

Somerset Fire Solutions

SAFE WORK METHOD STATEMENT

19 PETERSON PARADE
 THORNTON NSW 2322
 PH-0249641159
 FAX=0249641218
 ABN -32130215039

PROJECT SITE ADDRESS	
PROJECT NUMBER	2017-7026
PROJECT MANAGER	Kim Taylor
SITE MANAGER	Ben Taylor
SOMERSET FIRE MANAGER	Kim Taylor Signature:
DATE	
PERSON/S PREPARING SWMS	
TASK/S TO BE COMPLETED	Testing FirePro System
SCOPE OF WORKS	Test and Recommission Fire system
PERMITS/LICENSES/ COMPETENCIES REQUIRED TO COMPLETE THE WORKS	FirePro and FSE certified and Trained . EHAL Licience

HIERARCHY OF HAZARD CONTROL

RISK SCORE CRITERIA		
SIGNIFICANCE		
	WORK HEALTH & SAFETY	ENVIRONMENTAL
1	Significant Loss of life	Irreversible harm to the environment
2	Major Serious injury or disease	Major harm to the environment
3	Moderate Medical treatment required. Lost time injury	Moderate harm to the environment
4	Minor Medical treatment required. No lost time injury	Minor harm to the environment
5	Insignificant First aid treatment only. No lost time injury	Insignificant harm to the environment
LIKELIHOOD		
DESCRIPTOR	DESCRIPTION	
A	Certain to Occur Expected to occur in most circumstances	
B	Very Likely Will probably occur in most circumstances	
C	Possible Might occur occasionally	
D	Unlikely Could happen at some time	
E	Rare Might happen only in exceptional circumstances	

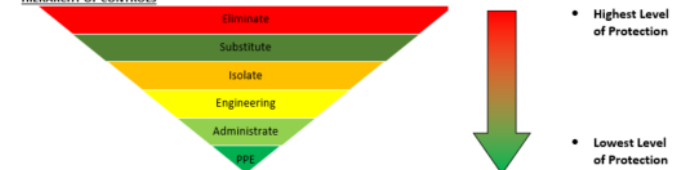
RISK MATRIX		SIGNIFICANCE				
		1	2	3	4	5
LIKELIHOOD		Significant	Major	Moderate	Minor	Insignificant
A	Certain to Occur	1	1	2	3	4
B	Very Likely	1	2	3	4	5
C	Possible	2	3	4	5	5
D	Unlikely	3	4	5	5	6
E	Rare	4	5	5	6	6

RISK RATING CRITERIA

- HIGH RISK TO PERSONNEL/ENVIRONMENT/LOSS OF LIFE/PERMANENT INJURY/ CATASTROPHIC ENVIRONMENTAL DISASTER
- HIGH RISK TO PERSONNEL/ENVIRONMENT SERIOUS MEDICAL TREATMENT INJURY/ SERIOUS ENVIRONMENTAL ISSUE
- MEDIUM RISK TO PERSONNEL/ENVIRONMENT MEDICAL TREATMENT INJURY / MID LEVEL ENVIRONMENTAL BREACH
- MEDIUM RISK TO PERSONNEL/ENVIRONMENT 1ST AID TREATMENT INJURY/ LOW LEVEL ENVIRONMENTAL BREACH
- LOW RISK TO PERSONNEL/ENVIRONMENT INCIDENT 1ST AID TREATMENT INJURY / LOW RISK TO ENVIRONMENT
- LOW RISK TO PERSONNEL/ENVIRONMENT INCIDENT NO INJURY / NO RISK TO ENVIRONMENT

- All hazards assessed as 1-6 must have control measures nominated in the risk assessment and controls must be appropriate to reduce the risk rating.
- Revised risk ratings are then assessed in conjunction with the control measures applicable to the task and hazard.
- Any ratings reassessed as 1, 2 or 3 must have additional controls put in place to further reduce to the risk rating to 4 or lower.
- To assist with formulating adequate controls use the hierarchy of controls listed below.
- Additional information can be obtained from the "How to Manage Work Health & Safety Risks" Code of Practice.

HIERARCHY OF CONTROLS



PLEASE NOTE THAT PRIOR TO SIGNING INTO AND AGREEING TO WORK AS PER THIS SAFE WORK METHOD STATEMENT YOU HAVE THE RIGHT, AND SOMERSET FIRE SOLUTIONS ENCOURAGES YOU, TO RAISE ANY QUESTIONS OR CONCERNS REGARDING THE SAFE WORK PROCEDURES DETAILED BELOW.

Somerset Fire Solutions	Fire system Testing	
SWMS 001		Revision # 2

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TASK DESCRIPTION & PROCEDURES

Procedure (step by step sequence):	Potential Hazards:	Potential Risks:	Risk Rating			Control Measures:	Revised Risk Rating		
			Sig	L'hood	Rating		Sig	L'hood	Rating

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Arrive on site	Collision with pedestrians Collision with vehicles Collision with structures	Permanent injury, minor injury, slips trips and falls, damage to plant and equipment	C	2	3	<ul style="list-style-type: none"> Obey all site signage and park truck in clear parking area out of access ways Contact site supervisor if required Attend Site induction and complete site specific requirements Eg- SWMS sign off, site specific competency and risk assessments 	E	2	5
Unload testing equipment from vehicle and attend vessel	Trips and hazards when boarding vessel and clear access to complete task	Permanent injury, minor injury, crush injuries, slips trips and falls, damage to plant and equipment	C	2	3	<ul style="list-style-type: none"> Carry out a vessel and system pre-start. Ensure vessel crew and workers in the immediate vicinity are aware of your intentions to test system 	E	2	5
Power off both engine spaces and check that these are tagged out prior to entering engine space	Engine start up moving parts , energized machinery	Permanent injury, minor injury, crush injuries, slips trips and falls, damage to plant and equipment	c	2	3	<ul style="list-style-type: none"> Tagging out engines prior to any person entering spaces. 	E	2	5
Power off system to Fire Pro generators at main Switch Board and Tag Out	System could discharge without notice	Permanent injury or breathing difficulties	C	2	3	<ul style="list-style-type: none"> Make sure system is not powered up while working on Fire Pro 	E	2	3
Attend engine room space and connect testing lights to Fire Pro Generators	Trips hazards burns from hot engine or machinery	Permanent injury, minor injury, crush injuries, slips trips and falls, damage to plant and equipment	c	2	3	<ul style="list-style-type: none"> Cover any hot machinery with adequate cover to prevent burns . Use correct tools when connecting test appliances 	E	2	3
All Staff and Crew to be out of engine room prior to any test of system	System could discharge without notice	Permanent injury or breathing difficulties	C	2	3	<ul style="list-style-type: none"> Make sure all crew and staff has evacuated space being tested and sound alarm by opening system door 	E	2	5

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Turn breaker Back on and open fire panel door check alarms are working and then fire test panel	System could discharge without notice	Permanent injury or breathing difficulties	C	2	2	Make sure all crew and staff has evacuated machinery space .	E	2	5
Turn Fire Pro Panel OFF and reconnect system in engine space .	System could discharge without notice	Permanent injury or breathing difficulties	C	2	3	Make sure all crew and staff has evacuated machinery space .	E	2	3
Recommission system by turning on all breakers and actuation panel ready for use	System could discharge without notice	Permanent injury or breathing difficulties	C	2	3	Make sure all crew and staff has evacuated machinery space .	E	2	3

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ROLES & RESPONSIBILITIES

Personnel	Task, Duties and Responsibilities	Training/Qualifications and or job experience.	Certificate attached / Lic. No. Listed
Supervisor of Workers:			
KIM TAYLOR	Ensure works are carried out in accordance with this SWMS, and monitor site works for possible breaches of safety.	Marine EAHL , FPIA 25 years Experience marine Fire Protection Systems	
Workers carrying out the tasks:			
	Carry out the works in accordance with this SWMS and monitor site works for possible breaches of safety.		
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PLANT & EQUIPMENT REGISTER (Plant Risk Assessment to be completed and attached to SWMS)

Plant/Tools and Equipment:	Scheduled Maintenance Checks	Plant/Tools and Equipment:	Scheduled Maintenance Checks

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HAZARDOUS CHEMICALS REGISTER

Hazardous Chemicals Required to be used in completing the works	SDS ATTACHED & Controls included in this SWMS
Fire pro generator - Before and after Activation	SDS attached to this statement

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REGULATIONS & CODES OF PRACTICES APPLICABLE TO THE WORK. [Available on North Server](#) (remove CoP's if not applicable)

WORK HEALTH & SAFETY ACT & REGULATIONS 2011	
NATIONAL CODES OF PRACTICE	NSW CODES OF PRACTICE
• How to Manage Work Health and Safety Risks	•
• Hazardous Manual Tasks	• Work health and safety consultation, cooperation and coordination: Code of practice
• Managing the Risk of Falls at Workplaces	• Managing the work environment and facilities: Code of practice
•	• Managing the risk of falls at workplaces: Code of practice
• Preparation of Safety Data Sheets for Hazardous Chemical	• How to manage work health and safety risks: Code of practice
•	• Managing noise and preventing hearing loss at work: Code of practice
• Managing Noise and Preventing Hearing Loss at Work	•
• Managing the Work Environment and Facilities	• Hazardous manual tasks: Code of practice
• Work Health and Safety Consultation Cooperation and Coordination	•
•	• Work near overhead power lines: Code of practice
•	• Moving plant on construction sites: Code of practice
• First Aid in the Workplace	• Technical guidance: Code of practice
• Construction Work	• Amenities for Construction Work: Code of Practice
•	•
• Managing Electrical Risks at the Workplace	•
• Managing Risks of Hazardous Chemicals	•
• Managing Risks of Plant in the Workplace	•
• Safe Design of Building and Structures	• Induction for construction work: National code of practice
• Excavation Work	• Overhead protective structures: Code of practice
•	•
•	•
•	
•	
• Preventing and Managing Fatigue in the Workplace	

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WORKER SIGN-IN PAGE

- I have been inducted and understand the above SWMS.
- I have been given the opportunity to develop this SWMS and/or raise questions which were answered by my direct employer's representation.
- I agree to comply with the SWMS in the pursuit of a hazard free and safe working environment.
- The undersigned will monitor and review this SWMS as the task and or hazards of the job change

Print Name	Signature	Position/experience	Date
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			

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Action for monitoring and review of controls:	<p>Must review control measures and, if necessary, revise them: when the control measure is not effective in controlling the risk</p> <ul style="list-style-type: none">• before a change at the workplace that is likely to give rise to a new or different health and safety risk that the control measure may not effectively control• if a new hazard or risk is identified• if the results of consultation indicate that a review is necessary, or• if a health and safety representative requests a review.