

Insert your company logo or company name here

SAFE WORK METHOD STATEMENT FOR GAS PIPING INSTALLATIONS

SAFE WORK METHOD STATEMENT INCORPORATES RISK ASSESSMENT

Client/Principal Contractor	Insert client and/or PC name	Project Address:	Insert the project's address
Company Address:	Insert your company address	Phone Number:	Insert your business number
SWMS Prepared By:	Insert person	In Consultation With:	Refer to Consultation and Sign-Off Record
SWMS Approved By:	Insert person	Distribution To:	Persons involved in the work scope
SWMS Date:	Insert date	Review Date:	12 months or as required
Person(s) responsible for implementing, monitoring and compliance to the SWMS:	Insert person(s)	Person(s) responsible for the SWMS:	Insert person(s) and business number
Work Scope Description:	General work for gas piping and connecting activities.		
List the qualifications and training requirements for this activity:	<ul style="list-style-type: none"> • Instruction in safe work practices. • A gas worker is mandatory for all gas work. • Personnel must be trained and competent in installing, removing, altering, repairing, servicing and modifying a gas system. 		
Details of inspections and maintenance checks required for this activity:	Regular checks and inspection of equipment used.		
Are there any additional safety measures that may affect this activity:	Personnel must follow additional safe work procedures, plans, rules and instructions given by an authorised person in control of the workplace.		
Legislative References:	<p>Work Health and Safety Act</p> <p>Work Health and Safety Regulation</p> <ul style="list-style-type: none"> • Petroleum and Gas (Production and Safety) Act • Petroleum and Gas (Production and Safety) Regulations • How to Manage Work Health and Safety Risks Code of Practice • Australian Standard 2885 - Pipelines, Gas and Liquid Petroleum • Australian Standard 3814- Industrial and Commercial Gas Fired Appliances • Australian Standard 4645 - Gas Distribution Network Management (Series) • Australian Standard 5601 - Gas Installations 		

JOB STEP		POTENTIAL HAZARDS Identify the hazards relating to health and safety with each step	RISKS Identify the risks to health and safety related to each step	LIKELIHOOD	CONSEQUENCE	INITIAL RISK SCORE	CONTROL MEASURES, CHECKS AND MONITORING Decide on what actions are necessary to eliminate, or minimise risk to a reasonably practical level	LIKELIHOOD	CONSEQUENCE	REVISED RISK SCORE	PERSON(S) RESPONSIBLE
1.	Planning and preparation.	<ul style="list-style-type: none"> Uncoordinated work plan. Unprepared personnel. Unqualified personnel. 	<ul style="list-style-type: none"> Risk of not understanding procedures. Suitable equipment not available. Personnel not having necessary skills or being unprepared for the work. 	1	2	2	<ul style="list-style-type: none"> Ensure that consultation with the Principal Contractor, Client, and/or Service Authority has been undertaken to identify and assess hazards associated with the work. Personnel must be assessed and briefed on the consultation and decision on the necessary control measures. Provide a brief overview of the work to all personnel, pipes, manholes, and barricades, to ensure all the resources are available for the job. Ensure that personnel whose job involves the installation of pipes and fittings. <p>Note: Installation work must only be undertaken by personnel who have received the necessary instruction and training and are deemed competent.</p>	1	2	2 Low	Manager Supervisor Workers
2.	Conduct pre-start checks.	<ul style="list-style-type: none"> Equipment. 	<ul style="list-style-type: none"> Personal injury. Damage to equipment. 				<ul style="list-style-type: none"> Ensure that the work area is clear of all slip, trip and fall hazards. Ensure that all mandatory PPE is available and worn. 				