



A.B.N. 43 009 438 073

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# OCCUPATIONAL HEALTH & SAFETY PROGRAMME

## SAFE WORK METHOD STATEMENT

AUSTRALIAN AIRCONDITIONING

SERVICES PTY. LTD.

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<b>Australian Airconditioning Services Pty Ltd.</b>			
<b>Activity: Cleaning/Serviceing Brazed Plate Heat Exchangers</b>			
<b>Procedure in Steps</b>	<b>Possible Hazards</b>	<b>Risk Score</b>	<b>Safety Controls</b>
<b>Break the job down into steps. Each step should accomplish some major task and be in a logical sequence.</b>	<b>Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident.</b>	<b>Risk Potential *Class 1, 2 or 3</b>	<b>Specify what action or procedure will be taken to eliminate or minimise the risk of injury or damage. Include what measures will be taken to ensure that the safety control is maintained.</b>
1. Complete AAS Form "Hazard Identification and Control (HIAC)"	Nil		Comply as per HIAC findings
2. Complete on site induction, if required	Nil		Obtain "Permit to Work", if required
3. Locate plant as shown on AAS Job sheet	Falls, Site Hazards	3	Obtain local guidance if unfamiliar with site
4. Ensure safe access and exit	Falls, Inability to Safely Depart	3	obtain local guidance if unfamiliar with site, carry a mobile phone
5. Ensure heat exchanger is isolated from all energy sources	Release of stored energy	2	"Lock and Tag" all sources of energy as per AAS SWI SW 023
6. Drain stored energy	Water ingress, slips	3	Release residual primary and secondary water through dedicated "Drain Plugs", use hose to floor waste
7. Carry out works in accordance with established trade practices	Strains, cuts	3	Use lifting gear and PPE as appropriate
8. Re-establish required energy sources	Nil		Reverse Lock Out / Tag Out Ref SWI SW 023
9. Return plant to active service	Nil		

\* Class 1: Death or Permanent Disability Class 2: Serious Injury/Lost Time Class 3: Minor Injury resulting in no lost time

Form	WMS 23.1	1/1
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