6	Housekeeping and waste management	- Slip, trip, and fall from debris, spills, or cluttered work areas - Environmental contamination from paint waste, solvents, or chemical residue - Fire from accumulated flammable waste	Low (1)	Engineering: - Never block fire exits, fire escape corridors, or stairwells - Designated waste bins: general waste, recyclable, and hazardous (paint, solvent, chemical containers) clearly labelled and separated Admin: - Clean-as-you-go policy — each work area cleared of debris and waste at end of each task and end of day - Paint and solvent waste disposal complies with EPA requirements — not poured into stormwater, drains, or ground	Low (1)	- WKR — maintain clean-as-you-go discipline throughout shift - SUP — inspect work areas at end of each task; confirm hazardous waste correctly segregated	STOP-WORK TRIGGER - Fire risk from accumulated flammable waste - Work area too cluttered to maintain safe access/egress RISK CODE: PRE-L1

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
7	Manual handling	- Musculoskeletal injury from lifting, awkward postures, or repetitive tasks - Crush injury from dropped loads - Strain from carrying materials on stairs or uneven surfaces	Medium (2)	Engineering: - Mechanical aids first — trolleys and powered scaffold-mounted materials winch/hoist for loads >20 kg - Team lifts for awkward or heavy items — minimum 2 persons for 20L drums on stairs or passing between scaffold decks - Powered scaffold-mounted materials winch/hoist listed on plant and equipment register to confirm in service with OEM requirements Admin: - Pre-task assessment of manual handling risks — route, load weight, distance, stairs, and obstacles assessed before each lift - Plan deliveries to minimise carry distances	Low (1)	- WKR — assess lift before attempting; use mechanical aids or team lift for loads >20 kg - SUP — confirm mechanical aids available and plant register current before work commences	STOP-WORK TRIGGER - Worker reports pain or strain - Access route obstructed - Winch/hoist SWL unknown or unit not in service RISK CODE: PRE-M2

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
8	High access — ladder use (short-duration only)	- Fall from ladder — overreach or loss of balance - Ladder slip from incorrect setup or unstable ground - Dropped tools or objects onto persons below	High (3)	Engineering: - Industrial-rated ladder AS/NZS 1892 — correct 4:1 angle (extension), non-slip feet, secured where possible - A-frame fully opened and locked on stable level ground Admin: - Working at Heights Risk Assessment (WAH_RA) completed before each ladder use — confirms ladder is only practicable method for this task - Three points of contact maintained at all times — no top two rungs — no overreaching - Spotter or delineate area below — tools secured with tool lanyards/pouches where drop risk present - Extension ladder: set at 4:1 angle, firm level base, top supported/secured where practicable, extends ≥1m above landing point if used for access	Low (1)	- SUP — confirm WAH_RA completed, area below controlled, ladder type and condition approved before use - WKR — inspect ladder before each use; confirm spotter or delineation in place	HOLD POINT 8 - Elimination/substitution confirmed — EWP/scaffold considered first; ladder use justified as short-duration and low-risk only - Correct ladder selected and compliant — industrial rated AS/NZS 1892, correct duty rating, inspected and fit for purpose (no defects) - Extension ladder: set at 4:1 angle, firm level base, top supported/secured where practicable, extends ≥1m above landing point - A-frame/platform: fully opened, spreaders locked, used on stable level ground - Drop zone controls: area below controlled (spotter or barricade) — tools secured with lanyards/pouches where drop risk present STOP-WORK TRIGGER - Ladder damaged or defective - Footing unstable or uneven - Inadequate control of area below - Unsafe weather or wind - Task exceeds short-duration or changes in scope RISK CODE: WAH-H3

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
9	Scaffold — erect, use, and dismantle	- Fall from height during erection, use, or dismantling - Scaffold collapse from inadequate design, overloading, or ground failure - Falling objects from scaffold platform - Workers below struck by components during erection/dismantle	High (3)	Engineering: - Full perimeter guardrails (top and mid) and toe boards on all platforms; brick guards where materials stored; debris mesh/shade cloth adjacent to public or occupied areas - Sole/base plates on all standards — ground bearing confirmed before erection - Mobile scaffolds: castor locks engaged; outriggers as per manufacturer; never move with persons or materials on platform - Compliant ladder/stair access secured at top and bottom; no climbing braces; gates at open platform edges Admin: - Competent person inspection before first use, after modification or impact, at ≤30-day intervals, and after severe weather (>60 km/h) - Load rating displayed and not exceeded — no stockpiling beyond immediate need - Components not thrown — controlled lowering and handling only	Low (1)	- SCAFFOLD CONTRACTOR — erect, modify, and dismantle to AS/NZS 1576; tag SAFE TO USE at each access point before handover - SUP — sight current green tag before authorising use; record inspection intervals	HOLD POINT 9 - SafeWork NSW HRW scaffolding licence sighted and recorded prior to erection, modification, or dismantling - Status tagging confirmed: green 'SAFE TO USE' tag at each access point before use - Design/engineering: erected to AS/NZS 1576; scaffold >4m or non-standard requires engineer design/verification sighted on site - Exclusion zone barricaded below full drop zone/fall-line during erection/dismantle and overhead work — no persons or public inside - Electrical clearance: overhead/adjacent electrical hazards identified; exclusion distances/isolations implemented before erection or use STOP-WORK TRIGGER - Tag missing, expired, or red - Guardrails or toe boards incomplete - Settlement or subsidence detected - Overload or electrical clearance not maintained RISK CODE: WAH-H3

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
10	Jackhammering, cutting, grinding and core drilling — silica-containing materials	- Silica dust inhalation — silicosis (fatal, irreversible) - Dust exposure to adjacent workers and residents - Fall from unprotected edge - Flying debris and disc/bit failure - Noise-induced hearing loss - Hand-arm vibration syndrome from sustained powered tool use	High (3)	Engineering: - Wet suppression: integrated water feed or continuous low-pressure misting at point of cut — no dry jackhammering/cutting/grinding/core drilling on silica materials - Where wet methods not practicable: on-tool extraction with M-class industrial vacuum/dust extractor fitted with HEPA filter - RCD protection for all 240V tools and leads (test and tag in date) — battery tools preferred in damp/wet areas - Clean-up (bulk) using M-class HEPA extraction or wet clean — no blowers - Maintain tools and extractors — replace HEPA filters per manufacturer; remove defective equipment from service Admin: - Record silica work at Daily Sign-In in Breadcrumb: task, planned controls, and estimated duration - Area isolated and signed (close/tape doors; plastic/zip walls indoors) — exclusion zone ≥5m in place (extend as required) - Air monitoring deployed where required to verify RCS exposure and control effectiveness (high dust tasks, indoor/poor ventilation, extended duration, or as directed by WHS consultant)	Low (1)	- SUP — confirm wet method or on-tool extraction operating on all powered tools before any silica work commences; verify exclusion zone established - WKR — confirm P2 respirator fitted and fit-checked; confirm wet/extraction method operating before starting	HOLD POINT 10 - Temporary edge protection/fall prevention confirmed at all unprotected edges - Wet suppression or on-tool extraction confirmed operating on all powered tools — no dry jackhammering/cutting/grinding on silica materials - P2 respirators worn and fit-checked by all workers in the dust zone - Area isolated and signed — exclusion zone ≥5m confirmed - Air monitoring implemented where required — high dust tasks, indoor/poor ventilation, extended duration, or as directed by WHS consultant STOP-WORK TRIGGER - Wet method stops or extraction fails - P2 not worn by any worker in dust zone - Exclusion zone breached - Visible dust beyond zone - Guard removed or defective RISK CODE: SIL-H3

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
11	Install sand/cement tile bed to balconies	- Fall from unprotected edge - Manual handling — bags and mortar; silica and cement dust exposure - Cement burns (alkali) - Slips/trips on wet screed - Dropped objects to area below	Medium (2)	Engineering: - Temporary edge protection/fall prevention at all unprotected edges - Exclusion zone maintained below balcony during screeding - Apply silica controls (wet/HEPA + P2 + exclusion zone) when mixing — see Step 10 - Contain washout — not to stormwater or ground Admin: - Confirm waterproofing integrity and hold point sign-off before screeding — see Step 12 hold point - Confirm set-out and falls to drainage before placing screed - No foot traffic on screed until strength and cure achieved — supervisor to confirm	Low (1)	- SUP — confirm edge protection, waterproofing hold point signed, silica controls in place before commencing - WKR — inspect edge protection and exclusion zone before starting each session	HOLD POINT 11 - Temporary edge protection/fall prevention confirmed at all unprotected edges - Waterproofing integrity sign-off confirmed before screeding commences STOP-WORK TRIGGER - No compliant edge protection or exclusion zone - Silica controls not in place RISK CODE: PRE-M2

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
12	Waterproofing membrane application — liquid and sheet including priming	- Fall from unprotected edge - VOC/solvent vapours — inhalation and ignition risk - Skin/eye exposure and irritation from membrane products - Slips on uncured membrane - Manual handling — rolls and 20L buckets	Medium (2)	Engineering: - Temporary edge protection/fall prevention at all unprotected edges - Ventilation confirmed (forced or natural) and maintained throughout application - Ignition sources eliminated — no smoking; no open flame within application zone - Team lifts for awkward or heavy items Admin: - SDS reviewed for all waterproofing products before use — VOC, flammability, and PPE requirements confirmed - Method confirmed with engineer — membrane type, primer, and detailing specification on site before commencing - Membrane integrity tested before screed or tiles proceed — results recorded and signed off by supervisor	Low (1)	- SUP — confirm edge protection, ventilation, and engineer specification on site before commencing; sign off membrane integrity test result - WKR — confirm SDS reviewed, PPE worn, ventilation confirmed before applying product	HOLD POINT 12 - Temporary edge protection/fall prevention confirmed at all unprotected edges - Ventilation confirmed adequate (forced or natural) throughout application zone - Membrane integrity testing completed and signed off by supervisor before screed or tiles proceed STOP-WORK TRIGGER - Vapour odour detected in adjacent occupied unit - Ventilation fails or inadequate - Ignition source present in application zone - Membrane integrity test failed or not signed off RISK CODE: ENV-M2

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
13	Tiling	- Silica dust inhalation — silicosis (fatal, irreversible) - Fall from unprotected edge - Manual handling — tile boxes and bags of adhesive - Slip on wet adhesive or fresh grout during installation - Chemical exposure from grout and sealant	Medium (2)	Engineering: - Temporary edge protection/fall prevention at all unprotected edges - Tile cutting: use tile cutter or apply silica controls (wet/HEPA + P2 + exclusion zone) — no dry cutting of tiles - Wet saw waste water collected and disposed — not to stormwater - Traffic restricted from fresh tile areas until adhesive reaches set strength Admin: - SDS reviewed for all adhesives and grouts before use - Record silica work at Daily Sign-In in Breadcrumb: task, planned controls, and estimated duration - Slip resistance verified per AS/NZS 4586 for all tiles before installation	Low (1)	- SUP — confirm slip resistance spec verified, silica controls in place, and edge protection maintained before commencing - WKR — confirm wet cutting method or silica controls operating before any tile cutting	HOLD POINT 13 - Temporary edge protection/fall prevention confirmed at all unprotected edges - Slip resistance verified per AS/NZS 4586 for all tiles before installation commences STOP-WORK TRIGGER - Silica controls fail or are missing - Dry cutting of tiles attempted RISK CODE: ENV-M2

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	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
14	Concrete breakout and spalling repair	- Structural collapse if load-bearing element undermined during breakout - Silica dust inhalation — silicosis (fatal, irreversible) - Fall from unprotected edge - Flying debris and fragments - Noise exposure - Hand-arm vibration from power tools - Hidden deterioration beyond assessed extent - Cement burns (alkali) and epoxy/resin chemical exposure	High (3)	Engineering: - Apply silica controls (wet/HEPA + P2 + exclusion zone) for all breakout and mortar mixing — see Step 10 - Physical barriers to contain debris — mesh screens on scaffold when specified - Minimum 25mm clearance around exposed reinforcement — confirmed before mortar application - Temporary propping confirmed in place where breakout affects load-bearing elements — installed and inspected before any concrete removed Admin: - Structural engineer repair specification and drawings on site — depth of breakout, reinforcement treatment, and repair mortar system confirmed in writing before breakout commences - Class 2 buildings: Construction Issued Regulated Design (CIRD) lodged on NSW Planning Portal per DBP Act 2020 before physical work commences - Exclusion zone confirmed below work area — debris catch or overhead protection in place where work is above public or occupied areas - Record silica work at Daily Sign-In in Breadcrumb: task, planned controls, and estimated duration - Rebar cleaned to bright metal and repair mortar applied in lifts per specification	Low (1)	- SUP — confirm engineer spec on site, CIRD lodged (Class 2), propping in place, silica controls confirmed, exclusion zone established before breakout commences - STRUCTURAL ENGINEER — sign off on repair specification before commencement and confirm adequacy during works as required	HOLD POINT 14 - Temporary edge protection/fall prevention confirmed at all unprotected edges - Structural engineer repair specification and drawings on site — depth, rebar treatment, and repair mortar system confirmed in writing - Class 2 buildings: CIRD lodged on NSW Planning Portal per DBP Act 2020 before physical work commences - Temporary propping confirmed in place where breakout affects load-bearing elements — installed and inspected before any concrete removed - Exclusion zone confirmed below work area — debris catch or overhead protection in place STOP-WORK TRIGGER - Dust extraction fails or inadequate — visible dust plume - Reinforcement cross-section loss exceeds 20% or engineer tolerance - Structural concern, unexpected cracking, movement, or voids encountered - Unexpected services found in cutting path RISK CODE: STR-H3

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15	Balustrade works	- Fall from unprotected edge during installation — balustrade not yet secured - Manual handling — heavy glass panels and framing - Cuts and lacerations from glass panel breakage during handling or installation	High (3)	Engineering: - Temporary fall protection maintained at all unprotected edges until each balustrade section is fully installed and certified structurally sound - Two-person minimum lift for all glass panels — suction cups and anti-tip devices used - Exclusion zone maintained below during installation Admin: - Structural engineer design confirmed and on site before installation commences - Manufacturer installation and testing certificates provided and reviewed - Minimum balustrade height 1000mm from FFL — confirmed before sign-off	Low (1)	- SUP — confirm temporary edge protection in place, engineer design on site, and exclusion zone established before installation commences - STRUCTURAL ENGINEER — sign off installation method and confirm structural adequacy on completion	HOLD POINT 15 - Temporary edge protection/fall prevention confirmed at all unprotected edges before installation commences - Structural engineer design confirmed and provided on site - Minimum balustrade height 1000mm from FFL confirmed before final sign-off STOP-WORK TRIGGER - Temporary edge protection removed before installation certified complete RISK CODE: STR-H3

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16	Door and window installation	- Fall from unprotected edge during installation - Cuts from saws and blades; manual handling of doors and frames - Noise exposure from cutting and drilling	Medium (2)	Engineering: - Temporary edge protection/fall prevention at all exposed edges - Door/frame lifted and positioned using two-person lift or mechanical aid to prevent strain and loss of control - Inspect tool guards and battery, clamp work, keep hands clear, store batteries safely Admin: - Verify opening dimensions and installation method before fixing - Keep exclusion zone clear during lifting/hanging operations - Follow manufacturer instructions for door hardware and fixings	Low (1)	- WKR — inspect tool guards and confirm two-person lift available before handling frames - SUP — confirm edge protection in place and exclusion zone established before installation commences	STOP-WORK TRIGGER - Door or frame cannot be controlled safely during lift or hang - Temporary edge protection removed RISK CODE: STR-M2
17	Crack stitching and structural reinforcement	- Silica dust inhalation — silicosis (fatal, irreversible) - Fall from unprotected edge during installation - Noise exposure from slot cutting - Epoxy and resin chemical exposure	Medium (2)	Engineering: - Temporary edge protection/fall prevention at all exposed edges - Slot cutting: apply silica controls (wet/HEPA + P2 + exclusion zone) — no dry cutting — see Step 10 - Depth stops set on cutting equipment per engineering specification (typically 25–35mm) Admin: - Engineering specification and drawings reviewed before commencement — slot depths, bar sizes, spacing, and grout product confirmed - SDS for all epoxy, grout, and primer products reviewed before use - Crack monitoring record completed before and after stitching - Structural engineer sign-off required if crack width exceeds specification tolerance before proceeding	Low (1)	- SUP — confirm engineer spec on site, silica controls in place, and crack monitoring baseline completed before commencing - STRUCTURAL ENGINEER — sign off if crack width or movement exceeds tolerance	STOP-WORK TRIGGER - Crack width or depth exceeds engineering specification tolerance - Unexpected movement or displacement observed - Services detected in cutting path - Product temperature outside application range RISK CODE: PRE-M2

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18	Acrylic, silicone and traditional cement render — patching and new render	- Fall from unprotected edge - Working at height — dropped objects - Silica dust inhalation — silicosis (fatal, irreversible) - Cement burns (alkali) - Epoxy and resin chemical exposure	High (3)	Engineering: - Temporary edge protection/fall prevention at all exposed edges - Apply silica controls (wet/HEPA + P2 + exclusion zone) when mixing — see Step 10 - Substrate confirmed sound, clean, and dry; compatible primer and mesh/beads installed per specification - Apply coats to manufacturer thickness and cure/weather limits — no application in rain or out-of-temperature range - Housekeeping: manage leads/hoses, clean spills promptly Admin: - SDS reviewed for all render products before use	Low (1)	- SUP — confirm temporary edge protection in place and silica controls operating before any mixing or application - WKR — confirm edge protection and silica controls confirmed before starting each session	HOLD POINT 18 1. Temporary edge protection/fall prevention confirmed at all unprotected edges before work commences STOP-WORK TRIGGER - Temporary edge protection removed - Silica controls not in place or visible dust present - Unsafe access or falling-debris risk RISK CODE: STR-H3

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
19	Expansion joint replacement — sealant replacement and recaulk	- Fall from unprotected edge - Working at height — dropped objects - Chemical exposure from sealants and primers including PU/isocyanates where applicable - Silica dust inhalation — silicosis (fatal, irreversible) from removing old sealant - Cuts and lacerations from blades and oscillating tools - Noise exposure	Medium (2)	Engineering: - Temporary edge protection/fall prevention at all exposed edges - Apply silica controls (wet/HEPA + P2 + exclusion zone) when removing old sealant — see Step 10 - Joint faces clean and dry — backer rod correct size ($\geq 25\%$ compression) and correct depth/profile Admin: - Joint schedule and sealant specification reviewed — joint widths, depths, sealant type, and primer compatibility confirmed before commencing - Joint movement range confirmed with structural engineer if movement exceeds original design - SDS for all sealants and primers reviewed before use	Low (1)	- SUP — confirm edge protection, silica controls, and joint specification on site before commencing - WKR — confirm SDS reviewed and PPE worn before applying sealant or primer products	STOP-WORK TRIGGER - Silica controls not in place - Joint movement or dimensions out of specification - Substrate wet, contaminated, or unsound - Fumes detected in occupied areas - SDS missing or expired product RISK CODE: PRE-M2

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
20	Hazardous chemicals — paints, solvents, and coatings	- Inhalation of VOCs, solvent vapours, and chemical fumes - Skin and eye contact with paints, solvents, and epoxies - Allergic sensitisation from isocyanates (polyurethane sealants) - Fire or explosion from flammable solvents - Environmental contamination from spills	Medium (2)	Engineering: - No solvent-based application in unventilated areas - Chemical storage: flammable liquids separated from ignition sources, direct sun, and incompatible materials - Quantities on scaffold limited to daily need only - Spill response equipment available where chemicals are decanted — minimum capacity 110% of largest container; drains protected and waste contained for disposal Admin: - SDS for every product on site — current version (within 5 years), accessible to all workers at all times - Workers briefed on product hazards, PPE requirements, and first aid before first use of each product - Hazardous Substances Register maintained and current - Separate SWMS required if spray-applying isocyanate products (2-pack systems) - Suspected chemical exposure: call Poisons Information Centre 131 126	Low (1)	- SUP — maintain Hazardous Substances Register; confirm SDS available for all products before site commences each day - WKR — confirm SDS reviewed and understood before using any new product	STOP-WORK TRIGGER - SDS not available for product in use - Ventilation inadequate — fumes detectable at breathing zone - Chemical spill not contained - Worker reports symptoms of chemical exposure — headache, nausea, dizziness, or skin irritation RISK CODE: HAZ-M2

Safe Work Method Statement

21	Industrial rope access (IRA) — rope setup and rigging - Fall from height (fatal) — anchor failure or rope system failure - Rope abrasion or cut on sharp edges - Dropped objects to residents and public below	High (3)	Engineering: - Two-rope system: working line and safety line independently anchored; full rig buddy-checked before loading - Edge management: rope protection fitted at all contact points including sharp edges; checked before first descent and after any change - Dropped object prevention: tools and equipment tethered/secondary retained; no loose items; closed bags and controlled handling at edges - Exclusion zone: barricade drop zone covering full fall-line/impact area (minimum 3m — extend as required); no persons permitted within zone during rigging/descent - Daily inspections: ropes/gear inspected daily; defects recorded; damaged items tagged out and removed Admin: - Rescue plan/method confirmed; rescue kit available and set up; prompt rescue capability in place before first descent - Primary comms confirmed and tested (radio/phone) before descent - Subcontractors must submit register and supporting records of equipment prior to its use - Powered ascender/descender listed on plant and equipment register to confirm in service with OEM requirements	Low (1)	- LEAD TECHNICIAN — confirm all hold point items before first descent; conduct buddy check on each rig; confirm rescue capability in place - SUP — sight IRATA/SPRAT certification and anchor verification records before descent authorised	HOLD POINT 21 - Rope Technician holds minimum IRATA/SPRAT certification for task — recorded - Lead Technician holds minimum IRATA/SPRAT certification for rescue — recorded - Anchor verification: each anchor confirmed current, certified, and suitable for rope access and direction of loading — tag/record sighted by Lead Tech; absent/expired/unverified anchors — escalate to PM's WhatsApp work group - Two-rope system: working line and safety line independently anchored; full rig buddy-checked before loading - Edge management: rope protection fitted at all contact points; checked before first descent and after any change - Rescue readiness: rescue plan confirmed; rescue kit assembled and set up; prompt rescue capability in place before first descent STOP-WORK TRIGGER - Anchor uncertainty or unverified - Comms failure - Exclusion zone breached - Electrical storm or heavy rain - Wind/gusts above site limit RISK CODE: IRA-H3
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Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
22	EWP operation — boom and scissor lift	- Fall from EWP platform - EWP tip-over from ground failure, uneven ground, overloading, or exceeding operating envelope - Collision with pedestrians, vehicles, overhead structures, powerlines, or building elements - Crushing — worker trapped between platform and structure	High (3)	Engineering: - Platform guardrails and mid-rails intact; gate/chain secured during operation; no climbing on guardrails or standing on mid-rails - Exclusion zone at ground level around EWP barricaded to prevent pedestrians and vehicles entering swing/travel radius and drop zone Admin: - Spotter for all travel movements in congested areas or where visibility is limited - Radio or verbal communication maintained between operator and ground crew - Daily weather check — wind limits per manufacturer specification (typically 40 km/h boom, 45 km/h scissor); platform lowered in gusty conditions - EWP listed on plant and equipment register to confirm in service with OEM requirements	Low (1)	- SUP — verify operator HRW licence, complete pre-start check, confirm ground conditions and overhead clearances before operation commences - OPERATOR — complete pre-start inspection; confirm harness anchor point connection before entering basket	HOLD POINT 22 - Operator SafeWork NSW HRCL (WP class) recorded and verified in Breadcrumb - All workers in basket hold Working at Heights training — RIIWHS204E; SOA recorded and verified in Breadcrumb - EWP pre-start inspection completed and recorded — no defects - EWP set up on firm, level hardstand — ground conditions confirmed - Overhead clearances measured and confirmed safe — minimum 3m exclusion from overhead powerlines - Harness inspected — lanyard clipped to manufacturer basket anchor point (gate closed, double-action snap hook) STOP-WORK TRIGGER - EWP defect detected - Ground conditions deteriorate - Wind exceeds manufacturer limit - Harness not connected - Exclusion zone breached or spotter unavailable near public areas RISK CODE: WAH-H3

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
23	Mobile plant and traffic interaction	- Person struck by plant - Reversing collisions - Dropped loads - Crush zones - Poor visibility and blind spots	High (3)	Engineering: - Physical separation installed where practicable — barriers, cones, and bollards defining plant routes and pedestrian walkways - Reversing alarms and cameras confirmed operational on all plant - Exclusion zones barricaded around operating plant and suspended loads Admin: - Site Traffic Management Plan (TMP) in place and briefed to all workers before plant operations commence - Plant operated by licensed and competent operators only — no unlicensed operation permitted - Spotter positioned and in communication with operator for all reversing and limited-visibility movements - One-way traffic flow established where site layout permits - Speed limits and directional signage installed at all plant entry and movement points - Delivery booking system and controlled unloading area confirmed before deliveries commence - Pedestrians keep to marked routes and make eye contact with operator before crossing	Low (1)	- SUP — confirm TMP in place, plant routes and pedestrian ways signed, spotter available before any plant operation - PLANT OPERATOR — complete pre-start check; confirm alarms and cameras functional before operating	HOLD POINT 23 - Site Traffic Management Plan in place, briefed to all workers and plant operators - All plant operators hold current licence and demonstrated competency for plant type - Designated plant routes and pedestrian walkways established and signed - Exclusion zones around operating plant and suspended loads confirmed and barricaded - Reversing alarms and cameras confirmed operational on all plant — pre-start check completed STOP-WORK TRIGGER - No TMP or physical separation in place - Spotter not available when required - Exclusion zone breached - Plant defective or alarms non-functional - Unstable load or lifting operations over personnel RISK CODE: PLA-H3

Safe Work Method Statement

	Task	Hazard	Risk (Pre)	Controls	Risk (Post)	Responsibility	CCVS Code
24	Epoxy crack injection	• Skin sensitisation from epoxy resin • Eye contact with epoxy hardener • Chemical burns • Solvent vapour inhalation from injection products • Injection equipment under pressure — hose or fitting failure • Silica dust from port drilling	Medium (2)	Engineering: • Injection equipment maintained per manufacturer — pressure relief valve functional; hose connections checked before use • Mixing ratios per product data sheet — do not exceed pot life; resin mixed in small batches to control exotherm • Port drilling dust-controlled (HEPA shroud or wet method) — see Step 10 for silica controls Admin: • SDS for epoxy resin, hardener, and crack sealer reviewed before use and accessible on site • Ventilation confirmed adequate before commencing • Injection pressure monitored — do not exceed manufacturer limit • Crack width and depth assessed against engineer specification before injection commences • Workers trained in epoxy handling and first aid for chemical contact before use • Skin contact with uncured resin: wash immediately with soap and water — do not use solvent • Eye contact: flush 15 minutes continuously; seek medical attention immediately • Exothermic reaction in mixing container: do not handle — allow to cool in safe location	Low (1)	• SUP — confirm SDS reviewed, ventilation adequate, and pressure relief valve confirmed functional before injection commences • WKR — confirm PPE worn, pressure within manufacturer limit, and crack dimensions within spec before injecting	STOP-WORK TRIGGER • Skin or eye contact with uncured resin • Injection pressure exceeds manufacturer limit • Crack leaking resin externally — depressurise and reseal • Product temperature outside application range • Exothermic reaction detected in mixing container RISK CODE: PRE-M2

Safe Work Method Statement

CCVS TABLE

Task	Critical Control	Who Checks	How Often	What They Look For
Silica controls — all silica-generating tasks (Steps 10, 11, 13, 14, 17, 18, 19, 24)	Wet suppression or on-tool HEPA extraction operating on all powered tools before any silica work commences; P2 respirators fit-checked and worn; exclusion zone ≥5m confirmed	Supervisor	Before each silica-generating task and verified continuously during work	Wet method confirmed operating or HEPA extractor running; P2 respirators worn and fit-checked by all workers in dust zone; exclusion zone signed and barricaded; Daily Sign-In Breadcrumb record completed for each silica task
Working at heights — ladders, scaffold, IRA, EWP (Steps 8, 9, 21, 22)	All hold point items confirmed for the specific WAH method in use before work at height commences; temporary edge protection in place at all unprotected edges	Supervisor	Before first use each day and after any modification, incident, or severe weather event	Hold point checklist signed; scaffold green tag current and visible; EWP pre-start inspection signed; IRATA/SPRAT certificates and anchor verification records sighted; HRW licence (WP class) recorded in Breadcrumb
Concrete breakout — structural integrity and CIRD (Step 14)	Structural engineer specification on site before breakout commences; Class 2 buildings CIRD lodged on NSW Planning Portal; temporary propping confirmed in place where load-bearing elements affected	Supervisor / Structural Engineer	Before breakout commences on each element; after each day where hidden deterioration may have been encountered	Engineer spec and drawings on site and signed; CIRD lodgement confirmation from NSW Planning Portal; propping inspection record; crack monitoring baseline completed
Waterproofing membrane integrity (Step 12)	Membrane integrity test completed and signed off by supervisor before screed or tiles proceed	Supervisor	On completion of each waterproofing application — before any covering layer placed	Signed membrane integrity test record on site; engineer method confirmation sighted; no screed or tiling commenced until sign-off complete
Mobile plant and traffic — TMP and separation (Step 23)	Site Traffic Management Plan briefed to all workers and operators; physical separation of pedestrians and plant routes confirmed before any plant operation on site	Supervisor	Daily — before plant operations commence; updated when site conditions or delivery schedule changes	TMP on site and current; workers signed acknowledgement of TMP briefing; barriers and signage installed and in good condition; plant pre-start checks signed
Balcony dust seals — occupied residential (Step 5)	Continuous dust-ingress seals confirmed intact before any silica-generating work commences on balconies adjacent to occupied units	Supervisor	Before each shift on balcony silica tasks; inspected again after any break	No gaps in seals between work area and occupied unit; any tampered or damaged seals reinstated and recorded in incident register before work recommences

Safe Work Method Statement

RISK RATING MATRIX — Consequence × Likelihood					
Risk Level	Description of Consequence or Impact	Consequence	Unlikely (1)	Possible (2)	Almost Certain (3)
HIGH	Actual/Potential fatality, disability or irreversible damage. Major structural failure. Off-site environmental discharge not contained, significant long-term environmental harm.	Major (3)	Medium (3)	High (6)	High (9)
MEDIUM	Actual/Potential temporary disability, MTI or LTI. Structural failure/damage, >1-day outage. On-site environmental discharge contained, minor remediation, short-term harm.	Moderate (2)	Low (2)	Medium (4)	High (6)
LOW	Incident requiring first aid. Environmental discharge immediately contained, minor clean-up, no short-term environmental harm.	Minor (1)	Low (1)	Low (2)	Medium (3)
Level	Likelihood / Probability				
Almost Certain (3)	Occurs frequently; >66% chance of occurring				
Possible (2)	Could happen occasionally; >33% but <66% chance of occurring				
Unlikely (1)	May occur only in exceptional circumstances; <33% chance of occurring				
Class / Ranking	Description / Requirements				
High 6, 9	STOP immediately. Implement controls. Controls recorded on a SWMS.				
Medium 3, 4	Planned control. Controls recorded on a SWMS.				
Low 1, 2	Managed via routine procedure.				
Note — WHS Act s.18 "reasonably practicable": Requires consideration of the likelihood of the risk, degree of harm, knowledge of the hazard, availability and suitability of controls, and cost vs. risk. If you cannot show how that decision was made, the action becomes harder to defend after an incident.					

Safe Work Method Statement

WORKER SWMS INDUCTION SIGN-OFF				
Date:	Name:	Signature:	I confirm I have read and understood this SWMS. I will verify that critical controls are in place prior to commencing high-risk tasks and will suspend work if controls are not established.	
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SWMS-RPD-REMEDIAL-WORKS-2026-03-19-2f310a.docx		Version: 9.0	Approved by: Director	Issue Date: 19-Mar-26 / Review Date: 19-Mar-27
Remedial Works — exterior and balcony concrete repair, waterproofing, tiling, render, crack injection, balustrade installation, and silica-generating activities DOC-ID: 9dad548-fb75-4ab3-a3fb-8755082f310a			Page 27 of 31	
			This document is uncontrolled when printed. The controlled document is available on server.	

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Safe Work Method Statement

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If work methods, site conditions, or hazards change — stop, complete this table, re-brief all workers, obtain new sign-offs. Required under WHS Regulation r.300(3).

SWMS AMENDMENTS						
Under WHS Act s18, "reasonably practicable" requires consideration of likelihood of risk, degree of harm, what the person knows about the hazard, availability and suitability of controls, cost vs risk. If you cannot show how that decision was made, the action becomes harder to defend after an incident.						
Date	Work Activity / Task	Hazard / Risk	Risk Rating (Pre)	Controls — Hierarchy of Control	Risk Rating (Post)	Responsible

Safe Work Method Statement

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Date	Work Activity / Task	Hazard / Risk	Risk Rating (Pre)	Controls — Hierarchy of Control	Risk Rating (Post)	Responsible

Site Compliance Protocol: Critical Risk Controls

DUST & SILICA MANAGEMENT

Mandatory Dust Suppression:
Activate wet suppression or HEPA extract-cutting tools.



Mandatory Dust Suppression:
Activate wet suppression or HEPA extraction on all powered tools before commencing silica-generating tasks.

Residential Balcony Seals:
Ensure continuous dust-ingress seals are intact before working adjacent to occupied units.



PPE & Exclusion Zones:
P2 respirators must be fit-checked and a minimum 5-metre exclusion zone barricaded and signed.

ESSENTIAL VERIFICATION RECORDS REQUIRED FOR COMPLIANCE



Activity:
Silica Tasks

✓ **Verification Record:**
Daily Sign-In
Breadcrumb record



Activity:
Concrete Breakout

✓ **Verification Record:**
Engineer-signed specs
& propping inspection record



Activity:
Waterproofing

✓ **Verification Record:**
Signed membrane integrity test record

HIGH-RISK & STRUCTURAL CONTROLS

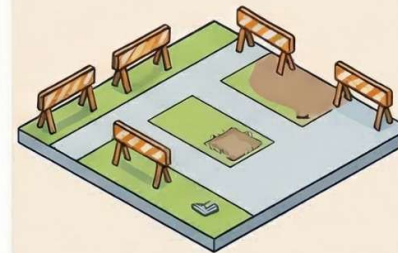


Heights Hold Points:
Verify scaffold green tags, EWP pre-starts, and HRW licences before any work at height.



Structural Breakout Requirements:

Engineer drawings and CIRD lodgement confirmation from the D confirmation from the NSW Planning Portal must be on-site.



Traffic & Plant Separation:
Confirm physical separation of pedestrians and plant according to the Site Traffic Management Plan.