












# Safe Work Method Statement

<b>TASK:</b>	<b>GENERAL – WORKSITE HAZARDS</b>									
<b>ORGANISATIONAL DETAILS</b>										
<b>Company Name</b>	ServiceFM Pty Ltd	<b>ABN</b>	34 008 073 550		<b>Contact Name</b>	Dale Stephen – HSEQ Manager				
<b>Address</b>	561 Churchill Road	<b>State</b>	SA	<b>Postcode</b>	5084	<b>Email</b>	dales@servicefm.com.au	<b>Phone</b>	0418 983 556	
<b>SITE DETAILS AND SWMS PREPARATION</b>										
<b>Client</b>				<b>Location</b>				<b>State</b>		
<b>Site Manager</b>				<b>Date SWMS Provided</b>						
<b>Principal Contractor</b>	<i>(if not ServiceFM)</i>			<b>PC Contract:</b>				<b>Phone</b>		
<b>PERMITS, RESOURCES, TRAINING AND LICENCES</b>						<b>KEY PLANT AND/OR EQUIPMENT – Inspection and maintenance checks</b>				
<b>Min Workers</b>	1 (ideally working alone is to be avoided)									
<b>Licence or Permit</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Details:</b>							
<b>Training</b>	ServiceFM Induction									
<b>PPE REQUIREMENTS – Verify on Safe Work Instruction specific required PPE for each task</b>										
Foot Protection  <input checked="" type="checkbox"/>	Hearing Protection  <input checked="" type="checkbox"/>	High Visibility  <input checked="" type="checkbox"/>	Head Protection  <input checked="" type="checkbox"/>	Eye Protection  <input checked="" type="checkbox"/>	Face Protection  <input type="checkbox"/>	Hand Protection  <input checked="" type="checkbox"/>	Protective Clothing  <input type="checkbox"/>	Disposable Mask  <input checked="" type="checkbox"/>	Sun Protection  <input checked="" type="checkbox"/>	Hygiene Controls  <input checked="" type="checkbox"/>
<b>Other:</b>	Any listed, identified or site-specific PPE requirements									

THIS WORK ACTIVITY INVOLVES THE FOLLOWING HAZARDOUS WORK AND ENVIRONMENTAL IMPACTS					
<input checked="" type="checkbox"/> Electrical equipment	<input checked="" type="checkbox"/> Elevated levels	<input checked="" type="checkbox"/> Slips, trips, and falls	<input type="checkbox"/> Hazardous substances	<input type="checkbox"/> Hot Work	<input type="checkbox"/> Air quality
<input type="checkbox"/> Hazardous Manual Tasks	<input checked="" type="checkbox"/> Outdoor Work	<input checked="" type="checkbox"/> Isolated or remote Work	<input checked="" type="checkbox"/> Noise and vibration	<input checked="" type="checkbox"/> Vehicle movement	<input type="checkbox"/> Waste and waste disposal
<input type="checkbox"/> Other (specify)					

THIS WORK ACTIVITY INVOLVES THE FOLLOWING HIGH-RISK CONSTRUCTION WORK		
<input type="checkbox"/> Risk of a person falling more than 2 metres (Note: in some jurisdictions this is 3 metres)	<input type="checkbox"/> Work on a telecommunication tower	<input type="checkbox"/> Demolition of load-bearing structure
<input type="checkbox"/> Likely to involve disturbing asbestos	<input type="checkbox"/> Temporary load-bearing support for structural alterations or repairs	<input type="checkbox"/> Work in or near a confined space
<input type="checkbox"/> Work in or near a shaft or trench deeper than 1.5 m or a tunnel	<input type="checkbox"/> Use of explosives	<input type="checkbox"/> Work on or near pressurised gas mains or piping
<input type="checkbox"/> Work on or near chemical, fuel or refrigerant lines	<input type="checkbox"/> Work on or near energised electrical installations or services	<input type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere
<input type="checkbox"/> Tilt-up or precast concrete elements	<input type="checkbox"/> Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	<input type="checkbox"/> Work in an area with movement of powered mobile plant
<input type="checkbox"/> Work in areas with artificial extremes of temperature	<input type="checkbox"/> Work in or near water or other liquid that involves a risk of drowning	<input type="checkbox"/> Diving work

RISK MATRIX						RISK RESPONSE	
Likelihood/ Consequence	Catastrophic	Major	Moderate	Minor	Insignificant	Residual rating	Action required / risk response
Almost Certain	Extreme (4)	Extreme (4)	High (3)	High (3)	Moderate (2)		
Likely	Extreme (4)	High (3)	High (3)	Moderate (2)	Moderate (2)	<b>Extreme (4)</b>	<b>Unacceptable</b> – Immediate and urgent action plan is required. <b>DO NOT PROCEED</b>
Possible	High (3)	High (3)	Moderate (2)	Moderate (2)	Low (1)	<b>High (3)</b>	<b>Highly Cautious</b> – Action plan required – Only proceed with approval of HSEQ Manager
Unlikely	High (3)	Moderate (2)	Moderate (2)	Low (1)	Low (1)	<b>Moderate (2)</b>	<b>Tolerable</b> – Verify and maintain control measures prior to undertaking activity
Rare	Moderate (2)	Moderate (2)	Low (1)	Low (1)	Low (1)	<b>Low (1)</b>	<b>Acceptable</b> - Manage through routine procedures and processes
<b>HIERARCHY OF CONTROLS</b>			Most effective <span style="display: inline-block; width: 100px; border-bottom: 1px solid black; position: relative;"> <span style="position: absolute; top: -10px; left: 10px; background-color: #007bff; color: white; padding: 2px 5px; font-size: 0.8em;">Elimination</span> <span style="position: absolute; top: -10px; left: 30px; background-color: #28a745; color: white; padding: 2px 5px; font-size: 0.8em;">Substitution</span> <span style="position: absolute; top: -10px; left: 50px; background-color: #ffc107; color: white; padding: 2px 5px; font-size: 0.8em;">Isolation</span> <span style="position: absolute; top: -10px; left: 70px; background-color: #ffc107; color: white; padding: 2px 5px; font-size: 0.8em;">Engineering</span> <span style="position: absolute; top: -10px; left: 90px; background-color: #ffc107; color: white; padding: 2px 5px; font-size: 0.8em;">Administrative</span> <span style="position: absolute; top: -10px; left: 110px; background-color: #dc3545; color: white; padding: 2px 5px; font-size: 0.8em;">PPE</span> </span> Least effective				

DESCRIPTION OF TASKS, HAZARDS AND RISK CONTROLS				
What are the tasks involved? <i>List the work tasks in a logical order.</i>	What are the hazards and risks? <i>Identify the hazards and risks that may cause harm to workers or the public.</i>	Inherent Risk Rating	What are the control measures? <i>Indicate what will be done to control the risk. What will be done to make the activity as safe as possible</i>	Residual Risk Rating
<b>Planning</b>	<ul style="list-style-type: none"> <li>Change to working environment or worksite</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Inspect worksite to identify any new hazards/risks due to a change in a worksite – this could include temporary change</li> <li>Assess any new hazards and determine appropriate action to control the risks – using risk assessment form if required</li> <li>Ensure change conditions and required controls are added to relevant SWMS or communicated to workers</li> </ul>	<b>MODERATE</b>
	<ul style="list-style-type: none"> <li>Uninformed workers – unaware of hazards, dangers, and processes</li> <li>Unauthorised Access</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Workers have completed ServiceFM and any Site Induction</li> <li>Workers are aware of the safety requirements of the activities that are required to be carried out</li> <li>Safe Work instruction accessible for tasks required</li> <li>Required licences, clearances and permits have been verified</li> <li>Access to site is provided by keys/fobs if applicable</li> </ul> <p><u>Workers have:</u></p> <ul style="list-style-type: none"> <li>Been made aware of hazards and controls for tasks</li> <li>Have supplied any appropriate licences or certifications before commencing work</li> </ul>	<b>LOW</b>
<b>Personal Protective Equipment (PPE)</b>	<ul style="list-style-type: none"> <li>Injury, illness, or incident</li> <li>Infection</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Appropriate PPE shall be always worn where required</li> <li>PPE must not be removed during task</li> <li>PPE should be assessed before each use to ensure it is in good working condition</li> <li>Make sure all workers are issued with and wear the recommended PPE as required for safety on the worksite (including site-specific)</li> <li>Workers are aware correct use, maintenance, and storage of PPE</li> <li>PPE shall be disposed of correctly or stored for re-use</li> </ul>	<b>LOW</b>
<b>Interactions with other persons/public</b>	<ul style="list-style-type: none"> <li>Aggressive behaviour</li> <li>Violence or physical injury</li> <li>Bullying and Harassment</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Ensure workers are identified by uniform/ID</li> <li>Always treat other persons with respect</li> <li>Ensure communication equipment is within reach</li> <li>Do not escalate any bullying situations</li> <li>Clear reporting methods for bullying are identified</li> </ul>	<b>LOW</b>

			<ul style="list-style-type: none"> <li>Worker's aware of access to EAP</li> </ul>	
	<ul style="list-style-type: none"> <li>Disruption</li> </ul>	<b>MODERATE</b>	<ul style="list-style-type: none"> <li>Schedule cleaning tasks at quieter times to avoid interrupting other persons</li> <li>Complete other tasks and return to area if occupied</li> <li>Always be polite and act with courtesy when completing tasks</li> </ul>	<b>LOW</b>
	<ul style="list-style-type: none"> <li>Vulnerable people/children</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Required clearances and checks are obtained prior to commencement</li> <li>Where possible, tasks are completed at times vulnerable people/children are not present</li> <li>Consultation with site to occur to determine specific requirements</li> <li>Reporting methods for incidents are known</li> </ul>	<b>LOW</b>
	<ul style="list-style-type: none"> <li>Client information/data</li> <li>Personal/client belongings</li> <li>Security breach</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Do not move or remove any paper, belongings, or data from client sites</li> <li>Be considerate to other persons and client belongings</li> <li>Do not share or disclose any client information, unless permitted</li> <li>Only service designated areas and avoid accessing other areas</li> </ul>	<b>LOW</b>
<b>Slips, trips, and falls</b>	<ul style="list-style-type: none"> <li>Cuts, abrasion, and breaks</li> <li>Strain and sprain injury</li> <li>Muscular/back injury</li> <li>Other persons/public</li> <li>Access and egress</li> <li>Uneven surfaces</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Erect warning signs to alert people of work involving trip hazards</li> <li>Isolate or restrict access to the work area to those involved in the work activity where possible</li> <li>Carry out basic housekeeping regularly keeping access ways and the work area clear of any potential trip hazards such as tools, materials, and debris</li> <li>Clean up and spills immediately</li> <li>Keep walkways clear of obstructions</li> <li>Allow sufficient time for workers to carry out work tasks and not rush</li> <li>Ensure workers are wearing suitable footwear</li> <li>DO NOT carry objects that are not manageable</li> <li>DO NOT carry heavy or awkward objects on stairs – make multiple trips</li> <li>Use handrails on stairs – avoid distractions</li> <li>Avoid uneven surfaces – and report hazard to site manager</li> </ul>	<b>MODERATE</b>
<b>Storage/Cleaners/Handyman room</b>	<ul style="list-style-type: none"> <li>Chemicals and hazardous substances</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>Store chemicals as per SDS, banded (if required) and minimal quantities</li> </ul>	<b>LOW</b>

	<ul style="list-style-type: none"> <li>• Slips, trips, and falls</li> <li>• Spills/Leaks</li> <li>• Electric shock or incident</li> <li>• Falling objects</li> <li>• Manual Handling</li> <li>• Theft/Security</li> </ul>		<ul style="list-style-type: none"> <li>• SDS to be accessible for all chemicals</li> <li>• Ensure access and walkways are clear of obstruction</li> <li>• Where possible, store equipment off ground</li> <li>• Have spill kit available</li> <li>• Clean up any spills immediately</li> <li>• Regularly check current test and tag and visually inspect power leads</li> <li>• Avoid storing heavier objects up high</li> <li>• Ensure shelving is suitable for storing of equipment</li> <li>• Store objects most used at waist height</li> <li>• Adhere to manual handling techniques when lifting objects</li> <li>• Storage room or area should be labelled and lockable</li> </ul>	
<p><b>Excessive or prolonged noise</b></p> <p><i>Is there a risk?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> <li>• Hearing damage</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>• Separate work tasks from the noise where possible</li> <li>• Maintain equipment used in reasonable working condition</li> <li>• Wear adequate hearing protection (earplugs etc.)</li> <li>• Rotate work tasks and provide regular breaks</li> </ul>	<b>LOW</b>
<p><b>Dust</b></p> <p><i>Is there a risk?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> <li>• Respiratory issues or lung damage</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>• Where possible, ensure work area is well ventilated</li> <li>• Notify manager of any allergies if applicable</li> <li>• Wear dust mask or half/full face respirator</li> </ul>	<b>LOW</b>
<p><b>Lighting</b></p> <p><i>Is there a risk?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> <li>• Falls resulting in injury</li> <li>• Eye strain</li> <li>• Impact injury</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>• Check lighting of area prior to commencement of task</li> <li>• Do not perform task if lighting is not adequate as this can result in injury</li> <li>• Access additional lighting such as a lamp or spotlight</li> <li>• Where applicable, schedule tasks during day</li> </ul>	<b>LOW</b>
<p><b>Lifts, elevators, and travelators</b></p> <p><i>Is there a risk?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> <li>• Falls</li> <li>• Entrapment</li> </ul>	<b>MODERATE</b>	<ul style="list-style-type: none"> <li>• Make sure lift has emergency button/phone</li> <li>• Do not overload lifts – keep use to a minimum</li> <li>• Keep electrical leads/cords away from entry doors of lift</li> <li>• Always use handrails of travelators</li> <li>• Do not overload travelators – use alternate routes</li> </ul>	<b>LOW</b>
<p><b>Working outdoors and/or in extreme conditions</b></p> <p><i>Is there a risk?</i></p>	<ul style="list-style-type: none"> <li>• Fatigue</li> <li>• Heat exhaustion</li> <li>• Dehydration</li> <li>• Hyperthermia</li> </ul>	<b>HIGH</b>	<ul style="list-style-type: none"> <li>• Check weather conditions – avoid work in extreme conditions</li> <li>• Avoid high risk work in poor or extreme conditions</li> <li>• Reschedule works to work in more moderate conditions</li> </ul> <p><u>Hot conditions – Ensure:</u></p>	<b>MODERATE</b>

<input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> <li>• Sunburn</li> </ul>		<ul style="list-style-type: none"> <li>• Suitable protective clothing</li> <li>• Sun brim on hard hats</li> <li>• Safety glasses - UV rated</li> <li>• Use 30+ sunscreen on exposed skin</li> <li>• Adequate drinking water</li> <li>• Access to shade on breaks</li> <li>• Adequate breaks</li> </ul> <p><u>Cold conditions – Ensure:</u></p> <ul style="list-style-type: none"> <li>• Schedule warm-up breaks</li> <li>• Hold breaks inside</li> <li>• Dress warmly in layers</li> <li>• Stay dry (wet clothing chills the body rapidly)</li> <li>• Get out of the cold as soon as start to feel symptoms</li> </ul>	
	<ul style="list-style-type: none"> <li>• Struck by lightning</li> <li>• Hit by falling trees or branches</li> <li>• Injury from heavy rain/hail</li> <li>• Falling on slippery ground</li> </ul>	<p><b>EXTREME</b></p>	<p><u>When in remote or exposed locations:</u></p> <ul style="list-style-type: none"> <li>• Thunder within 10 seconds of lightning flash means storm 3km away</li> <li>• Leave the site immediately or seek shelter</li> <li>• Shelter in the bottom of a valley or hollow with feet together if unable to take cover or return to your vehicle</li> <li>• Move away from nearby objects if you hear buzzing or your hair stands on end</li> <li>• Use a raincoat only and not an umbrella; and</li> <li>• Avoid open spaces – golf courses, parkland, paddocks, swimming pools, ponds, lakes, water courses, overhead electrical wires, isolated buildings or trees, tractors, open vehicles, and other grounds maintenance machinery</li> </ul>	<p><b>MODERATE</b></p>
<p><b>Working at heights</b> <i>Is there a risk?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<ul style="list-style-type: none"> <li>• Falls</li> </ul>	<p><b>HIGH</b></p>	<ul style="list-style-type: none"> <li>• Avoid any work above 2m, use extendable poles for dusters/windows</li> <li>• NEVER stand on chairs, tables of fixtures, window sills etc</li> <li>• Refer to Working at Heights procedures if required to work above 2m</li> </ul>	<p><b>LOW</b></p>
<p><b>Working around vehicles, plant, and equipment movement</b> <i>Is there a risk?</i></p>	<ul style="list-style-type: none"> <li>• Impact or crushing injury</li> <li>• Falling objects</li> <li>• Dust and fumes</li> <li>• Slips Trips and Falls</li> <li>• Property damage</li> </ul>	<p><b>HIGH</b></p>	<ul style="list-style-type: none"> <li>• Wear high-visibility vest or clothing if appropriate</li> <li>• Be aware of access points for vehicles to enter, exit and move on site</li> <li>• Adhere to speed limits if accessing a carpark in a vehicle</li> <li>• Use footpaths or designated walkways – always remain visible</li> </ul>	<p><b>MODERATE</b></p>

<input type="checkbox"/> Yes <input type="checkbox"/> No			<ul style="list-style-type: none"> <li>Adhere (or erect) warning signs, barricades or traffic control if required</li> </ul> <p><u>Check constantly for hazards and always monitor work position, ensure:</u></p> <ul style="list-style-type: none"> <li>Do not stand behind vehicles/plant when reversing</li> <li>Allow sufficient distance from the mobile plant during operation</li> <li>Alertness always. Listen for any reversing alarms/beepers &amp; calls from Plant Operators</li> <li>Obey safety/warning signs</li> <li>Work positions should be in clear sight of vehicle/plant operators</li> </ul> <p><u>Workers must:</u></p> <ul style="list-style-type: none"> <li>Not approach mobile plant until the operator has agreed to their request to approach</li> <li>Maintain a safe distance from the mobile plant while in operation</li> <li>Be made familiar with the blind spots of the mobile plant</li> </ul>	
<p><b>Working Alone, Isolated or Remote work</b></p> <p><i>Is there a risk?</i></p> <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> <li>Injury or illness</li> <li>Security/Theft</li> </ul>	<p><b>HIGH</b></p>	<ul style="list-style-type: none"> <li>Where possible working alone is to be avoided</li> <li>Working along should be authorised</li> <li>Ensure communication equipment is within reach and working</li> <li>Avoid lone working at night and for high-risk work</li> <li>Ensure another person knows your expected location and time of return</li> <li>Be aware of site first aid and emergency provisions</li> <li>Where possible and applicable, restrict access to work area if alone</li> <li>Only work in allocated areas</li> </ul>	<p><b>MODERATE</b></p>
<p><b>Working near roads</b></p> <p><i>Is there a risk?</i></p> <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> <li>Injury to pedestrians</li> <li>Struck by vehicle</li> </ul>	<p><b>HIGH</b></p>	<ul style="list-style-type: none"> <li>Wear high-visibility vest or clothing if appropriate</li> <li>Complete tasks at times of lower traffic if able to</li> <li>Use safety signage to warn pedestrians and vehicles</li> <li>Apply traffic control provisions if required</li> </ul>	<p><b>LOW</b></p>
<p><b>Snake, spider, and insect bites</b></p> <p><i>Is there a risk?</i></p> <input type="checkbox"/> Yes <input type="checkbox"/> No	<ul style="list-style-type: none"> <li>Skin irritation</li> <li>Allergic reaction</li> <li>Illness and injury</li> </ul>	<p><b>MODERATE</b></p>	<ul style="list-style-type: none"> <li>Move away slowly if confronted by a snake</li> <li>Wear gloves and long sleeve clothing where risk is identified</li> </ul> <p><u>If bitten by a snake or funnel-web spider:</u></p> <ul style="list-style-type: none"> <li>Immobilise the affected area with a pressure bandage and/or splint.</li> <li>Immediately apply a bandage firmly starting just above the fingers or toes and moving upwards as far as can be reached up the limb</li> </ul>	<p><b>LOW</b></p>

			<ul style="list-style-type: none"> <li>• Check fingers or toes for circulation</li> <li>• Keep the person and the limb immobilised</li> <li>• Use an ice pack/cold compress or hot fluids to manage pain</li> <li>• Do not tourniquet wound</li> <li>• Take to hospital immediately</li> </ul> <p><u>If bitten by a red-back spider, white-tailed spider, wasp, or bee:</u></p> <ul style="list-style-type: none"> <li>○ Use an ice pack or cold compress</li> <li>• Do not use an immobilisation bandage unless the person has a known allergy to the venom</li> </ul>	
<b>Loading and unloading vehicles</b>	<ul style="list-style-type: none"> <li>• Impact and crushing injury</li> <li>• Hit by falling object</li> <li>• Muscular strain or back injury</li> <li>• Vehicle or property damage</li> </ul>	<b>MODERATE</b>	<ul style="list-style-type: none"> <li>• Load vehicle, evenly and never overload</li> <li>• Do not lift objects that are too heavy or awkward to move. Use a lifting aide of team lift</li> <li>• Adhere to correct lifting and manual handling techniques</li> <li>• Make sure load is secure</li> </ul>	<b>LOW</b>
<b>Emergency</b>	<ul style="list-style-type: none"> <li>• Injury of death</li> <li>• Environmental damage</li> </ul>	<b>EXTREME</b>	<p style="text-align: center;"><b>FOR POLICE, AMBULANCE OF FIRE CALL '000"</b></p> <ul style="list-style-type: none"> <li>• Follow site emergency and evacuation procedures</li> <li>• Check for dangers to self before helping others</li> </ul>	<b>MODERATE</b>



SITE SPECIFIC REQUIREMENTS – To be completed by Site Manager if site-specific hazards are identified				
<b>What are the tasks involved?</b> <i>List the work tasks in a logical order.</i>	<b>What are the hazards and risks?</b> <i>Identify the hazards and risks that may cause harm to workers or the public.</i>	<b>Inherent Risk Rating</b>	<b>What are the control measures?</b> <i>Indicate what will be done to control the risk. What will be done to make the activity as safe as possible</i>	<b>Residual Risk Rating</b>

MONITOR AND REVIEW
<ul style="list-style-type: none"> <li>• All workers or persons involved in the task must have this SWMS communicated to them before work commences</li> <li>• The Site Manager is responsible for ensuring compliance and to monitor works against the controls stated in this SWMS</li> <li>• SWMS to be reviewed and amended if necessary, in consultation with relevant persons after any near miss or incident</li> <li>• If additional site hazards identified, review this SWMS, and amend control measures to suit</li> <li>• People, including workers, contractors, and subcontractors, affected by the revisions to this SWMS, are to be informed</li> <li>• SWMS must be available on-site and made accessible for inspection or review</li> </ul>

**SITE MANAGER SIGN-OFF**

<b>Name</b>		<b>Signature</b>		<b>Date</b>	
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**WORKER SIGN-OFF**

By signing this record below, I acknowledge I have been provided the opportunity to contribute to the identification of hazards associated with this activity, that will enable the activity to be undertaken safely.

<b>Name of Worker</b>	<b>Signature</b>	<b>Status (Employee/Subcontractor)</b>	<b>Date</b>