

Working with Electricity				PROBABILITY		CONSEQUENCE								
Contract:		JCD / Adbooth		Likelihood		Minor (1)	Moderate (2)	Serious (3)	Major (4)	Catastrophic (5)				
Site/Project:		Working with Electricity i.e. electrical awareness		Common or repeating occurrence	Almost Certain (5)	Medium 11	High 16	Extreme 20	Extreme 23	Extreme 25				
Work Area:				Known to occur, or, "it has happened"	Likely (4)	Low 7	Medium 12	High 17	Extreme 21	Extreme 24				
Name:		Simon White	Signature		Could occur	Low 4	Medium 9	Medium 13	High 18	Extreme 22				
Position:		National Project Manager - 0450 251 778	Date		10/10/2025	Not likely to occur	Unlikely (2)	Low 2	Low 5	Medium 10	Medium 14	High 19		
Revision Details:		Rev No.:		3.1	Rev Date:		10/10/2025	Practically Impossible	Rare (1)	Low 1	Low 3	Low 6	Low 8	Medium 15

1. IDENTIFY THE JOB STEPS		2. ID THE HAZARDS	3. ASSESS RISK	4. ENGAGE RISK CONTROLS	5. RESIDUAL RISK
STEP	JOB STEP	HAZARDS IDENTIFIED	RATING ABOVE	CONTROL MEASURES	RATING ABOVE
1	Pull up to the site and secure worksite	Traffic, Vehicle accident / Hitting pedestrians and or bumping into pedestrians	4, 3 = 17	Set up appropriate pedestrian/traffic management: Pedestrian and traffic management, Drive safely, then use roof beacon and hazard lights and be aware of surroundings	4, 2 = 12
		Muscle sprain and strain	3, 3 = 13	Training of staff on correct way to position themselves (posture) during starting operation, how to correctly place equipment on back and SWPs available for task.	3, 2 = 9
2	Set Up Cones and Barriers	Muscle sprain and strain	3, 3 = 13	Training of staff on correct way to position themselves (posture) during starting operation, how to correctly place equipment on back and SWPs available for task.	3, 2 = 9
		Overhead power lines	4, 3 = 17	Follow SWP AS-1003: Working under adjacent overhead cables and be aware of surroundings	4, 2 = 12
3	Working with electricity i.e. Illumination Faults i.e. lighting not in operation, replacement of lights, power boards, –fix advertising and panel lighting	Muscle sprain and strain	3, 3 = 13	Training of staff on correct way to position themselves (posture) during starting operation, how to correctly place equipment on back and SWPs available for task.	3, 2 = 9
		Electrical Hazard i.e. electric shock	4, 3 = 17	Ensure to check surroundings before commencement i.e. ensure there are no exposed wires, lights are switched off at the isolation switch and or the RCD and correct process is followed at all times	4, 2 = 12

1. IDENTIFY THE JOB STEPS		2. ID THE HAZARDS	3. ASSESS RISK	4. ENGAGE RISK CONTROLS	5. RESIDUAL RISK
STEP	JOB STEP	HAZARDS IDENTIFIED	RATING ABOVE	CONTROL MEASURES	RATING ABOVE
				when dealing with electricity. Test circuit with a voltage tester prior to commencement of work.	
		Electrical shock from machine or extension cord	4, 4 = 21	Testing and tagging of (if applicable) in accordance with Australian Standards	4, 3 = 17
				Inspection of electrical cords (if applicable) for damage or deterioration by operator prior to day's use	3, 3 = 13
		Overhead power lines	4, 3 = 17	Follow SWP AS-1003: Working under adjacent overhead cables and be aware of surroundings	4, 2 = 12
		Weather Conditions i.e. rain, hot weather, cold, etc.	3, 3 = 13	Ensure to not work with electricity when it is extreme weather conditions i.e. heavy rain, thunder/lightening etc. and to have the appropriate PPE whilst working within the environment	3, 2 = 9
5	Pack up, secure and leave site	Traffic, Vehicle accident / Hitting pedestrians and or bumping into pedestrians	4, 3 = 17	Set up appropriate pedestrian/traffic management: Pedestrian and traffic management, Drive safely, then use roof beacon and hazard lights and be aware of surroundings	4, 2 = 12
		Muscle sprain and strain	3, 3 = 13	Training of staff on correct way to position themselves (posture) during starting operation, how to correctly place equipment on back and SWPs available for task.	3, 2 = 9
<b>EMS Assessment</b>					
	Environmental Aspect	Environmental Impact			
	Exposed electrical wires/cords	Waste Disposal	5, 1 = 11		5, 1 = 11
		Weather Conditions i.e. rain, hot, cold etc.	5, 1 = 11		5, 1 = 11
		Physical Environment i.e. footpaths, roads and people around the vicinity	5, 1 = 11		5, 1 = 11

## ADDITIONAL REQUIREMENTS

TRAINING REQUIRED	TOOLS/EQUIPMENT/PPE REQUIRED		LICENCES/PERMITS/APPROVALS REQUIRED	EQUIPMENT/MAINTENANCE CHECKS REQUIRED
Correct posture and movement to handle equipment and conduct this task	Safety signs/Barricades	Flashing beacon, vehicle & signage	Contract Specific Inductions	Testing and tagging of (if applicable) in accordance with Australian Standards Inspection of electrical cords for damage or deterioration by operator prior to day's use
Regular Intervals as required	Approved sharps container		Driver's Licence	
How to wear correct PPE	Hi-Vis Uniform, Safety Boots (lace up), Safety glasses, gloves, sunscreen, Brim hats, Mask, Long sleeve shirts and trousers, Arm guards		Electrical License (if applicable)	



Gloves



Face mask



Eye protection



Hi-Vis Clothing



Appropriate footwear



Hearing protection



Protective clothing



Brim Hats



Sunscreen



### Injury &/or Emergency Response

<b>Injury</b>	<ul style="list-style-type: none"> <li>In the first instance, provide medical assistance to the injured worker &amp; contact the ARA Supervisor / CRM.</li> </ul>
<b>Emergency</b>	<ul style="list-style-type: none"> <li>Follow the site Emergency Response procedure as directed by site operator.</li> <li>The ARA Incident Response &amp; Reporting Procedure will then be implemented</li> </ul>

## 5. SWMS CONSULTATION

The following companies / contractors participated in the development of this SWMS and agreed on the control measures to reduce the risk

NAME	DATE	POSITION	Company	NAME	DATE	POSITION	SIGNATURE
1. Simon White	10/10/2025	National Project Manager	ARA	5.			
2. Joshua Beckman	10/10/2025	Senior HSE Advisor	ARA	6.			

3.			ARA	7.			
4.			ARA	8.			

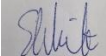
## SWMS SIGN OFF

Person(s) responsible for supervising/inspecting work to sign. Cleaners to sign when they have read, understood, is competent to do this task safely and agrees with the SWMS

NAME	DATE	POSITION	SIGNATURE	NAME	DATE	POSITION	SIGNATURE
1.				11.			
2.				12.			
3.				13.			
4.				14.			
5.				15.			
6.				16.			
7.				17.			
8.				18.			
9.				19.			
10.				20.			

## 6. APPROVAL

To be signed by the FM or delegate once all fields of this form have been completed and all hazards have been eliminated or reduced as low as reasonably practicable.

NAME	DATE	POSITION	SIGNATURE
Simon White	10/10/2025	National Project Manager	

## 7. LEGISLATION / REGULATIONS REFERENCE

<p><b>ACT:</b> Work Health and Safety Act 2011 Work Health and Safety Regulation 2011</p> <p><b>NT:</b> Work Health and Safety (National Uniform Legislation) Act 2011 Work Health and Safety (National Uniform Legislation) Regulations 2011</p> <p><b>SA:</b> Work Health and Safety Act 2012 Work Health and Safety Regulation 2012</p> <p><b>VIC:</b> Occupational Health and Safety Act 2004 Occupational Health and safety Regulations 2017</p>	<p><b>NSW:</b> Work Health and Safety Act 2011 Work Health and Safety Regulation 2017</p> <p><b>QLD:</b> Work Health and Safety Act 2011 Work Health and Safety Regulation 2011</p> <p><b>TAS:</b> Work Health and Safety Act 2012 Work Health and Safety Regulations 2012</p> <p><b>WA:</b> Work Health and Safety Act 2020 Work Health and Safety (General) Regulations 2022</p>
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## 8. CHANGE REGISTER

Revision Number	Date	Change	Expiry
1	October 2018	Creation of SWMS	September 2020
2	October 2020	PPE, review job steps, reallocation of risk ratings, change to PPE requirement , changes to legislations	September 2022
3	June 2022	Consultation, review job steps	May 2024
3.1	October 2025	Revision	October 2027