

Trip/Slip Hazards

Vehicles / Pedestrians

Erosion/Flora/Fauna

PK PLUMBING AND GASFITTING PTY LTD
PCK PLUMBING PTY LTD
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Document Title: General Plumbing Safe Work Method Statement

Document #: PK -4.1

Issue Date: 1st February 2019

Height Access

Spills

ABN 24 614 674 001 ABN 51 109 738 427

Authorised by: Director Philip Kenny

Version 2.

Revision date: 1st February 2020

PLUMBING	PK Plumbing ar	d Gasfitting General Plumbi	ng	SWMS Number:	4.1
Review Team:	Philip Kenny		Project:		
SWMS Approved By:	Philip Kenny	Approval D	SWMS Review Date:	1st February 2021	
Training and Competend Requirements:	· ·	ed, White card induction			
Plant/Equip Required:	Work Vehicle, Ho	and Tools, Power Tools, RCD, Exc	avator, Elevated Work Platfo	orm & Ladders	
Reference Material:	WHS Act 2011, W Handling	HS Regulation 2017, The Enviror	mental Protection authority,	TKPM-SWMS-003 Daily Vehicle Dr	iving, TKPM-SWMS-002 Manu
	associated with the Activity/Ta	sk by placing a (√) next to the pote I recorded within the Site Risk Asses		zard is adequately addressed within t	he SWMS.
Work Environment	Energy	Work Process	Chemicals	Plant/Equipment	People
Entry/Exit	Gas L/P	Working at Height	Dangerous Goods	Elev. Wk. Platform	Communication
Temp. Extreme/ Weather	Gas M/P	Falling Objects	Toxic Substances	Cranes	Fatigue
Confined Space	Gas H/P	Sharp Materials	Inhalation	Excavator	Stress
Trench Collapse	Water	High Noise Levels	Contact With:	Plant Movement	Working alone
Oxygen Atmospheric LvI	Electricity H/V	Ladders	Dust	Explosive Tools	Personnel Threat
Remote Site/Difficult rescue	Electricity L/V	Manual Handling	Bacteria	Suspended Loads	
Poor lighting & Visibility	Hydraulic Pressure	Procedural Failure	Oils	Temperature Probe	

3. Permits Information Required Associated with the Activity/Task (Identify each permit, information type required associated with the Activity/Task by placing a ✓ next to it)										
Electrical Access Permit		Traffic Permit		Electrical Vicinity Permit		Pipeline Patrol		Confined Space Permit		Hot/Fire Work Permit

Fuels

Contaminated Fluids

Drilling Muds/Silt run off

Issue: 2 Revision: 1 Date of Revision: 02-2020 Document Name: General Plumbing Work Method Statement

Kinetic

Hauling Equipment

Lockouts / Valves

Guards

4. Risk Assessment – Align Consequence category with Likelihood category utilising the Risk Matrix to calculate the Risk

Consequence – Definition					Likelihood – Definition		Risk Matrix - (Align Likelihood x Consequence = Risk)						
Category	Health and Safety	Business	Environmental	Quality / Loss / Damage	Category	Definition	Category		Low	Minor	Moderate	Major	Critical
									5	4	3	2	1
CRITICAL	Single / Multiple Fatalities and/or total permanent disabilities	Critical long term damage to the brand	Long term or irreparable effects – Reportable to EPA	\$10K upwards	Almost Certain	Expected to happen, happens frequently.	Almost Certain	Α	5A Medium	4A High	3A Extreme	2A Extreme	1A Extreme
MAJOR	Single permanent or partial disability / Lost Time Injury	damage to the	Actual material harm to the environment, is reparable through remedial action – Reportable to EPA	\$5K - \$10K	Likely	Will probably (>50%) occur. Could occur within business unit or similar sites.	Likely	В	5B Medium	4B Significant	3B High	2B Extreme	1B Extreme
MODERATE	Visit to Emergency Department / Lost Time Injury	trading of the business	Discharge which poses potential material harm to the environment - Reportable to EPA	\$2.5K - \$5K	Possible	Could occur, but not probable. Has occurred in The Kraftsmen Property Maintenance.	Possible	С	5C Medium	4C Medium	3C Significant	2C High	1C Extreme
MINOR	Minor Medical Treatment	impact on the business	Minor short term impact on the environment easily rectified	\$1K - \$2.5K	Unlikely	Not expected to occur. Has not occurred at The Kraftsmen Property Maintenance but has occurred within the industry.	Unlikely	D	5D Low	4D Low	3D Medium	2D Significant	1D High
LOW	First Aid Treatment only	Limited low impact	Limited / Low Impact	\$0 - \$1K	Rare	May occur only in exceptional circumstances or is conceptually possible.	Rare	Е	5E Low	4E Low	3E Medium	2E Medium	1E Significant

	Uniform	Footwear	High Vis'
5. PPE to be Utilised AT ALL TIMES:			

PPE to be Utilised where specified in this SWMS:	Eyewear	Fall Arrest	Gloves	Hearing	Dust Mask	Hard Hat
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	Sequential Steps	Hazards and Impacts	Risk Rating	Controls	Risk Rating	Owner
	List the basic task steps in a sequential order.	Identify the health and safety or environmental Hazards and Impacts associated with each step, and examine each to determine the Risk Rating.	Rate the risk prior to controls being in place. (Consequence x Likelihood)	Determine what actions are required to eliminate or minimise all hazards that could lead to an accident or environmental incident. Indicate who is to perform the action where applicable against each action	Re-rate the risk with controls in place. (Consequence x Likelihood)	Control action owner
1	Daily Vehicle Driving	Refer to SWMS 003 Daily Vehicle Driving	Ziliceim e d'al	Refer to SWMS 003 Daily Vehicle Driving	X Entermited Sty	
2	Site Establishment	Conduct Site Risk Assessment		Conduct toolbox session prior to work commencing		
		REPAIRING	G/REPLACING	TAPS		
1	Repair/Replace of Tap	Flooding Personal Injury – Cuts / Abrasions		 Isolate Water Supply. Remove Handles & Spindles from tap. Check Brass Seats. Reseat using tap reseater. Service spindles using new "O" rings & Lubricant Ensure all workers are competent in using hand & power tools. Refer to SWMS 004 Use of Power Tools Install new neoprene washer Replace spindles & Handles Reinstate Water Supply Check Operation of tap. Use adequate PPE where required 		
		REPA	IRING TOILETS	·	1	
1	Repair/Replace of Toilet	Personal Injury – Cuts/Abrasions		 Test Flush Mechanism. Isolate Water Supply Remove Worn Parts Ensure all workers are competent in using hand & power tools. Refer to SWMS 004 Use of Power Tools Install new neoprene washer Install New Parts required. Reinstate water supply & Test Toilet. Use adequate PPE where required 		
		REPAIR/INSTALL GUTTE	ERS/DOWNPIP	ES WITH LADDERS		
1	Repair/Install Gutters/Downpipes with Ladders	 Working at Heights – Falling Electrocution Manual handling – Strains & Sprains. Cuts/Abrasions – Possible amputation of body parts. 		 Set up ladder to gain assess & egress to locate problem in the gutter & repair. Ensure ladders are tied off at the top & they are secure. All ladders MUST be 1:4 ratio. Refer to SWMS 001 Working at Heights. All electrical appliance MUST be tested & tagged and in date. RCD's MUST be utilised with ALL electrical appliances. Ensure leads from tools do NOT create any trip hazards. 		

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			(Consequence x Likelihood)	action where applicable against each action	(Consequence x Likelihood)	
				 Ensure leads are not in contact with sharp edges where damage can occur to the lead. Use correct Manual handling techniques and refer to SWMS 002 Manual handling. Ensure when using hand/power tools you are competent in doing so. Always ensure you have a steady foothold when operating tools. Use adequate PPE where required 		
2	Repair/Install Gutters/Downpipes with Ladders contd.	Working on Ladders - Falls		 Where the potential fall height exceeds 1.8 meters or the pitch is greater than 25 degrees ensure an approved fall protection system is in place. Refer to SWMS 005 Working at Heights If a fence or other obstruction is in the potential fall area around the dwelling then fall protection system MUST be in place. Use adequate PPE where required 		
3	Erecting Ladders	Working on ladders – Falls Electrocution		 When erecting metal ladders take note of any overhead powerlines near the work area & ensure a minimum distance of 4m is maintained. Where the powerlines are in close proximity to the work area (e.g. extension to existing homes) proceed with caution & only use fibre glass ladders when working near powerlines. Avoid working in high winds near overhead power lines. Use adequate PPE where required 		
4	Removal of damaged tiles.	Falling objects.Personal Injury		 Maintain good housekeeping. If required use approved signs and barricades. When removing & throwing debris to the ground ensure personnel or members of the public do not enter that area. Barricade off an exclusion zone. Use adequate PPE where required 		

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5	Cut & Lay Tiles	Fall from roof.		 Ensure you follow the safe work on roofs Code of Practice. Utilise safety harness where required. Always have some fall arrest system in place. Use adequate PPE where required 		
		DOME	STIC PLUMBIN	<u>G</u>		
1	Water Supply	 Electrocution, Gassing Manual Handling Burns Locate water main: Excavate 		 Refer to SWMS 004 Manual Handling. Use adequate PPE where required 		
2	Rough In	BurnsElectrocutionCuts/Abrasions		 Install & Connect Pipes. Test Pipe (including Gas) Connect Pipe work to meter All electrical appliance to be tested, tagged & in date. Always use RCD. Use adequate PPE where required 		
3	Stack Work	 Manual Handling – Strains/Sprains Use of Ladders – falls Cuts/Abrasions 		 Install & connect waste pipes Test the pipes Install venting, working on ladders refer to SWMS 001 Working at Heights Use adequate PPE where required 		
4	Roof Work	 Working at heights – Falls Falling objects 		 Obtain access to roof with ladders tie off at the top. Install valleys to valley board. Cut nozzles into gutter. Install downpipes, leads & vents Refer to SWMS 001 Working at Heights Use adequate PPE where required 		
5	Bath Set	Manual Handling – Strains/Sprains		 Use correct Manual Handling. Cut timber chase/brick work. Place bath into recess/frame. Obtain bricks & cement. Set bath in place. Use adequate PPE where required 		
6	Finish Off	Manual Handling – Strains/Sprains		 Use correct Manual Handling techniques. Obtain PC items/tap ware box & check contents. Install items below where required: Tap ware & Set Pan 		

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				 Gas Appliance & Test. Water Service. Basins. Kitchen Flue. Spa Bath. Dishwasher. Use adequate PPE where required. 		
		USE OF ELEVATED WORK	PLATFORMS (S	cissor Lift/Boom Lift)		
1	Preparation	 Electrocution – Contact with live wires. Asphyxiation – Gas/Petrol machines Falling Objects 		 Check for overhead power Ensure operation is in a well-ventilated area. Check equipment for serviceability, including warning devices. All tools & equipment are properly secured. 		
2	Operation	 Asphyxiation – Gas/Petrol machines Falling Objects Collisions/Crush Injuries 		 Ensure maximum lifting weight is not exceeded. All guard rails/access doors shall be closed before lifting commences. An approved safety harness with lanyard secured to the proper attachment bar MUST be worn while operating the boom lift. No person shall be permitted to get on/off the elevated platform when in a raised position. Ensure warning devices are correctly operating. All materials, tools & equipment taken on the scissor lifter/EWP shall be properly secured to prevent falling while operating. Ensure when using boom/scissor lift that items do NOT pose a Safety hazard e.g. Slips/Trips/Falls. Do NOT position ladders, steps or similar access items on the platform to provide additional reach. 		
3	After Use Care	Strains/SprainsUnauthorised Use.		Restore equipment to safe condition. Report any faults, or undue wear to supervisor/hire Company. Ensure all removable operating devices (keys, control pad) are stored separately.		

Staff Information will be supplied upon request via email from a WHS Officer or supervisor.



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CONSULTATION & SIGN-OFF RECORD

This form is to be used to verify that training and awareness in the relevant SWMS has been completed. Supervisors and managers should retain a copy of the signed form for five years.

I confirm by my signature below, that I have attended a briefing on the requirements of the Safe Work Method Statement below and agree to perform the work in the manner detailed on it. I confirm that copies of the relevant Permits, SDS's, Isolation Plans etc. have been reviewed.

SV N	AME	GENERAL PLU	MBING 	SWMS No:	4.1	Rev No:
	NAME	(Please print)		SIGNATURE		DATE
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THIS SA	FE WORK BRIEFI	NG / TRAINING W	AS CARRIED C	OUT BY (responsible persor	n at that location	n):
Name:				Signature:		Date:
Supervi	sor / Foreman	sign off (docume	nt reviewed)			
Name:				Signature:		Date: