

# Safe Work Method Statement

<b>Work Activity</b>	German Cockroach Treatment
<b>Personnel Involved:</b>	Pest Technicians
<b>Job Location:</b>	All locations
<b>Last Updated:</b>	1/9/20

<b>Company Name</b>	SWOT Pest Services
<b>Address</b>	15 Veronica Street, Cardiff, 2285
<b>ABN</b>	69 329 636 978

<b>SWMS Developed and Authorised by:</b>			
<b>Name</b>	Craig Jones	<b>Position</b>	Director
<b>Phone</b>	(02) 49543620	<b>Mobile</b>	0405 533 685
<b>Signature</b>	<i>C. Jones</i>		

<b>Plant, equipment and tools that <u>may</u> be used</b>	Torch Hand Sprayer Rega Gel applicators Hand Duster
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<b>Hazardous substances that <u>may</u> be used or handled (MSDS available for all listed)</b>	Seclira WSG Insecticide Advion Cockroach Gel Maxforce Gold
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<b>PPE Gear to be used</b>	Hard Hat	
	Safety boots	✓
	High vis clothing	
	Gloves	✓
	Hearing protection	
	Safety glasses	✓
	UV cream	
	Dust masks	
	30+ Sunscreen	✓
	Overalls	✓
	Respirator	✓
	Other:	
<b>Hazards to Consider</b>	Fall from ladder	✓
	Fall from heights	
	Fall from scaffold	
	Contact with electricity	



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	Falling objects	
	Collapse	
	Slips, trips and falls	✓
	Manual handling	✓
	Exposure to noise	
	Struck by moving plant	
	Inhalation of dust or fumes	✓
	Cuts	
	Other:	

The following risk assessment is based on the below scale:

		<b>How likely is it to be serious?</b>				
		NOTE: If a hazard is rated 1, 2 or 3, take action immediately.				
Risk Table	<b>What damage could it cause?</b>	Very likely (could happen anytime)	Likely (could happen sometimes)	Unlikely (could happen, but only rarely)	Very unlikely (could happen, but probably never will)	
		<b>Death or permanent disability</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>
		<b>Long term illness or serious injury</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
		<b>Medical attention and several days off work</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
		<b>First aid needed</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>



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Step	Activity	Hazard Identification	Initial Risk Rating (1-6)	Controls Implemented	Revised Risk Rating (1-6)	Person Responsible
1	Preparing to drive vehicle to site.	Unsafe vehicle, unsecured items on vehicle tray.	2	Ensure regular maintenance checks are carried out to the vehicle. Ensure all loose items are secure. Ensure all chemical is transported in accordance to manufacturers' guidelines.	6	Technician assigned job. Management of SWOT Pest Services
		Unlicensed driver.		Manager to ensure regular checks are carried out to ensure all licenses are current.		
2	Equipment Check e.g. PPE	Damaged or incorrect PPE, e.g. damaged hoses, pumps.	4	Regular checks to all equipment and supplies. Manager to sign a completed safety check list.	6	Technician assigned job. Management of SWOT Pest Services
		Limited supply of disposable gloves and soap/sanitiser		Manager and technician to ensure supply of gloves and sanitiser is present. Supply issues are to be communicated immediately.		
3	Parking of Vehicle	Vehicle obstructing traffic, pedestrians, emergency vehicle access.	2	Ensure vehicle is parked safely, do not obstruct traffic, pedestrians, emergency vehicles etc, and is secured	5	Technician assigned job.
		Vehicle not secured.	4		5	



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<b>4</b>	Safely Entering Site	Unauthorised personnel near work area.	3	Ensure a risk assessment is carried out.	5	Technician assigned job.
		Lack of Knowledge of the work site.	6	Ensure a site inspection is carried out to ensure SWOT's technician is aware of all site specific safety requirements.	6	
		The presence of traffic, pedestrians, animals.	3	Ensure it is safe to proceed onto site.	5	
		Unaware of current measures in place to protect from COVID-19	3	Management to ensure all current measures and expectations have been communicated to assigned technician.  Technician is to wash hands with soap and water for 20 seconds/sanitise, wear disposable gloves and wear respirator prior to entry and touching any surface.	5	
<b>5</b>	Site Risk Assessment	Unauthorised personnel in close proximity to work area. The potential to slip, trip and/or fall.	4	Ensure a site specific risk assessment is carried out to ensure all potential hazards are identified and the site is safe to commence task.	5	Technician assigned job.
		Animals on site, e.g. dog, cat, birds.	6	Have animals/pets removed from the area being treated.	6	



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		Incorrect PPE used.	4	Ensure all PPE used is correct for the task being performed.	5	
		Potential for social distancing of more than 2 metres to not be adhered to.	3	Technician to abort job if social distancing minimum distances not adhered to.	4	
6	Removal of Equipment from vehicle	The presence of unauthorized personnel.	4	Ensure a site specific risk assessment is carried out to ensure all potential hazards are identified and the site is safe to commence task.	5	Technician assigned job.
		The obstruction of traffic, pedestrians, emergency vehicles access.	4		6	
		Incorrect equipment used to perform task.	5	Ensure all PPE used is correct for the task being performed.	5	
		The potential to slip, trip and/or fall.	5	Ensure equipment is positioned safely and signs put up to notify of need for caution as necessary.	6	
7	Application of Pesticide	Non target species	2	Carry out a site inspection to determine if non target species are at risk. Ensure all relevant MSDS information is explained to property owner.	5	Technician assigned job
		Tampering	2	It is important that when rodent baiting is to be carried out it is essential to ensure the safety of the public staff, the environment and non-target species. Therefore where baiting is required in external	5	

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				<p>or vulnerable areas it is important to only use tamper resistant, secured lockable bait stations.</p> <p>Ensure all products used are stored securely throughout service.</p>		
		Spillage	2	<p>Ensure correct amounts are used. Do not over fill bait boxes.</p> <p>Do not leave open containers of products unsecured.</p>	5	
		Slips, trips and spills.	4	<p>Ensure work area is free of obstacles.</p>	5	
8	Completion of Service	Non removal of all service equipment and product	3	<p>All equipment is removed and returned to vehicle and correctly secured. All empty containers removed and disposed of in accordance to manufacturers' guidelines. All signage removed.</p> <p>Wash hands thoroughly for at least 20 seconds.</p>	5	Technician assigned job.
		Transfer of contaminants	3	<p>Relevant personnel informed of the completion of task and the correct procedures explained whilst pesticides are present.</p> <p>All paper work completed.</p>	5	Technician assigned job.



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				<p>Service records are to be signed by the client with their own pen.</p> <p>Clients are not to sign the report on the technician's app so as to avoid contact with phone screen.</p>		
		Contact with Cash and cheque payments	3	<p>Digital payments (credit cards and direct deposits) are encouraged at time of booking.</p> <p>Should cash/cheque be the only option contact should be limited through either disposable gloves, safe storage such as envelope or snap lock bag and hand washing procedures after.</p>	5	
		Risk of transferring contaminated surfaces to work vehicle	3	<p>Remove gloves and thoroughly wash hands/sanitise prior to touching face, phone, exterior of work vehicle and interior areas of work vehicle.</p>	5	

