

SAFE WORK METHOD STATEMENT

Asbestos










SWMS Title:	Work that involves, or is likely to involve, the disturbance of asbestos	Department:		Revision No.	
Project Name:		Location			
Prepared By:		Position:		Signed:	
Approved By:		Position:		Signed:	

*Additional hazards and controls (determined through "Take 5") must be added to this SWMS. Controls not required should have a line drawn through them. All changes must be dated and initialled. All persons involved in the task must have been **consulted** in the development and/or amendment or revision of this SWMS. Control measures will be **monitored** by day to day supervisor observation and formal workplace inspection activities. This SWMS and control measures are to be **reviewed** whenever there is a change to the job activities or conditions, following an incident, when monitoring shows controls are not effective, following a request for review by a relevant health and safety representative and at a minimum, annually.*


Permits required

<input type="checkbox"/> Working at Heights	<input type="checkbox"/> Confined Space	<input type="checkbox"/> Excavation & Trenching	<input checked="" type="checkbox"/> Asbestos
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PPE Requirements

<input checked="" type="checkbox"/> 	<input checked="" type="checkbox"/> 	<input checked="" type="checkbox"/> 	<input checked="" type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 	<input checked="" type="checkbox"/> 	<input checked="" type="checkbox"/> 
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Additional PPE Requirements:	Specialised PPE including disposable P2 masks or respirators, coveralls (e.g. "Tyvek suits) gloves, boot covers and goggles.
Legislative Reference/s:	WHS Reg Chapter 8 (Asbestos) Code of Practice: How to manage & control asbestos in the workplace 2021, How to safely remove asbestos 2021
CHRC SMS Reference/s:	Procedures: Asbestos Management, Asbestos Register and Management plans

	CHRC Take 5 – Authority to Work process must be used in conjunction with this SWMS.
	Controls must be selected according to the Hierarchy of Control to be as low as reasonably practicable (ALARP)

NOTE – To ensure all specific hazards for the job are identified and suitable controls put in place, WHS risk registers must be reviewed

RISK MATRIX AND CONSEQUENCE SEVERITY TABLE

RISK MATRIX					
LIKELIHOOD	CONSEQUENCE				
	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
5. ALMOST CERTAIN (>95%) The event is expected to occur in most circumstances	Medium 5	Medium 10	High 15	Extreme 20	Extreme 25
4. LIKELY (66-95%) The event will probably occur in most circumstances	Medium 4	Medium 8	High 12	Extreme 16	Extreme 20
3. OCCASSIONAL (36-65%) The event might occur at some time	Low 3	Medium 6	Medium 9	High 12	Extreme 15
2. UNLIKELY (5-35%) The event could occur at some time	Low 2	Low 4	Medium 6	Medium 8	High 10
1. RARE (<5%) The event may occur only in exceptional circumstances	Low 1	Low 2	Low 3	Medium 4	Medium 5

Consequences				Hierarchy of Control	
Number Assigned	People	Plant / Equipment	Environment	HIGHEST	MOST
1. Insignificant	No medical treatment	Slight Damage (< \$1000)	Slight effect (i.e. minor breach in site-based control)	<div style="display: flex; flex-direction: column; align-items: center;"> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> </div>	<div style="display: flex; flex-direction: column; align-items: center;"> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> <div style="margin-bottom: 10px;"> </div> </div>
2. Minor	First Aid Treatment	Component level replacement /repair (\$1000 - \$5000)	Minor on-site contamination (i.e. minor spill contained in bund)		
3. Moderate	Medical Treatment Injury	Equipment level replacement /repair (\$5000 - \$10,000)	Major on-site contamination with potential for off-site contamination (i.e. major spill but localised)		
4. Major	Serious injury / Fatality	Multiple equipment replacements (Incl. Heavy Plant) (\$10,000 - \$50,000)	Minor off - Site contamination (i.e. spill/airborne contaminants have migrated off site in low concentration)		
5. Significant	Multiple Fatalities	Massive widespread equipment damage (I.e. plant / equipment write-off) (\$50,000 +)	Major off-site contamination (i.e. spill/airborne contaminants have migrated off site in high concentration)		

Task/Activity Sequence Steps	Quality, Health, Safety & Environmental Hazards/Risks	Control Measures	Residual Risk			Responsibility to Implement Controls
			L	C	R	
PRESTART						
Labour Selection	Inexperienced personnel or lack of appropriate skill / qualification / licence	<ul style="list-style-type: none"> ▪ All personnel involved with the activity to have appropriate competencies and qualifications, including: <ul style="list-style-type: none"> - Asbestos Awareness Training - Asbestos Removal license CHRC has “B” Class, Contractor would need “A” or “B” Class depending on type of asbestos (Friable or non-friable) to be removed. - Plant Operators (<i>Plant and Equipment Requirements Procedure</i>) - Will Demolition be involved? 				Supervisor
Select Plant/Equipment for Task	Plant/equipment used for task not suitable or prohibited Rescue equipment not available	<ul style="list-style-type: none"> ▪ Selection of appropriate plant/equipment for task, e.g. <ul style="list-style-type: none"> - No power tools pneumatic or pressure equipment that could disturb and promote airborne asbestos fibres - Specialised PPE (e.g. supplied air respirator) - Vacuum (HEPA - AS/NZS 60335.2.69 compliant) only 				Supervisor
Conduct Documented Risk Assessment	Failure to identify all activity hazards including location of asbestos	<ul style="list-style-type: none"> ▪ Complete the CHRC Take 5 - Authority to Work process with all involved in task, including, but not limited to: <ul style="list-style-type: none"> - Type of asbestos - Qty of Asbestos - Condition of Asbestos - Location of asbestos ▪ All excavation works on active and inactive landfills and the underground water network where the possibility of exposure to asbestos or asbestos containing material from the depths of 300mm or greater will be identified as asbestos related work therefore require an excavation permit and an asbestos permit. ▪ CHRC asbestos register must be consulted where there is suspicion of asbestos including underground exposure. If in doubt, always assume that asbestos is present unless a NATA approved test result confirms there is no asbestos detected. 				Supervisor All personnel involved in task

Regulator Notification	Failure to notify Regulator	<ul style="list-style-type: none"> Complete Notification to WHS QLD Form 65 – Notification of licensed asbestos removal work/demolition work/ emergency demolition 5 days prior to the commencement of work. <p>Note: Further demolition notification may be required</p>				Safety and Wellness Dept
Emergency Response	Failing to have Emergency procedures in place	<ul style="list-style-type: none"> Develop an Emergency Plan to reduce potential for exposure to ACM. Likely scenarios may include: <ul style="list-style-type: none"> - Accidental Damage - Fire - Weather event damage - Accidental release - Discovery of new ACM <p>Note that some scenarios will require equipment to be available on site e.g. water source for wetting down, plastic bags for collection and storage etc.</p>				Supervisor

PREPARATION/ SETUP

Work Area	<p>Exposure to Asbestos Contaminated Material (ACM)</p> <p>Personnel / public un-aware of activities taking place or hazards</p>	<ul style="list-style-type: none"> Site familiarisation to be conducted for all personnel. Supervisor to ensure Team Take 5 completed and signed off by all personnel working on site. Define exclusion zone Set up Barricading and Signage as appropriate for all asbestos removal, asbestos related work and assumed asbestos CHRC Asbestos Permit is to be issued by CHRC Safety Department before any work can commence including asbestos removal work or asbestos related work. Other control from <i>Take 5</i>: 				<p>Supervisor</p> <p>Safety and Wellness Department</p> <p>All personnel involved in activity</p>
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HANDLING ASBESTOS

General handling ACM. (This will include cutting, drilling or breaking ACM)	<p>Exposure to Asbestos Contaminated Material (ACM)</p> <p>Contamination of environment</p>	<ul style="list-style-type: none"> Ensure all personnel have the Asbestos Awareness training. Ensure that all PPE is suitable for the task, including disposable P2 valved respirator, coveralls (e.g. "Tyvek" suits) gloves, boot covers if used and goggles. No exposed cotton clothing Ensure that equipment is fit for purpose and in good working order. Consider specialised equipment for task, (pipe snap cutters for AC pipes, slow speed cutting with continuous flow of water) Decontaminate equipment and machinery with appropriate cleaning methods (wet rags or vacuum). Decontaminate personnel including the correct removal and disposal of PPE. 				<p>Supervisor</p> <p>All personnel involved in activity</p>
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		<ul style="list-style-type: none"> ▪ Other control from Take 5: <p>Note: Decontamination of non-disposals and bagging of contaminated materials including disposable garments, must take place within the asbestos removal area.</p>				
<p>Tapping into AC Pipe</p>	<p>Exposure to Asbestos Contaminated Material (ACM)</p> <p>Contamination of environment</p>	<ul style="list-style-type: none"> ▪ Thoroughly wet down the AC pipe and seal the exposed ends of pipe PVA Glue or paint) ▪ There is to be No re-use of AC pipe ▪ The options for tapping into an AC pipe are as follows: <ul style="list-style-type: none"> - The manual or power-driven equipment for pressure tapping, or “wet” tapping, is attached to the pipe with a chain yoke. A combination boring-and-insert bar drills and taps the pipe wall and inserts a corporation stop or pipe plug. The tool’s pressure chamber protects against water leakage and catches AC debris, making this a virtually dust-free operation. To remove AC debris that entered the pipeline, provisions should be made for flushing or use of tapping equipment with positive purge or “blow-off” features. - The non-pressure tapping, or “dry” tapping equipment is attached to the pipe or coupling with a chain yoke. Separate drills and taps or a combination tool is used to drill and tap the pipe wall. Corporation stops or other connections may then be affixed to the pipe. AC pipe debris should be removed from the pipe’s interior. Flush with water, wet mop, or vacuum using a High Efficiency Particulate Air (HEPA) filter. Compressed air should not be used to dry sweep or blow out any debris. Note that the vacuum cleaner cannot be a domestic cleaner but must comply with the requirements of AS 3544 Industrial Vacuum Cleaners for Particulates Hazardous to Health. Also, the HEPA filter must comply with AS 4260 High Efficiency Particulate Air Filters – Classification, Construction and Performance. ▪ Other control from <i>Take 5</i>: 				<p>Supervisor All personnel involved in activity</p>

REMOVING ASBESTOS

Removal of Asbestos	Exposure to Asbestos Contaminated Material (ACM)	<ul style="list-style-type: none"> ▪ Operators to have required competency / licence ▪ Licenced Asbestos Assessor to complete Asbestos Clearance Certificate ▪ Other control from <i>Take 5</i>: 				Supervisor Licensed asbestos operator All personnel involved in activity
Disposal	Exposure to Asbestos Contaminated Material (ACM) Regulatory non-compliance	<ul style="list-style-type: none"> ▪ Products containing asbestos (e.g.: A.C. sheeting etc. including disposable PPE) – double wrapped in heavy duty 0.2 mm polyethylene bags or sheeting labelled “Caution asbestos – Do not open or damage bag – Do not inhale dust”. ▪ Disposed of at an approved landfill site. ▪ Disposal of the asbestos product is to be arranged as soon as practically possible. ▪ Waste tracking certificate is not required under 250kg or less than 10sqmtrs. ▪ All regulated waste to be removed by approved persons only. 				Supervisor Licensed asbestos operator All personnel involved in activity
NOTE	Other significant hazards	<ul style="list-style-type: none"> ▪ Work involving asbestos is likely to involve other high-risk construction work activities - Review and implement other SWMS as may be relevant to the activity e.g. <ul style="list-style-type: none"> - Work Near Mobile Plant - Demolition 				Supervisor

FINALISATION

<p>Finalisation</p>	<p>Inaccurate provision of records</p>	<p>Provide documentation to CHRC Safety Department to amend the Asbestos Management Register including:</p> <ul style="list-style-type: none"> ▪ Waste tracking certificate ▪ Completed asbestos permit ▪ Clearance certificate ▪ Test results 				<p>Supervisor Safety and Wellness Department</p>

REVISION STATUS						
Issue/Rev	Date	Revision Description	By	Checked	Approved	Signature
Methods of monitoring implemented risk control:		<input checked="" type="checkbox"/> Audits / Inspections	<input checked="" type="checkbox"/> Incident Review	<input checked="" type="checkbox"/> Annual Review		