

SAFE WORK METHOD STATEMENT FOR HEAT STRESS MANAGEMENT

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
Person(s) responsible for implementing, monitoring and compliance to the SWMS:	Insert person(s)	Responsible Person's Name:	Insert person(s) phone number
Work Scope Description:	Working in conditions where there is a risk of a person suffering from heat stress.		
List the qualifications and training requirements for this activity:	<p>Instruction on the safe work method must be provided.</p> <p>Note: There are no workplace specific standards or limits for the effect of heat and high humidity on a person, not based on air temperature alone. Heat, humidity, hot objects, or strenuous physical work may also impact on an individual.</p>		
Details of inspections and maintenance checks required for this activity:	<p>Consultation with a health and safety professional is regularly undertaken to support the prevention and control of heat stress, which could lead to heat stress, heat exhaustion and heat stroke.</p> <p>Weather forecasts are monitored via the Bureau of Meteorology, or other accurate weather source.</p>		
Are there any other hazards that may affect the work?	<p>Persons must comply with all additional safe work procedures, plans, rules and instructions given by the person in control of the workplace.</p> <p>The following assessment e-tool may be used to assess the risk of heat stress</p> <p>https://fswaap.worksafe.qld.gov.au/e-tools/e-tool/heat-stress-basic-calculator-test/</p>		
Legislative Reference:	<ul style="list-style-type: none"> • Work Health and Safety Act • Work Health and Safety Regulation • How to Manage Work Health and Safety Risks Code of Practice • Managing the Risks of Working in Heat Guidance Material – SWA • A Guide to Managing Heat Stress: Developed for use in the Australian Environment 		

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"> Lack of consultation. Uncoordinated work plan. Unprepared personnel. Unqualified personnel. Insufficient resources. Working in hot conditions. 	<ul style="list-style-type: none"> Risk of not understanding procedures. Suitable resources (PPE) not available. Personnel not trained or aware of risks. Management not aware of risks. 	1	2	6 Med	<ul style="list-style-type: none"> Ensure that consultation with Principal Contractor and/or Client has been undertaken to identify all risks and hazards associated with the work. Complete risk assessment and ensure necessary PPE (e.g. sun screen, protective clothing) and all the resources needed to work safely while exposed to the conditions. Ensure that training that offers relevant and offers valid information. Ensure that personnel whose job requires them to work in hot conditions. Do not allow a worker to work alone if there is a risk of the person suffering heat stress. <p>Note: Working in hot conditions 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.	Pre-start	<ul style="list-style-type: none"> Personnel not prepared for the day's activities. 	<ul style="list-style-type: none"> Heat stress incident. 	3	3	9 High	<ul style="list-style-type: none"> Pay attention to daily weather forecasts and prepare accordingly. Conduct an assessment to determine whether persons are likely to be exposed to heat stress. Take the following into account: 	1	3	3 Low	Manager Supervisor Workers