

**Safe Work Method Statement – Works in a Confined Space**

This safe work method statement is generic in nature can be used as a guide in developing your SWMS All PCBU's when undertaking high risk construction work are to have in place a Safe Work Method Statement (SWMS). Where there are differences in the control measures to employed between your and this SWMS the higher of the two control measures are to be implemented – this or your own SWMS. This SWMS needs to be reviewed against site conditions upon commencing work. Where site conditions prevent works to be carried out in accordance with this SWMS than another is to be written and Site Supervisor notified.

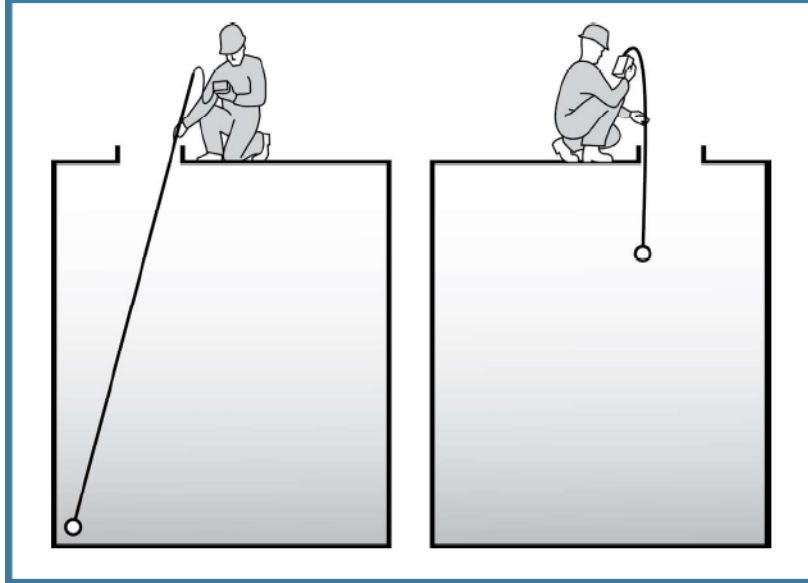
<b>Name of PCBU/Principal Builder</b>			<b>Name of Principal Contractor</b>	Bay Building Services	
<b>Work Activity:</b>		Work involving access to Confined Space		<b>Work Location:</b>	
<b>High Risk Construction Work:</b>		<ul style="list-style-type: none"> <li>• Engulfment</li> </ul>		<b>Site Supervisor:</b>	
		<ul style="list-style-type: none"> <li>• Hazardous atmosphere</li> </ul>		<b>Emergency Contact:</b>	
			1399 766 216	Contact No:	
<b>Date of SWMS</b>		02/04/2018	<b>Review Date</b>		
<b>Have workers been consulted about the SWMS?</b>		All workers are required to be consulted with regards to the SWMS and control measures contained in the SWMS.			
<b>Person Responsible for ensuring compliance with SWMS</b>		Different PCBU's/Employers and Contractors will encounter different High Risk activities. All PCBU's/Employers are responsible for reviewing this SWMS against site conditions and ensure work occurs in accordance with the SWMS.			
<b>Person(s) Responsible (for reviewing the SWMS)</b>		PCBU's/Employers should review this SWMS and apply the control measures outlined for the various High Risk activities that they may undertake. Where works cannot occur in accordance with this or your own SWMS contact is to be made with the Site Supervisor.			
<b>Work Step</b>	<b>Hazard for Works</b>	<b>Control Measures for the Hazards</b>			
PCBU's Pre-Start Check at Site	Site hazards may impair works	<ul style="list-style-type: none"> <li>• Undertake pre-site inspection verify conditions on site will enable works to be carried out in accordance with the SWMS.</li> <li>• Discuss site specific works with the Site Supervisor reviewing site signage, Safety Management Plan, for site specific hazards</li> <li>• Ensure all employees are made aware of any site specific hazards to works and this SWMS</li> <li>• If SWMS are to be changed copy is to be provided to site supervisor and approval obtained</li> </ul>			

		<ul style="list-style-type: none"> <li>• Construction Inducted employees and contractors are only allowed to undertake construction works</li> <li>• Inspect meter box RCD and activate tripping device verifying working condition if using power equipment</li> <li>• Ensure all leads tagging &amp; testing are up to date.</li> <li>• Only certified and/or licensed personnel are to operate mobile equipment</li> <li>• Only workers certified and trained to access a confined space are permitted to do so</li> </ul>
Assess confined space	Exposure to restricted atmosphere, engulfment	<ul style="list-style-type: none"> <li>• Review site register if in place to identify location of confined spaces and access procedures</li> <li>• Determine whether a space is a confined space using the flow chart located on the final page of this SWMS: <ol style="list-style-type: none"> <li>1. Is the space enclosed or partially enclosed, if yes progress to the next Step 2</li> <li>2. Is the space not designed or intended to be occupied by a person, if yes proceed to Step 3;</li> <li>3. Is the space designed or intended to be at normal atmospheric pressure while a person is in the space, if yes proceed to Step 4;</li> <li>4. Likely to pose a risk to health and safety from one or more of the following: <ol style="list-style-type: none"> <li>a. An atmosphere that does not have a safe oxygen level</li> <li>b. Contaminants, for example airborne gases, vapours, and dusts that may cause injury from fire or explosion.</li> <li>c. Harmful concentrations of any airborne contaminants</li> <li>d. Engulfment e.g. any liquid (water or oil in which drowning is possible), any solid (sand, ash, grains etc) that can flow or collapse surrounding a person cutting off their air supply</li> </ol> </li> <li>5. If answer is yes to the above the space is considered a confined space</li> </ol> </li> </ul>
Accessing confined space assess if works can occur outside	Exposure to restricted atmosphere, engulfment	<p>Avoid the need to access the confined space via one of the following suggested measure:</p> <ul style="list-style-type: none"> <li>• Use remote cameras to undertake inspection</li> <li>• Using remotely operated rotating flail devices, vibrators, or air purges to clear blockages</li> <li>• Using hooks, clasps, or magnets to retrieve objects.</li> </ul>

Maintain atmospheric conditions

- Use ventilation to maintain safe oxygen levels and any airborne contaminants in the space are minimised
- Calibrated and tested atmospheric devices are placed within the space to determine safe levels and give visual and auditory warnings if changes occur

**FIGURE 2:** Atmospheric testing of remote regions and different levels within the confined space.



Assess work and work method

Exposure to restricted atmosphere, engulfment

Consider if the proposed work will result in additional new hazards or contribute to the risk of working in a confined space e.g. welding, sand blasting, high-pressure washing. Ignition sources should not be added to the confined space if there is risk of a flammable atmosphere.

- Minimise the release of harmful airborne contaminants
- Reduce the time spent in the space or the number of people
- Eliminate the risk of engulfment

Entry to confined space	Exposure to restricted atmosphere, engulfment	<ul style="list-style-type: none"> <li>• A confined space entry permit is required prior to entry. This may consist of two permit types one obtained from the site and another from BBG</li> <li>• Contact the Site Supervisor to obtain a BBG confined space entry permit.</li> <li>• Do not enter the confined space unless a permit has been obtained from BBG</li> </ul>
Isolation	Exposure to restricted atmosphere, engulfment	<ul style="list-style-type: none"> <li>• Isolate all hazardous services that may be located/associated with the confined space: <ul style="list-style-type: none"> <li>○ Containments that may enter the confined space – piping, ducts, vents, drains, conveyors, service pipes, and fire protection equipment</li> <li>○ Activation of energised equipment within the confined space that</li> <li>○ Activation of plant outside of the confined space that may have an impact on the space</li> <li>○ Release of any stored or potential energy in plant (power, hydraulic, pressure, kinetic)</li> <li>○ Inadvertent use of electrical equipment</li> </ul> </li> </ul>
Maintain safe atmosphere	Exposure to restricted atmosphere, engulfment	<p>A safe atmosphere is to be maintained as far as reasonably practicable during the work in the confined space. A safe atmosphere is one that:</p> <ul style="list-style-type: none"> <li>• Has a safe oxygen level, monitoring of the atmosphere is of a continuous nature and visible/audible warnings are given when changes occur impacting on the safe atmosphere. This is via a air monitoring device suitable for confined spaces</li> <li>• Is free of contaminants or any airborne contaminants are below allowable exposure levels</li> <li>• Any flammable gas or vapour in the atmosphere is at concentrations below 5% of LEL</li> </ul> <p>This can be achieved by cleaning, purging, and providing adequate ventilation</p>
Communication	Exposure to restricted atmosphere, engulfment	<p>A system of communication is needed to enable communication between people inside and outside the confined space and to initiate emergency procedures – may consist of voice, radio, hand signals depending upon the nature of the space</p> <p>A stand-by person must be assigned to continuously monitor the wellbeing of those in the space. This person is to have the same training as those within the confined space and understand the works being performed and nature of any hazardous environment they may be exposed to.</p>
Emergency procedures	Exposure to restricted atmosphere, engulfment	<p>Emergency procedures are to be developed for the safe extraction of workers in the space. This may include the use of winches, warning devices, and resuscitation equipment. This will depend upon the confined space and potential emergency identified.</p>

