



## Summary Outline

**All sections**, to part 12 cover obligations in legal compliance, planning and risk assessment and are mainly administrative.

**Up to section 2**; are generally administration and legal compliance details.

**Sections 4 to 9**; can be considered as a plan that maps out what activities, plant or substances will occur or are being introduced to the site. These details must then be considered to manage the associated risks which must then be included, further on in section 13 (the 'body' of the safe work method statement).

**Sections 10 to 12**; require that for the works being carried out on site under the SWMS, that selections or additions be made to;

- Section 10 – State Legislation
- Section 11 – National Standards and Codes
- Section 12 – Australian standards

Although some 'requirements are common to many trades there are others that apply to specific trades or activities.

**Section 13**, the 'body', details the;

- activities and steps involved in the work
- associated hazards
- any site specific hazards
- relevant controls to reduce the risk. (applied using the hierarchy of controls)

This section is very important as it involves human behaviour. Induction by all workers into their SWMS is the training required to help ensure that workers understand how they are going to perform the works safely.

**THERE IS NO JOB SO IMPORTANT THAT IT CAN'T BE DONE SAFELY**