



ACTIVITY: Bite and sting treatment and prevention				SWMS No.: QSW10021	
SAFE WORK METHOD STATEMENTS (SWMS)					
Company Name: (SPP PTY LTD) T/A Ecoplant Australia & Seeddown Professional Planting		Address: 81-83 Campbell Street, Surry Hills. NSW 2010 16 Kings Place, Burnside. QLD 4560		ACN:638 321 847	
Company Contact: Claudia Harms		Position: Secretary		Phone No.: 0472 635 551	
Project Details					
Project Name:		Job Address:			
Principal Contractor (PC):	[Name, contact details]	Date SMWS provided to PC:			
Projected Start and End Dates:					
Job Description:					
High Risk Activity:	yes (if working with or around mobile plant)				
Name of person responsible for ensuring compliance with SWMS:	Supervisor	Date SWMS received:			
What measures are in place to ensure compliance with SWMS?	Pre job safety inspections, Induction training, Toolbox Talk/ JSAs				
Person responsible for reviewing SWMS control measures:	Supervisor/ Team Leader	Date SWMS received by reviewer:			
How will the SWMS control measures be reviewed?	Control measures reviewed during Toolbox Talk/ JSA completion prior to job commencement and each time a new hazard is identified.				
Training required:	WH&S General Induction for Construction (White Card)	Competencies Required:	SPP PTY LTD Employment Induction and WH&S Handbook		
Relevant workers must be consulted in the development, approval and communication of this SWMS:					
Name:	Signature:	Job Title:	Date:	SWMS Approved by Managing Director's	JOSHUA SANSOM PAUL HARMS
Claudia Harms		Secretary	25/11/2022	Date prepared: 12/08/2015	Reviewed: 25/11/2022
DOCUMENT NO: QSW10021	ACTIVITY: Bite and sting treatment and prevention	REVIEW NO: 6	DATE: 25/11/2022		








SWMS Scope

It is important to remember that when you are outside, you are working in close proximity to snakes, wasps, bees, ticks and mosquitoes. These species can be dangerous and it is essential that you are cautious at all times.

You must:
 Be Aware and Avoid (potential habitats, nests, hives etc)
 Be Prepared (know to treat bites/stings, have appropriate first aid kits, emergency response plans/communication)

Personal Protective Equipment (PPE)
 Ensure all PPE meets relevant Australian Standards. Inspect, and replace PPE as needed.

AS 1319-1994 Safety signs for the occupational environment reproduced with permission from SAI Global under licence 1210-c02. Standards may be purchased at <http://www.saiglobal.com>

Foot Protection	Hearing Protection	High Visibility	Head Protection	Eye Protection	Hand Protection	Protective Clothing	Sun Protection
							Broad brimmed hat, UV rated clothing, SPF 30+ sunscreen, tinted safety glasses with adequate UV protection)

Hazards - What can cause harm?	Risks - What can happen?	Control Measures to Reduce Risk
---------------------------------------	---------------------------------	--

Operators Requirements

Personal Injury <ul style="list-style-type: none"> - snake bite - insect bite/sting - allergic reaction 	<ul style="list-style-type: none"> - Illness and possible fatality caused by snake bite - Illness caused by insect bite or sting - localized pain, swelling, itchiness - fatality 	Training should include: <ul style="list-style-type: none"> - Safe work procedure - Formal first aid qualifications (Level II at least)
---	---	--

		RB: 3H	Person responsible to implement control measures:	RA: 2M
Job Step: Planning				
Hazards include: Legislation breach Personal Injury <ul style="list-style-type: none"> - snake bite - insect bite/sting - 	Risks include: <ul style="list-style-type: none"> - Illness caused by snake bite - allergic reaction - localized pain, swelling, itchiness - fatality 	Ensure adequate Bites/Stings First Aid kit is available Persons with known allergic responses should consult a doctor and ensure appropriate kit is available at all times. Ensure adequate communication equipment is available at all times Develop and rehearse emergency plan. Include: <ul style="list-style-type: none"> - emergency contact details - location of closest medical facility 		
		RB: 3H	Person responsible to implement control measures:	RA: 2M
Job Step: Snake Bite Prevention				
Hazards include: <ul style="list-style-type: none"> - Snake bites 	Risks include: <ul style="list-style-type: none"> - Illness - allergic reaction - fatality 	Be aware of surroundings (snakes can be found anywhere, especially under rocks, logs, planks, long grass etc and near water sources) <ul style="list-style-type: none"> - Check ground before exiting vehicle. - Visually inspect where you are working - Check the immediate surroundings before sitting/kneeling or squatting. - Ensure adequate lighting at all times - Do not walk into long grass wherever possible - Use a stick to move stones, logs etc if required. Do not use fingers/hands. 		

		<ul style="list-style-type: none"> - Make noise - Do not approach a snake (dead or alive) <p>If confronted with a snake:</p> <ul style="list-style-type: none"> - do not make sudden movements. Back away slowly or stay still - allow exit point for snake to escape - do not attack or attempt to harm snake <p>Treat every snake as if it is venomous.</p> <ul style="list-style-type: none"> - puncture marks - nausea, vomiting, headache - double/blurred vision - respiratory weakness - pain in chest or abdomen <p>First Aid Guidelines for snake bite in Australia</p> <ul style="list-style-type: none"> - Keep patient still and calm - Immediately apply a pressure immobilisation bandage (in an emergency, clothing strips could be used) over the bite site at the same pressure as for a sprain without blocking circulation. - Apply a bandage over the top of clothing to as much of the rest of the bitten limb as possible. - Apply a splint to keep the limb still. - Seek medical help immediately (for example, call 000). - Do not wash the wound. - Do not use a tourniquet. - Do not cut or suck the wound.
--	--	--

		<p>- Do not give alcohol or food to the patient.</p> <table border="1"><tr><td data-bbox="1012 300 1151 1375">RB: 3H</td><td data-bbox="1151 300 1921 1375">Person responsible to implement control measures:</td><td data-bbox="1921 300 2047 1375">RA: 2M</td></tr></table>	RB: 3H	Person responsible to implement control measures:	RA: 2M
RB: 3H	Person responsible to implement control measures:	RA: 2M			

Job Step: Prevention					
Hazards include: <ul style="list-style-type: none"> - Sting 	Risks include: <ul style="list-style-type: none"> - allergic reaction - localised pain/swelling 	Note: Wasps nest in logs, walls or underground. They are generally more aggressive than bees and attracted to food and drink. <ul style="list-style-type: none"> - Do not contact/disturb nests/hives. If nests/hives are located in work area – contact professional to remove before undertaking work. - Do not drink directly out of cans if left unattended - Avoid wearing perfumes and scents. - Avoid dark or brightly coloured clothing. - <i>Drive with windows up.</i> - Consider head-nets if required. <table border="1" data-bbox="1016 882 2042 927"> <tr> <td data-bbox="1016 882 1151 927">RB: 2M</td> <td data-bbox="1151 882 1924 927">Person responsible to implement control measures:</td> <td data-bbox="1924 882 2042 927">RA: 1L</td> </tr> </table>	RB: 2M	Person responsible to implement control measures:	RA: 1L
RB: 2M	Person responsible to implement control measures:	RA: 1L			
Job Step: Wasp/Bee Stings Treatment					
Hazards Include <ul style="list-style-type: none"> - Bee stings - Wasp stings 	Risks include: <ul style="list-style-type: none"> - localised pain/swelling 	<i>Bee Stings:</i> Remove sting as soon as possible in a scraping <ul style="list-style-type: none"> - motion with a needle or knife and avoid handling with your hands as this may squeeze more venom into skin. - Clean affected area with water - Apply appropriate topical treatment - Monitor for potential allergic reaction 			

		<p><i>Note: if you are stung on the hand and your face begins to swell or hives break out on your body, seek immediate medical attention.</i></p> <p>Wasp Stings:</p> <ul style="list-style-type: none"> - Clean affected area with water - Apply appropriate topical treatment <p>Monitor for potential allergic reaction.</p> <table border="1" data-bbox="1016 592 2047 639"> <tr> <td data-bbox="1016 592 1151 639">RB: 2M</td> <td data-bbox="1151 592 1924 639">Person responsible to implement control measures:</td> <td data-bbox="1924 592 2047 639">RA: 1L</td> </tr> </table>	RB: 2M	Person responsible to implement control measures:	RA: 1L
RB: 2M	Person responsible to implement control measures:	RA: 1L			
Job Step: Mosquito/Tick Bites Treatment					
<p>Hazards include:</p> <ul style="list-style-type: none"> - 	<p>Risks include:</p> <p>Personal injury</p> <ul style="list-style-type: none"> - allergic reactions - Lyme disease - Malaria - Yellow fever - Localised itchininess/swelling - 	<p><i>Inspect for ticks regularly.</i></p> <p>Wear insect repellent (containing maximum 30% DEET) and reapply regularly</p> <p>Note: Potential adverse reactions to repellent can be decreased by:</p> <ul style="list-style-type: none"> - Applying repellents sparingly - Avoid high concentrations of DEET - Do not inhale, ingest, or get into eyes - Never use on wounds or irritated skin - Wash repellent-treated skin after coming indoors <p>If tick attached:</p> <ul style="list-style-type: none"> - remove as soon as possible using tweezers. - grip tick firmly under the head end and push down to disengage the "teeth" - gently pull away. - treat bite area with antiseptic. <p>Use topical treatment for relief of itchininess from mosquito bites.</p>			

		Monitor for potential allergic reactions or latent flu-like symptoms and seek medical attention if required.
	RB: 2M	Person responsible to implement control measures:
		RA: 1L
Emergency Procedures / Emergency Response		
Develop and implement an emergency response plan for the site. Include:		Develop site-specific rescue procedures/SWMS.
<ul style="list-style-type: none"> - Assembly points - Communication - Consultation methods - Responsible persons - Emergency contacts - names and phone numbers - Firstaid equipment - Fire Extinguishers – accessible & serviced. 		Ensure all workers on-site are trained and familiar with emergency and evacuation procedures.
		Person/s responsible to implement and follow emergency procedures and control measures:
Review		
To ensure controls are implemented and monitored effectively:		Ensure all controls are reviewed as per the following:
<ul style="list-style-type: none"> • Toolbox /pre-work meetings will be undertaken • Relevant persons will be consulted on hazards and contents of SWMS, work plans and other applicable information • Control measures will be monitored throughout works: <ul style="list-style-type: none"> ○ Spot checks ○ Consultation ○ Scheduled audits • Corrective actions will be recorded and rectified in a timely manner SWMS will be reviewed and updated accordingly (in consultation with relevant persons) 		<ul style="list-style-type: none"> • If controls fail to reduce risk adequately • When changes to the workplace or work activity occur that create new / different risks where controls may no longer be effective • New hazards identified • After an incident involving work activities relevant to this SWMS • During consultation with relevant persons indicate review is needed • A Health and Safety Representative (HSR) requests a review in line with the requirements of the legislation.
		Person/s responsible to implement and follow monitoring and review procedures and control measures:

SAFE WORK METHOD STATEMENT - Part 2		
Formal Training, Licences required for workers undertaking this task:	Duties of workers undertaking this task:	Details of Supervisory Arrangements for workers undertaking this task:
<ul style="list-style-type: none"> - Construction Industry White Card - On-site training in safe work practices 	<ul style="list-style-type: none"> - Operator - Supervisor - Labourers 	<ul style="list-style-type: none"> - Suitably qualified supervisors for job - Direct on-site supervision - Remote site – communication systems/ schedule - Audits - Spot Checks, etc. - Reporting systems - JSA
Details of: regulatory permits/licenses Engineering Details/Certificates/WorkCover Approvals:	Relevant Legislation, Codes of Practice: Note: Retain only the legislation references applicable to your state of operation for this SWMS	
<ul style="list-style-type: none"> - Local council permits - Building Approvals - EPA approvals/permits - Certain plant to be registered with State Authority <p>PPE to comply with relevant Australian Standards</p> <p>Plant/Tools/Equipment: (List plant and equipment to be used on the job.)</p>	<ul style="list-style-type: none"> • Commonwealth, NSW, QLD, ACT <ul style="list-style-type: none"> ○ Work Health and Safety Act 2013 ○ Work Health and Safety Regulations 2013 • Northern Territory <ul style="list-style-type: none"> ○ Work Health and Safety (National Uniform Legislation) Act 2011 ○ Work Health and Safety (National Uniform Legislation) Regulations • SA, Tasmania <ul style="list-style-type: none"> ○ Work Health and Safety Act 2013 ○ Work Health and Safety Regulations 2013 • Codes of Practice: Safe Work Australia (2013): <ul style="list-style-type: none"> ○ <i>First Aid in the Workplace</i> ○ <i>Managing the Risk of Falls at Workplaces</i> ○ <i>Managing the Risk of Plant in the Workplace</i> ○ <i>Managing Noise and Preventing Hearing Loss in the Workplace</i> ○ <i>How to Manage Work Health and Safety Risks</i> ○ <i>Hazardous Manual Tasks</i> ○ <i>Managing Risks of Hazardous Chemicals</i> ○ <i>WHS Consultation, Cooperation & Coordination</i> 	
	<ul style="list-style-type: none"> • Victoria <ul style="list-style-type: none"> ○ Occupational Health & Safety Act 2004 ○ Occupational Health & Safety Regulations 2007 ○ Codes of Practice: • Western Australia <ul style="list-style-type: none"> ○ Occupational Safety & Health Act 1984 ○ Occupational Safety & Health Regulations 199 ○ Codes of Practice: • Australian Standards: <ul style="list-style-type: none"> ○ AS/NZS 129:2005 Occupational <i>noise management</i> ○ AS/NZS 4501:2008 (set) <i>Occupational Protective Clothing</i> ○ AS 4024.1:1999 <i>Safeguarding of machinery - General principles</i> ○ AS 4024.1: 200 <i>Safety of machinery</i> ○ AS 1319:1994 <i>Safety Signs for Occupational Environment</i> 	

Reference Documents

Model Work Health and Safety Act 2011 and Model Work Health and Safety Regulations 2017

QLD Government – Workplace Health and Safety – Rural Industry – Dangerous Snakes

Government of WA – Department of Agriculture – Garden Note – Bees and Wasps

WorkSafe Victoria – Compliance Code for First Aid

NSW Health – Management of Snakes and Spider Bites

St John Ambulance Australia

WA Code of Practice for First Aid, Amenities and PPE

SA Code of Practice for Occupational Health and First Aid

QLD Code of Practice for First Aid

ACT Code of Practice for First Aid in the Workplace

DOCUMENT NO: QSW10021

ACTIVITY: Bite and sting treatment and prevention

REVIEWNO: 6

DATE: 25/11/2022

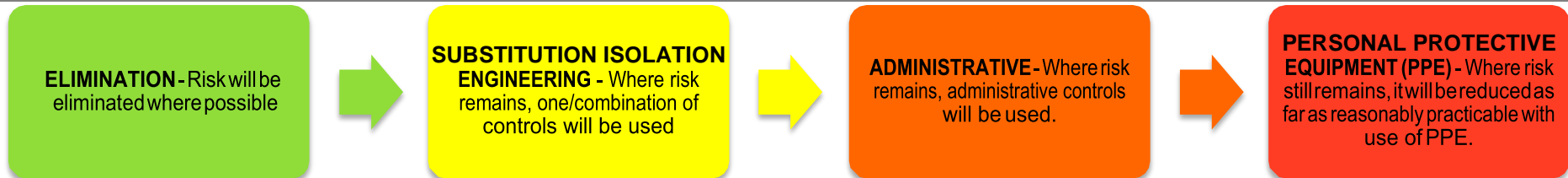
SAFE WORK METHOD STATEMENT - Part 3

This SWMS has been developed in consultation and cooperation with *employee/workers* and relevant *Employer/Persons Conducting Business or Undertaking (PCBU)*. I have read the above SWMS and I understand its contents. I confirm that I have the skills and training, including relevant certification to conduct the task as described. I agree to comply with safety requirements within this SWMS including risk control measures, safe work instructions and Personal Protective Equipment described.

Overall Risk Rating after Controls	1 Low	2 Moderate	3 High	4 Acute
Employee/Worker Name	Job Role / Position	Signature	Date	Time

Review No.	1	2	3	4	5	7	8
Name							
Initial							
Date							

HIERARCHY OF CONTROLS



RISK ASSESSMENT MATRIX

HB 43:2004 Risk Management Guidelines Tables .3–.8 reproduced with permission from SAI Global under licence 1210-c02. Standards may be purchased at <http://www.saiglobal.com>
References: Safe Work Australia (2011) - Code of Practice: How to Manage Work Health and Safety Risks, AS/NZS 31000 -2009 Risk Management Principles and Guidelines.

Step 1: Determine Likelihood		
What is the possibility that the effect will occur?		
	Criteria	Description
Almost certain	Expected in most circumstances.	Effect is a common result.
Likely	Will probably occur in most circumstances.	Effect is known to have occurred at this site or it has happened.
Possible	Might occur at some time.	Effect could occur at the site or I've heard of it happening.
Unlikely	Could occur at some time.	Effect is not likely to occur at the site or I have not heard of it happening.
Rare	May occur only in exceptional circumstances.	Effect is practically impossible.

Step 2: Determine Consequence	
What will be the expected effect?	
Level of Effect:	Example of each level:
Insignificant/Acceptable	No effect – or so minor that effect is acceptable.
Minor	First Aid treatment only; no lost time injury.
Moderate	Medical treatment; serious injuries, temporary partial disability; lost time injury < 7 days.
Major	Hospital admittance; extensive injuries; lost time injury > 7 days; Permanent Total Disability injury; death.
Catastrophic	Multiple Permanent Total Disability injuries; multiple deaths.

Step 3 Determine the risk score					
	Consequence				
Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost certain	3 High	3 High	4 Acute	4 Acute	4 Acute
Likely	2 Moderate	3 High	3 High	4 Acute	4 Acute
Possible	1 Low	2 Moderate	3 High	4 Acute	4 Acute
Unlikely	1 Low	1 Low	2 Moderate	3 High	4 Acute
Rare	1 Low	1 Low	2 Moderate	3 High	3 High

Step 4 Record risk score on worksheet (Note – Risk scores have no absolute value and should only be used for comparison and to engender discussion.)	
Score	Action
4 A: Acute	DO NOT PROCEED. Requires immediate attention. Introduce further high level controls to lower the risk level. Re-assess before proceeding.
3 H: High	Review before commencing work. Introduce new controls and/or maintain high level controls to lower the risk level. Monitor frequently to ensure control measures are working.
2 M: Moderate	Maintain control measures. Proceed with work. Monitor and review regularly, and if any equipment/people/materials/work processes or procedures change.
1 L: Low	Record and monitor. Proceed with work. Review regularly, and if any equipment/people/materials/work processes or procedures change.

DOCUMENT NO: QSW10021

ACTIVITY: Bite and sting treatment and prevention

REVIEW NO: 6

DATE: 25/11/2022