

SAMPLE SWMS

#	Work Step	Hazard or Risk Event	Initial Risk Rating	Control/Mitigations Strategies	Residual Risk	Responsibility
1.	Worksite Establishment/ Sign on Permit to work	<ul style="list-style-type: none"> - Workers enter rail corridor without authorisation and protection in place 		<ul style="list-style-type: none"> - An approved and valid Permit to Work must be issued by CMET prior to commencement of works. - All workers must have completed CMET Inductions & Medicals (As requested by CMET at the time of Permit to Work application). - All workers should upload proof of identity & other training documents related to their work as requested by CMET. - The Person in Charge (PIC) is to contact CMET Operations Control Centre and open the PTW prior to entering the rail corridor. 		PTW applicant/ Person in Charge (PIC)
2.	Working within or near the Light Rail corridor	<ul style="list-style-type: none"> - Personnel struck by plant or rolling stock causing severe injury or death. - Slips, trips, and falls. - Electrocutation - Overhead powerlines & underground powerlines. 		<ul style="list-style-type: none"> - Wear Hi-Vis X-back top - Operate only within the boundary permitted by CMET. - Establish exclusion zone around the worksite through barricading and fencing if instructed to do so by CMET. - Always adhere to instructions given by PIC. - Do not enter Hazard Zone unless otherwise you are permitted to do so with a specialized Lookout given by CMET. - If utilizing a specialized Lookout, always adhere to his instructions. - Treat all wiring as live and do not encroach within 3 metres. 		All Personnel

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				<ul style="list-style-type: none"> - Watch footing and look for obstructions in walking path. - Remove trip hazards from work sites where able to do so. 	
		<ul style="list-style-type: none"> - Incident or emergency on site whilst workers are in the rail corridor 		<ul style="list-style-type: none"> - The PIC is to contact CMET OCC immediately and report any incidents or emergencies that occur either via phone or Help-Point located on rail stops. - All workers are to stop work and await instructions from CMET OCC. If area is unsafe move to assembly point immediately. 	Person in Charge (PIC)
3.	Working on or near roads with live traffic	<ul style="list-style-type: none"> - Struck by moving vehicle causing severe injury or death. 		<ul style="list-style-type: none"> - Perform all works and keep all equipment and personnel outside of a 2m distance from public roads/live traffic. - If works are within 2m or on public roads/live traffic, implement a traffic management plan. 	Workgroup
4.	Sign off permit to work	<ul style="list-style-type: none"> - OCC assumption that work is still being conducted, potentially leading to delays with follow-up maintenance work. 		<ul style="list-style-type: none"> - On completion of works, all workers are to collect equipment and waste and leave the site immediately. - The PIC is to contact Operations Control Centre and close the permit. 	Person in Charge