



Safe Work Method Statement

Job Task Summary:

Site Contaminants This term includes non-hazardous contaminants e.g. general dirt and grime, as well as hazardous contaminants including sewage, mould, asbestos or asbestos-containing materials [ACM], crystalline silica, lead and dust.
Context: DRA undertakes damage assessments, simple searches and site remediation tasks (minor demolition and debris removal, cleaning and minor construction) on disaster-affected premises following disasters including floods and fires.

Can this involve High Risk Construction Work?

Where there is a risk of a person falling more than two metres?	Yes
At workplaces where there is any movement of powered mobile plant?	Yes
Involving demolition of an element of a structure that is load bearing	No

Excludes:

Applicable to the following worker type: employee, contractor, volunteer, landowners

SWMS completed by: Tony Griffiths
Reviewed by the Safety Team

Site: All sites

Date: October 2021

PPE required: Standard DRA PPE Sunscreen, long sleeve shirt and pants, safety work boots/gumboots with steel/composite toecap.

Subject to risk assessment/Safety 5



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- Disposable coveralls with fitted hoods and cuffs rated Type 5, category 3 (EN ISO 13982-1) **and** Type 6 EN ISO 13034:2005 or equivalent¹,
- P2/N95 mask (AS/NZS 1716:2012)² AS/NZS 1715:2009 Selection, Use and Maintenance of Respiratory Protective Devices.
- Safety gumboots(AS 2210.1.2010 Operational Protective Footwear)³,
- Nitrile gloves (AS / NZS 2161 Occupational Protective Gloves)⁴
- Safety glasses (**AS/NZS 1337.1:2010 – Personal eye protection**)

For post flood clean up:

- Safety gumboots (AS 2210.1.2010 Operational Protective Footwear)⁵,
- Nitrile gloves (AS / NZS 2161 Occupational Protective Gloves)⁶ ,
- Medium impact, chemical goggles (AS/NZS 1337.1:2010)⁷

Subject to site risk assessment/Safety 5),

- Hi visibility vest, cotton
- Helmet
- Hearing protection (AS/NZS 1270:2002: Acoustics – Hearing protectors⁸,

DRA Policies

1. DRA acknowledges its responsibility to prevent a worker from carrying out work involving asbestos including transporting, removing, handling, disposing or disturbing asbestos or ACM, unless undertaken by a licensed asbestos contractor.

¹ Dupont Tyvek® Proshield 20 and 400 series meet this standard

² P2 or N95 masks [comply](#) including inadvertent exposure to asbestos/ACM

³ Bunnings Bata Knee Length Steel Cap Safety Gumboots comply

⁴ Ansell - MicroFlex 93-843 Nitrile Disposable Gloves - Powder Free - 295mm - Violet Blue meet this standard

⁵ Bunnings Bata Knee Length Steel Cap Safety Gumboots comply

⁶ Ansell - MicroFlex 93-843 Nitrile Disposable Gloves - Powder Free - 295mm - Violet Blue meet this standard

⁷ 3M™ Chemical Splash Goggle 93506H1-DC meets this standard

⁸ Class 4 SLC80 23dB(A) [minimum] [earmuff/plugs](#) eg Protector Tradesman Ear Muffs or equivalent



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2. DRA will provide induction, information, training and supervision of this SWMS.
3. DRA will not undertake tasks on sites which are known or suspected to be contaminated with asbestos or lead until such time as the site has been tested, remediated and declared safe. This may not prevent access to other discrete worksites on the property.⁹
4. DRA will assume, in the absence of other information, that houses built prior to 1990 contain asbestos unless certified otherwise.
5. DRA will assume, in the absence of other information, that houses built prior to 1970 contain lead paint unless certified otherwise.
6. DRA will screen volunteers and staff for medical conditions which could be exacerbated during deployed operations.
7. DRA will require volunteers and staff to be currently immunised against tetanus and such other diseases which are identified in the operational risk assessment.

⁹ A discrete worksite for these purposes may include an area which is at least 50m from a contaminated area. This a minimum distance and may be extended after a site risk assessment/Safety 5 when factors such as wind speed and direction need to be considered.

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R1 Risk without controls

R2 Risk with controls

Procedural step(s)	Possible hazard(s)	R1	Safety control(s)	Person responsible	R2
Conduct or review the damage assessment	Exposure to airborne particles Exposure to lead paint or residue containing lead		<p>Determine appropriate additional PPE dependent on potential for airborne and other contaminants eg gumboots rather than work boots.</p> <p>Ascertain the asbestos status of the site from:</p> <ul style="list-style-type: none"> • building impact assessment database(s) • advice from local government authority (LGA) • signage erected by accredited inspectors <p>Has the site been remediated by removal of asbestos?</p> <ul style="list-style-type: none"> • advice from above authorities <p>Note that 'sealing'¹⁰ asbestos or ACM is an interim measure only and DRA personnel are not to undertake works on these sites.</p> <ul style="list-style-type: none"> • Question the owner/LGA re the age of the building: If the building was erected prior to 1990 and there is no evidence as per above, the task is not to be undertaken. • Conduct a search of the site to assist in confirming the lack of hazardous contaminants <p>Damage assessment teams may consider tasks elsewhere on the property provided there is no risk of airborne particles from the contaminated site.</p> <p>DA team members are to be familiar with this SWMS and adopt appropriate safety measures.</p> <p>Ascertain the age of the premises. Houses built before 1970 are to be assumed to contain lead-based paint.</p> <p>Intended works using powered tools, water blasting or dry sanding of painted surfaces or where there is significant risk of lead-contaminated dust, are not to be approved.</p>	IMT/Ops Chief/ Plans Chief/ Safety Officer/ DA team	

¹⁰ Sealing is the process of covering the surface of the material with a protective coating over the asbestos to prevent exposure to airborne asbestos.

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	Exposure to agricultural chemicals, organochlorines and heavy metals		<p>Noting that results from test kits may not be conclusive, use of test kits may be appropriate to confirm the presence of lead in paint.</p> <p>Old cattle and sheep stock dips, which are generally listed by agricultural departments and EPA contain strong poisons and heavy metal contamination. Works in the vicinity of confirmed or suspected sites are to be avoided. Further information is available through local or state government authorities.</p>		
Conduct search, sifting and debris removal operations	<p>Exposure to airborne particles, splashes</p> <p>Heat illness</p>		<p>Consider limiting access to the work site to avoid potential contamination of non-essential personnel.</p> <p>Standard hygiene practices Where isolation from contaminants is not reasonably practicable, and where skin contact is a main route of exposure, observe good hygiene practices:</p> <ul style="list-style-type: none"> • Personal protective equipment and clothing – as a minimum, overalls, boots and gloves should be worn to cover exposed skin. • Washing facilities – provide adequate washing facilities to remove contaminants from hands and any exposed skin. • Eating and personal habits – eating or smoking should be prohibited in contaminated areas to minimise transfer of contaminants from hand to mouth. <p>Personal protective equipment and clothing Work on contaminated sites usually requires using a range of personal protective equipment and clothing (PPE). PPE includes clothing eg overalls, gumboots, gloves, and eye protection, and may also include breathing protection, such as dust masks or respirators.</p> <p>Note: Chemical protective clothing can interfere with the natural regulation of body temperature. This can lead to a rise in core body temperature and heat stress. Implementing a conservative work/rest schedule may be effective in reducing heat stress.</p> <p>The maximum length of time the chemical protective clothing can be worn depends on variables such as the air supply, ambient conditions, climate inside the ensemble, physical and psychological conditions of the wearer, work rate and workload.</p> <p>For Tyvek® coveralls, the WBGT correction factor is 2°C with a hood and 1°C without a hood. See SWMS Operations during weather extremes</p>	STL/ safety officer/ team members	

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		<p>PPE should only be used where it is not reasonably practical to eliminate hazards or isolate people from them. The use of PPE can lead to other dangers ie heat stress, and working difficulties such as restricted vision, lack of mobility and communication problems. Consider these factors when selecting the appropriate equipment. Further risk assessments may be necessary to determine PPE impact on other tasks at the site.</p> <p>Selection of appropriate levels of PPE is based on the:</p> <ul style="list-style-type: none"> • type and amount of the contaminants on site • nature of the work • expected or potential exposure levels • route of entry of the contaminants into the body • actual performance of PPE <p>Workers should be trained and instructed in the correct use of specialised PPE (such as breathing protection). PPE must be regularly cleaned, maintained and inspected to ensure it remains effective. The site safety officer may need to consult the national Safety Manager for advice on the selection of specialised PPE, and training and supervision for staff using this equipment. Affected members and contractors must be involved in consultation. A program may be required to monitor the health of workers using PPE to ensure that the equipment is working effectively to prevent exposure.</p> <p>STL is to conduct a site risk assessment/Safety 5 with team members. Teams are to minimise the disturbance of materials and production of dust Teams may need to employ water to suppress dust Teams to make maximum use of prevailing wind to avoid dust. Team members are to wear PPE in accordance with the list above including disposable coveralls. Team members are to minimise the wearing of clothing under coveralls to minimise the chances of contamination. In the event of an accidental/suspected exposure to asbestos, this clothing should be set aside for specialist laundering.</p> <p>Laced boots should be avoided as they can be difficult to clean, and contaminants can gather in the laces and eyelets. Lace less boots such as gumboots are preferred where</p>	
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			<p>practicable and must always be used when sites are heavily contaminated or there are high dust levels. Safety footwear must be decontaminated before being removed from the work area.</p> <p>The use of protective gloves should be determined by a risk assessment. If significant amounts of contaminants may be present, disposable gloves as per the PPE list are to be worn. Protective gloves can be unsuitable if dexterity is required.</p> <p>Personal decontamination including hand and fingernail washing should be carried out each time workers leave the work area and at the completion of maintenance and service work. Any gloves used must be disposed of as waste. Note: It may be necessary to 'double glove' when more durable gloves are required eg handling debris. In this case nitrile gloves, if required, are to be worn under the work glove. In this case both sets of gloves are to be appropriately discarded whenever leaving the work area.</p> <p>RPE (masks etc) should always be worn under fitted hoods. Face pieces should be cleaned and disinfected.</p> <p>RPE should be used until all contaminated disposable coveralls and clothing have been vacuum cleaned and/or removed and bagged for disposal and personal washing has been completed.</p>		
<p>Conduct search, sifting and debris removal operations</p>	<p>Respirable Crystalline Silica (RCS)</p>		<p>What is silica? Silica is a mineral found in the earth's crust. The crystalline form of silica which is called quartz has been associated with a variety of diseases primarily affecting the lung.</p> <p>Crystalline silica is a common mineral found in:</p> <ul style="list-style-type: none"> • most rocks, sands, and clays • products such as concrete, mortar, brick, blocks, pavers, tiles, natural and composite stone benchtops • cement-based materials such as fibre-cement sheeting and autoclaved-aerated concrete. <p>Dust containing respirable crystalline silica (RCS) is generated by high-energy processes such as cutting, sawing, grinding, drilling, polishing, scabbling and crushing of silica-containing materials.</p>		

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		<p>RCS particles are so small they cannot be seen under ordinary lighting and stay airborne long after larger particles have settled to the ground – the small particle size means it is easily inhaled deep into the lungs.</p> <p>Certain work processes can also create RCS exposure risks, including housekeeping activities involving dry sweeping, compressed air or blowers on silica-containing dusts.</p> <p>DRA policy prohibits the cutting, sawing, grinding, drilling of silica containing materials.</p> <p>DRA will permit housekeeping activities where there is a significantly reduced risk subject to adhere to this SWMS.</p> <p>DRA will provide Induction, information, training about silica hazards and will supervise safety around silica hazards on the work site.</p> <p>Controlling the dust</p> <p>Where elimination or substitution of RCS materials or work processes is not practical, engineering controls such as dust extraction and/or water suppression must be used in addition to suitable respiratory protection.</p> <p>Positive pressure ventilation and maximum use of the prevailing wind.</p> <p>Water or fine mist suppression can also be used to control RCS dust but needs to be used correctly. This means enough water supplied at the right levels for the whole time that the work is being done.</p> <p>RCS work processes should be done outdoors away from other workers where possible. Indoors, separate the RCS work processes from other work activities where possible.</p> <p>PPE and RPE in accordance with the list above.</p>	
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			<p>Note: RPE does not prevent or control RCS from becoming airborne. It should not be used as the primary means of control, but rather in combination with higher order controls like dust extraction and/or water suppression.</p> <p>It is important to choose the right respirator for the job. The fit of a respirator to a worker's face is critical. Have workers fit tested to ensure the respirator is comfortable and capable of giving the right level of protection. It is unlikely that significant facial hair would be compatible in these circumstances. The amount of time the respirator is worn also needs to be considered.</p> <p>Selection of RPE should be undertaken in accordance with AS/NZS 1715:2009 Selection, Use and Maintenance of Respiratory Protective Devices.</p>		
Conduct search, sifting and debris removal and cleaning operations	Respirable dust including wood and other dusts		<p>Minimise the production of dust</p> <p>Ventilate work area</p> <p>Dust capture devices on hand tools</p> <p>Where possible, operate tools at lower power settings to minimise dust production.</p> <p>Use work processes that produce minimum dust (i.e. using a plane rather than a sander).</p> <p>Filters should be cleaned and maintained regularly</p> <p>Water suppression should be used whenever possible</p> <p>Ensure equipment and work areas are cleaned regularly with water.</p> <p>Use a minimum M(edium) class industrial HEPA (high-efficiency particulate air) filter vacuum (Do not use compressed air, domestic vacuum or dry sweeping techniques)</p> <p>Wet clean-up areas</p> <p>PPE and RPE in accordance with the list above.</p>		
Mould remediation	Mould ingestion		<p>Members with asthma, allergies, or other breathing conditions may be more sensitive to mould. People with weakened immune systems (such as people with HIV infection, cancer patients taking chemotherapy or people who have received an organ transplant) and with chronic lung diseases (such as Chronic Obstructive Pulmonary Disease (COPD) and emphysema) are more at risk of mould infection particularly in their lungs.</p>		

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		<p>Mould remediation involves assessing the mould issue, fixing the underlying cause of the mould growth, cleaning mould contamination and managing potentially contaminated dust. In severe cases, it may be necessary to consider using a professional service that specialises in mould remediation.</p> <p>Assess the mould issue Assess the mould issue by looking for evidence of water intrusion, excess moisture or mould growth. This may be hidden, such as behind furnishings or in building cavities. Activities such as drilling inspection holes in walls to look for water damage or mould growth may disturb mould and cause it to spread to other areas, if not properly managed.</p> <p>Be aware of other health and safety issues when investigating mould issues, including sewage contaminated flood water, hazardous chemicals, asbestos, confined spaces, lead, electrical hazards and pests (e.g. rodents).</p> <p>Fix the cause of the mould growth Identify and fix the underlying water or excess moisture problem that is causing the mould growth, or the problem will return.</p> <p>Cleaning mould contamination Restrict access to the affected area and where possible schedule the work for when the building is not being used. If there has been water intrusion, dry out the wet area as soon as possible. Fans, wet vacuums, dehumidification units, heaters or air-conditioners on dry mode can be used to speed up the drying process. Thoroughly clean contaminated hard surfaces and materials using water and detergent (soapy water), a bleach (250mm/4l) or a vinegar solution and dry completely. Clean all tools and equipment after use. Discard porous materials (e.g. ceiling tiles, plasterboard, insulation and carpets) that can't be readily cleaned, have been wet for more than 48 hours or have visible mould growth. Seek professional advice about restoring damaged items that are valuable or irreplaceable.</p> <p>On completion, do a final clean-up to remove any dust that may have settled within the affected area or nearby.</p> <p>Manage dust</p>	
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		<p>It is important to properly capture, contain or suppress potentially contaminated dust to prevent mould spreading to other areas. Control measures will depend on the extent of mould contamination and disturbance:</p> <p>Isolate the affected area: Shut doors and windows leading to other work areas. Seal supply and return air vents or shut down the HVAC system servicing the area. Use floor to ceiling plastic sheeting with sealed edges. Where a higher level of containment is needed, set up a negative pressure enclosure and incorporate a decontamination chamber.</p> <p>Prevent dust becoming airborne: Use cleaning methods that minimise dust (e.g. spray contaminated materials with a mist of water before disturbance, use a H class industrial vacuum. Dry sweeping, household vacuums and compressed air generate large amounts of dust and should be avoided. Use ventilation controls (e.g. fit power tools with H class dust extraction, use a HEPA-filtered air scrubber). Contain mould-contaminated materials and debris prior to removal for disposal or decontamination off site.</p> <p>Specific guidance is available to manage dust at healthcare facilities to protect vulnerable patients from mould exposure.</p> <p>Post remediation evaluation and verification A post remediation inspection and evaluation should be arranged through the local government authority</p> <p>Personal hygiene practices Workers who work with mould should wash their hands thoroughly with soap and running water:</p> <p>before eating, drinking and smoking after contact with mould after removing PPE. Workers must be provided with washing facilities. This should include clean running water, soap and paper towel or an air hand dryer. Field workers should be provided with portable hand washing facilities.</p>	
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		<p>Information, training, instruction and supervision</p> <p>DRA will provide workers with information about:</p> <ul style="list-style-type: none"> health risks from work with mould safe work procedures proper selection and use of PPE. <p>Communicate with building owners, managers, occupants and tenants about mould issues and remediation work.</p> <p>Personal protective equipment (PPE) in accordance with the list in this SWMS.</p> <p>Wear PPE to protect against exposure to mould and to prevent the spread of mould to other areas.</p> <p>For low-risk situations this should include:</p> <ul style="list-style-type: none"> a properly fitted particulate respirator (P2 or higher) disposable gloves. <p>For higher risk situations this should also include:</p> <ul style="list-style-type: none"> protective clothing safety eyewear shoe/boot covers. <p>Take care to avoid heat stress when wearing multiple items of PPE, especially when working in hot and humid conditions.</p>		
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<p>Flood response and recovery work</p>	<p>Infection risks from contact with:</p> <ul style="list-style-type: none"> • floodwater • soil • mud • sewage • animal, household or industrial waste • animal carcasses. <p>May include:</p> <ul style="list-style-type: none"> • Gastrointestinal illnesses ('gastro') • Skin infections • Mosquito-borne diseases • Leptospirosis • Melioidosis • Tetanus 	<p>The following information provides general guidance on ways to manage infection risks during flood response and recovery work. The actual control measures necessary in each situation will depend on factors such as the:</p> <ul style="list-style-type: none"> • nature of the work • work environment • level of contact with floodwater, soil and mud. <p>Avoid or minimise contact Where possible, avoid contact with floodwater, soil and mud as it may contain germs that can cause infection or debris that can cause injury and lead to infection.</p> <p>Where contact with floodwater, soil and mud is unavoidable, avoid direct contact where possible. For example, use machinery such as an excavator or backhoe to move debris.</p> <p>Workplace facilities Provide workers with adequate facilities so that they can maintain good hygiene at work.</p> <p>Facilities must:</p> <ul style="list-style-type: none"> • be clean, safe and accessible • include washing facilities, potable drinking water, eating facilities and toilets. <p>Personal hygiene Good personal hygiene practices can help prevent infection. It is important to regularly wash and dry your hands using clean running water, soap and paper towel or air dryer.</p> <p>Wash your hands:</p> <ul style="list-style-type: none"> • before preparing or consuming food and drink • before smoking • after contact with floodwater, soil, mud and other contaminated items • after removing personal protective equipment (PPE). • before and after first aid and wound care. <p>If clean running water and soap is not readily available, use a waterless hand sanitiser such as an alcohol-based hand rub that contains at least 60 per cent alcohol, and then wash your</p>		
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		<p>hands at the first opportunity. Hand sanitisers do not work properly on hands that are visibly dirty so you may need to use a hand wipe first.</p> <p>Check for cuts, abrasions and other non-intact skin before starting work. Cover these with a water-resistant dressing and replace the dressing if it becomes wet. Avoid contact with floodwater, soil and mud if you have an open wound that can't be covered.</p> <p>If your skin gets contaminated with floodwater, soil or mud, wash the area thoroughly with soap and clean running water. If you get splashed in the eyes or nose, rinse with clean water or saline from a first aid kit. If you get splashed in the mouth, rinse with clean water and spit out.</p> <p>Food and water can become contaminated if water sources such as the local water supply, rain water tanks or bore water holding tanks are affected, if power has been cut or if food has been in contact with floodwater or rodents. Do not consume food and drink that may be contaminated and have meal breaks in a clean area.</p> <p>After work, change out of your work clothes and have a shower. Launder work clothes after use.</p> <p>Clean-up Thoroughly clean and disinfect surfaces, equipment and other items that have been contaminated by floodwater, soil and mud or that have signs of rodent activity. Discard items that can't be readily cleaned and disinfected.</p> <p>Clean items by washing with warm water and detergent and then rinse with clean water. After cleaning, apply a hospital grade disinfectant, leave for at least five minutes and then rinse and dry thoroughly. Do not mix chlorine-based disinfectants with other cleaning products as this may create hazardous gases. Wash and disinfect cleaning equipment after use and allow to dry.</p> <p>Wash items such as linen and clothing in hot water and detergent or dry clean.</p> <p>If hosing off mud and dirt, take care to protect your clothing and face from splashes. Where possible, avoid using high pressure washers as this may generate infectious aerosols that can be breathed in.</p>	
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		<p>Keep windows and doors open and use fans to dry out indoor areas to minimise mould growth.</p> <p>Remove items such as food, rubbish and debris that encourage rodents. Take care when cleaning up dead rodents and their droppings. Avoid stirring up dust in areas with rodent activity by wetting surfaces before cleaning or use an H class rated industrial vacuum cleaner. Avoid dry sweeping and use of compressed air.</p> <p>Remove potential mosquito breeding sites. Drain stagnant water and remove or empty items that hold water such as tarpaulins, old tyres, palm fronds and pot plant bases.</p> <p>First aid and wound care Prompt first aid and wound care, including for minor cuts, is important to prevent infection. Provide first aid facilities for workers and make sure these are properly stocked for the number of people who may require first aid treatment.</p> <p>If a worker is injured, clean the wound thoroughly using clean water. If there is debris in the wound, remove it carefully using clean or sterile gauze. Apply an antiseptic and cover with a water-resistant dressing to keep the wound clean and dry.</p> <p>Seek medical advice as soon as possible if a wound:</p> <ul style="list-style-type: none"> • shows signs of becoming infected, including redness, swelling, pain, pus or if you develop a fever • is contaminated with floodwater, is a tetanus-prone wound or involves an animal bite as you may need medical treatment and a tetanus booster. <p>Worker health Some types of medical conditions can increase a worker's susceptibility to infection from contact with floodwater, soil, mud and mould. This includes medical conditions and treatments that lower a person's immunity and some chronic diseases including diabetes, chronic kidney or lung disease, excessive alcohol consumption, and cancers and treatments (such as steroids) which lower immunity.</p> <p>DRA will seek to screen staff and volunteers who declare such conditions.</p>	
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		<p>Seek medical advice if you have concerns about your health.</p> <p>Emergency response workers should have up-to-date vaccinations including tetanus vaccination.</p> <p>Where possible, workers who handle and dispose of animal carcasses such as livestock and native wildlife during natural disasters should have immunity to Q fever.</p> <p>If you become sick while doing flood response and recovery work, seek medical advice and tell the doctor about your work.</p> <p>Information, instruction and training Provide workers with information, instruction and training about infection risks from flood response and recovery work and how to protect against infection.</p> <p>Personal protective equipment (PPE) Wear sufficient PPE to protect against infection.</p> <p>Gloves should be worn if there is contact with floodwater, soil, mud, vegetation or contaminated items. Gloves may include disposable gloves, water resistant gloves, puncture resistant gloves or heavy-duty gloves. Wearing a water-resistant glove under a heavy-duty glove may protect against both floodwater and sharp objects. Wearing wet gloves or repeated use of impermeable gloves, especially in hot and humid conditions, may cause skin irritation. Make sure your hands are dry before putting gloves on. Cotton gloves worn under heavy duty or impermeable gloves may help prevent skin irritation.</p> <p>Safety eyewear should be worn if there is risk of splashes of flood water and mud. Safety eyewear may include safety glasses, safety goggles or face shields.</p> <p>Enclosed footwear should be worn if workers must enter floodwater or walk-through mud. Footwear may include sturdy leather or rubber boots but not thongs or sandals. Protective clothing should be worn to protect exposed skin and personal clothing from contamination or splashes. Clothing may include long trousers, a long-sleeved shirt, overalls or wet weather gear.</p>	
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Decontamination	Exposure to airborne particles, splashes		<p>Most decontamination must be conducted in the field and not at the FOB except when power is required. Eg when use of 240v vacuum.</p> <p>DRA will also adopt 'wet' decontamination procedures as follows:</p> <p>Wet decontamination, or wet wiping, involves the use of damp rags or wet wipes to wipe down contaminated areas. Rags should only be used once, although they may be refolded to expose a clean surface. The rags should be used flat and should not be wadded. If a bucket of water is used, the rags should not be re-wetted in the bucket as this will contaminate the water. If the water is contaminated, it must be treated as contaminated waste. Care should be taken to avoid any potential electrical hazards when using this procedure.</p> <p>Make maximum use of M(edium) class industrial HEPA (high-efficiency particulate air) filter vacuum</p>	STL/ safety officer/ team members	

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			<p>A foot bath is a suitable alternative for washing boots, but the water will need to be treated as contaminated waste. A bleach solution should be utilised when operating in environments where there is mould.</p> <p>Decontamination of tools All tools used during work are fully dismantled (where appropriate), cleaned under controlled conditions and decontaminated using either the wet or dry decontamination procedures described above before they are removed from the work area. The method chosen will depend on its practicality, the level of contamination and the presence of any electrical hazards. If tools cannot be decontaminated in the work area, or are to be re-used at another work area, they should be put into containers (e.g. double bagged) before being removed from the work area. The exteriors of these containers must also be decontaminated. The containers used for storing the tools must remain sealed until decontamination or the commencement of the next maintenance or service task where the equipment can be taken into the work area and re-used under full control conditions.</p> <p>Decontamination of vehicles Particular attention should be paid to cabin areas, the tray or tub, the underbody and the tyres, wheels and wheel well.</p> <p>PPE should be worn when opening the bag to clean or re-use the equipment or tools, and decontamination should only be performed in a controlled environment.</p> <p>Personal decontamination procedures Use the disrobing procedure here. Personal decontamination involves the removal of all visible dust/residue from PPE and RPE. You must ensure personal decontamination is undertaken each time a worker leaves the work area and at the completion of the maintenance or service work. Personal decontamination should be done within the work area to avoid the worker re-contaminating themselves or contaminating adjacent areas.</p> <p>Before work clothes and safety footwear worn during work in contaminated areas are removed from the work area whenever practicable, they must be decontaminated. and the safety footwear should also be wiped down with damp rags or wet wipes or a foot bath.</p>		
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			<p>Any PPE used while carrying out work in contaminated areas must not be taken home by a worker.</p> <p>Personal hygiene and careful washing are essential. Particular attention should be paid to the hands, fingernails, face and head. Follow the following checklist:</p> <ul style="list-style-type: none"> • Remove any visible dust/residue from protective clothing by wiping down with damp rags or wet wipes or footbath. • Warning: do not reuse or resoak damp rags or wet wipes. • Carefully remove disposable protective clothing and place into bags (RPE must still be worn). • Place rags and cloths into heavy duty polyethylene disposal bags (minimum 200 µm thickness). • Take disposable coveralls off and place into disposal bags (RPE must still be worn). • Use damp rags or wet wipes to wipe down safety footwear and place rags or wet wipes into a disposal bag. • Seal all disposal bags with adhesive (cloth or duct) tape and place each into a second disposal bag if necessary (double bagging). • Seal this second disposal bag and ensure it is labelled/marked as 'Contaminated Waste'. • Use damp rags or wet wipes to wipe external surfaces of the disposal bags to remove any dust before they are removed from the removal work area. • Remove non-disposable PPE and place it in a container labelled contaminated. • Remove RPE and double bag, seal with adhesive (cloth or duct) tape and ensure it is labelled/marked as 'Contaminated Waste'. • Ensure the outside of each bag is decontaminated by using a damp rag or wet wipes. • Place the damp rag or wet wipes into disposal bags. • Dispose of waste at the appropriate waste facility as soon as practicable. 		
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Safe Work Method Statement

Cleaning leaf litter from gutters of asbestos cement roofs	Exposure to asbestos/ACM		Due to the high risk of exposure, special procedures and training are required, DRA personnel are not to undertake this task.	STL/ safety officer/ team members	
	Accidental or suspected exposure to asbestos or other hazardous substance		<p>Asbestos or other hazardous exposure</p> <p>A fire damaged asbestos building does not generate significant levels of asbestos fibres in the air unless it is disturbed. Although it is generally low risk to walk around or nearby asbestos damaged buildings, risks can increase when the material is disturbed.</p> <p>If you think you may have been exposed to asbestos the following steps must be undertaken:</p> <ul style="list-style-type: none"> • Stop work immediately • Immediately report the incident to your supervisor or the NDFO. • Minimise disturbance of the material and area • Inform workers to prevent access until the hazard has been contained • Establish a suitable exclusion zone using to restrict access to the contaminated area • Conduct a Safety 5 to determine adequacy of additional controls or a decision to cease work and leave the site. <p>If an emergency situation:</p> <ul style="list-style-type: none"> • Contact 000 to report a significant hazardous materials incident (and expect attendance by a specialised HAZMAT response who will also provide decontamination assistance.) <p>The National Operations Team will consult a licensed asbestos assessor/ local government authority to provide immediate advice on making the area safe. Advice regarding decontamination and disposal of clothing (as asbestos waste) should also be obtained</p> <p>The Chief Operating Officer will notify the state/territory Regulator to report the incident.</p>	STL/ safety officer/ team members	

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Safe Work Method Statement

			<p>DRA will arrange health support and monitoring as soon as practical after the exposure.</p> <p>We also recommend that individuals who are potentially exposed, register their details on the National Asbestos Exposure Register.</p>		
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OTHER JOB REQUIREMENTS
List staff skills/competencies and licences required for safe job performance: <input type="checkbox"/>
List items of plant/equipment/tools required: <input type="checkbox"/>
Relevant codes of practice, legislation standards or critical risk controls that may be applicable: <ul style="list-style-type: none"> ● Relevant codes of practice, legislation standards or critical risk controls that may be applicable: as adopted by State and territory jurisdictions (less WA and Vic) ● Australian Government Department of Health - Asbestos: A guide for householders and the general public 2013 ● Safework Australia - Model Code of Practice: How to manage and control asbestos in the workplace ● Safework Australia - Working with silica and silica containing products: National guidance material 2019 ● Safework Victoria - Compliance Code: Managing Asbestos in Workplaces ● Safework Victoria - Industry standard: Contaminated construction sites ● NSW Health - Mould ● Worksafe Queensland - Managing Mould ● Queensland Health - Dealing with mould after a storm, flood or cyclone ● Queensland Health - Infection risks from flood recovery and response work ● Worksafe Queensland - Managing respirable crystalline silica ● Worksafe Queensland - Managing respirable crystalline silica dust exposure in the construction industry ● NSW Department of Primary Industries - Arsenic and DDT residues at cattle dip yards
Maintenance checks, site/workplace inspections required: ●
Additional approvals, certificates, WorkCover approvals/permits required e.g. confined spaces, working at heights, hot works etc: Nil
Has a risk assessment been completed for any work involving confined spaces, electrical work or diving work Yes No N/A <input checked="" type="checkbox"/>



Safe Work Method Statement

Approvals

This SWMS is approved by DRA national Director of Field Operations

Name	Signature	Date

Site SWMS Approval (Strike Team Leader/ Supervisor i.e. person responsible for ensuring compliance with SWMS)

I have read and understand this SWMS. I have completed a site risk assessment with the chainsaw operator(s) and team members and will ensure compliance with the SWMS.

Name:	Signature:	Date:
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Operator/team confirmation

I have read and understand this Safe Work Method Statement. I have no medical conditions that may affect my ability to operate the vehicle.

NAME	SIGNATURE	DATE

Safety Officer confirmation (or Operations Chief in lieu)

I confirm that the safety controls detailed above are in place or will be acted upon. I can confirm that proposed tasks are within the scope of operations and that plant operators (if applicable) are duly authorised by the National Training Manager.

NAME	SIGNATURE	DATE



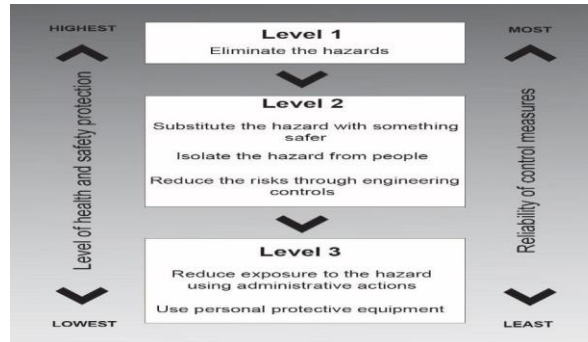
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WHS RISK MATRIX

	Minor	Moderate	Substantial	Major	Catastrophic
Almost Certain	Medium	High	High	Extreme	Extreme
Likely	Medium	Medium	High	Extreme	Extreme
Possible	Low	Medium	High	High	Extreme
Unlikely	Low	Low	Medium	High	High
Very Unlikely	Low	Low	Medium	Medium	High

HIERARCHY OF CONTROLS



Acknowledgements:
NSW Government – Department of Industry



Safe Work Method Statement

NSW Government – Department of Primary Industries
Health and Safety Handbook - Portner Press