MARLIN
Plumbing

Marlin Plumbing
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Safe Work Method Statement

Work must be carried out in accordance with this SWMS. If work is not being carried out in accordance with this SWMS, it must stop immediately, or as soon as it is safe to do so, and must not start again until it can be carried out in accordance with this SWMS (reviewed and revised first if needed). Keep a copy for the whole job (OHS Regulations r329). From 31 March 2027, workers, health and safety reps and anyone doing work there must be able to get it easily, and it must be ready for WorkSafe to inspect. If it is revised, keep every version. Keeping it longer after any incident is recommended.

SWMS number / version	MP-7ZAU-2026-0001 / v1 · issued 31 Oct 2026
Prepared by	Sam Marlin
Job / PO reference	P-2210
Site	Example St sewer connection 12 Example St, Bayswater VIC 3153
Start date	31 Oct 2026
Work description	Lay a new sewer connection at an occupied single-storey brick house. Dig a trench about 1.8 m deep from the relief gully in the left side passage, across the back lawn to the connection at the rear boundary, using a mini excavator. Saw cut the driveway edge. Water and gas meters at the front, and underground services are not yet marked.
Principal contractor	None
Person responsible for implementing, monitoring and compliance	Sam Marlin · 0400 000 789 · jobs@marlin-plumbing.example
Person responsible for reviewing control measures	Sam Marlin
Jurisdiction	Victoria. Occupational Health and Safety Act 2004 and OHS Regulations 2017. Regulator: WorkSafe Victoria. Regulation version applied: Occupational Health and Safety Regulations 2017, authorised version 018, amendments as at 20 October 2026 (checked 23 Oct 2026).

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High risk construction work

[X] Work involving the removal or likely disturbance of asbestos

[X] Work involving a trench or shaft if the excavated depth is more than 1.5 m

Considered, not applicable:

- [ ] Work where there is a risk of a person falling more than 2 m
- [ ] Work on telecommunications towers
- [ ] Work involving demolition
- [ ] Work involving structural alterations that require temporary support to prevent collapse
- [ ] Work involving a confined space
- [ ] Work involving a tunnel
- [ ] Work involving the use of explosives
- [ ] Work on or near pressurised gas distribution mains or piping
- [ ] Work on or near chemical, fuel or refrigerant lines
- [ ] Work on or near energised electrical installations or services
- [ ] Work in an area that may have a contaminated or flammable atmosphere
- [ ] Work involving tilt-up or precast concrete
- [ ] Work on or adjacent to roadways or railways used by road or rail traffic
- [ ] Work at workplaces where there is any movement of powered mobile plant
- [ ] Work in an area with artificial extremes of temperature
- [ ] Work in, over or adjacent to water or other liquids where there is a risk of drowning
- [ ] Work involving diving

Work steps

1. Check for asbestos (pipe lagging, asbestos cement pipes, flues, covers) before cutting or drilling, and ask for the asbestos register
2. Locate underground services before digging
3. Excavate the trench, battering or shoring it where needed
4. Lay and join the pipes
5. Test the line

6. Backfill and restore the surface

Hazards, risks and controls

Activity	Hazards and risks	Control measures
Work that may disturb asbestos-containing material	- Breathing in asbestos fibres - Spreading contamination to other areas or people	- Eliminate: Change the work method so suspected asbestos isn't disturbed, where possible - Admin: Asbestos register checked, or suspect material sampled and tested, before work starts - Admin: Asbestos removed by a licensed removalist (Class A for any friable asbestos (and the asbestos-contaminated dust from it); Class A or B for more than 10 m2 of non-friable; in the ACT, a licensed removalist for any amount) - Engineer: Wet methods and hand tools preferred; power tools only if fitted with dust suppression or an H-class vacuum; never high-pressure water or compressed air - Isolate: Work area sealed off and signed; plastic sheeting under the work - Admin: Asbestos waste double-bagged, labelled and disposed of at a licensed facility - PPE: P2 respirator (minimum) and disposable coveralls, removed and bagged before leaving the area Note: Victoria: an asbestos control plan prepared under OHS Regulations r272 is taken to be the SWMS for asbestos work, and complying with it is compliance with the SWMS for airborne asbestos fibres (r327(3)). Responsible: Sam Marlin
Excavation to 1.8 m deep	- Trench wall collapse - Falling into the excavation - Striking underground services - Plant or spoil near the edge	- Admin: Underground services located (Before You Dig Australia) and marked before digging; potholed by hand near services - Engineer: Walls 1.5 m deep or more shored, benched or battered before anyone enters (or a geotechnical engineer's written advice followed) - Isolate: Excavation edge barricaded; covers over openings when unattended - Admin: Spoil, materials and plant kept back from the edge - Admin: Safe access and egress (ladder or ramp) within reach of workers in the trench - Admin: Excavation inspected before each shift and after rain or any change - Admin: Emergency procedure for rescue and first aid if someone is engulfed, set up before work starts Note: Victoria: where anyone could be engulfed by soil or other material, emergency procedures for rescue and first aid must be set up before work starts (r331). Victoria: tell WorkSafe in writing at least 3 days before digging a trench deeper than 1.5 m, a shaft deeper than 2 m, or a tunnel (r355). This doesn't apply if the trench or shaft is part of building work with a building permit in force. Responsible: Sam Marlin

Site plan and photos: see Appendices A and B.

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Other hazards and controls

Everyday hazards on this job that aren't high risk construction work.

Hazard	Hazards and risks	Control measures
Noise Guidance: Model Code of Practice: Managing noise and preventing hearing loss at work	- Noise from saws, grinders, jackhammers, nail guns, compressors and plant - Permanent hearing loss and tinnitus - Noise masking warnings and instructions	- Isolate: Compressors, generators and other noisy plant placed away from work areas or behind barriers - Engineer: Tools and plant maintained, with mufflers and dampers fitted and working - Admin: Time on noisy tasks limited and rotated, and others kept away from the noisy work - Admin: Hearing tests for workers who often have to wear hearing protection: within 3 months of starting, then at least every 2 years. This is required by law. - PPE: Hearing protection (earplugs or earmuffs) suited to the noise level, worn for the whole noisy task Note: The noise exposure limit is 85 dB(A) averaged over 8 hours, or a peak of 140 dB(C) (from 1 December 2026; called the exposure standard before then). As a guide, if you have to raise your voice to talk to someone 1 m away, the noise is probably above the limit.
Sun (UV) and heat Guidance: Safe Work Australia guides: Managing the risks of	- UV radiation: sunburn, skin cancer and eye damage - Heat illness: heat exhaustion and heat stroke - Dehydration and fatigue in	- Isolate: Shade provided over fixed work areas, and a shaded rest area - Admin: Daily forecast and UV index checked; heavy work planned for cooler parts of the day - Admin: Cool drinking water available at the work area; workers drink regularly - Admin: Regular rest breaks in the shade, more often in extreme heat; new

Hazard	Hazards and risks	Control measures
working in heat; Exposure to solar ultraviolet radiation	hot conditions	workers eased in gradually - Admin: Workers know the signs of heat illness and what to do, and check on each other - PPE: Sun protection: hat or hard-hat brim and neck flap, long-sleeved shirt, sunglasses or tinted safety glasses, and SPF 50+ sunscreen put on again every 2 hours, or more often if sweating
Power tools and electrical equipment Guidance: Model Code of Practice: Managing electrical risks in the workplace; AS/NZS 3012 (electrical installations on construction and demolition sites)	- Electric shock from damaged leads, tools or supply - Cuts, kickback and flying particles from saws, grinders and nail guns - Trips over leads	- Engineer: All plug-in tools and leads protected by an RCD (safety switch); a portable RCD used if the supply isn't protected - Engineer: Guards fitted and working on saws and grinders, with the correct blade or disc for the tool and material - Admin: Leads, tools and RCDs inspected, tested and tagged at the intervals required for construction sites, and checked visually before use; damaged items tagged out and removed - Admin: Leads kept off the ground or protected, away from water, sharp edges and walkways - Admin: Tools used only by workers trained in their safe use, following the manufacturer's instructions - PPE: Eye protection for cutting, grinding, drilling and nailing; a face shield for grinding
Crystalline silica dust (concrete, brick, tile, stone, fibre cement) Guidance: Victorian OHS Regulations 2017 (crystalline silica, r319L); WorkSafe Victoria: Changes to protect Victorians working with crystalline silica	- Breathing in crystalline silica dust when cutting, grinding, drilling, chasing or demolishing concrete, brick, tile, stone, render or fibre cement - Silicosis, lung cancer and kidney disease, which can develop years later	- Isolate: Silica work done away from others, with the area signposted and others kept out while dust is generated - Engineer: Water suppression (wet cutting) or on-tool dust extraction to an H-class vacuum used whenever silica material is cut, ground, drilled or chased - Admin: Clean-up by H-class vacuum or wet methods; no dry sweeping or compressed air - Admin: Workers who cut, grind or drill silica materials have done accredited crystalline silica training, and the records are kept. - PPE: P2 respirator (fit-tested) at minimum; higher protection (e.g. P3 or powered air respirator) where exposure could be high Note: Victoria: the OHS Regulations set their own crystalline silica duties, and engineered stone benchtops, panels and slabs are banned. A SWMS may be able to serve as the crystalline silica hazard control statement if it covers what r319L requires (r319L(3)): check this yourself. Engineered stone means a hardened man-made product with at least 1% crystalline silica. It does not include concrete and cement products, bricks and pavers, ceramic tiles, resin-free sintered stone or porcelain, roof tiles, grout, mortar and render, or plasterboard.
Sewage and infection risks Guidance: Safe Work Australia: Model Code of Practice: Managing the risks of biological hazards at work (2026)	- Infections from sewage, such as gastro, hepatitis A and B, leptospirosis and skin infections - Germs entering cuts, or the eyes, nose or mouth	- Engineer: Work done from outside the pit or drain, with tools that keep you away from the sewage where possible - Admin: Cuts and broken skin checked before work and covered with a clean, dry dressing - Admin: Hands washed with soap and clean water after the work and before eating, drinking or smoking; no touching your face with dirty gloves - Admin: Hepatitis A and B and tetanus vaccinations kept up to date (ask your doctor) - PPE: Waterproof gloves, long sleeves and pants or coveralls, waterproof non-slip boots, and eye protection or a face shield for splashes - PPE: P2 respirator (fit-tested) for sewage spray or dust, and in confined spaces

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Licences and tickets

Held by	Licence or ticket	State	Number and dates
Marlin Plumbing	Other trade licence - Plumbing and drainage	VIC	Licence number Example licence 000456 · expires 30 Sept 2027
Sam Marlin	Other trade licence - Plumbing and drainage	VIC	Licence number Example licence 000457 · expires 30 Sept 2027

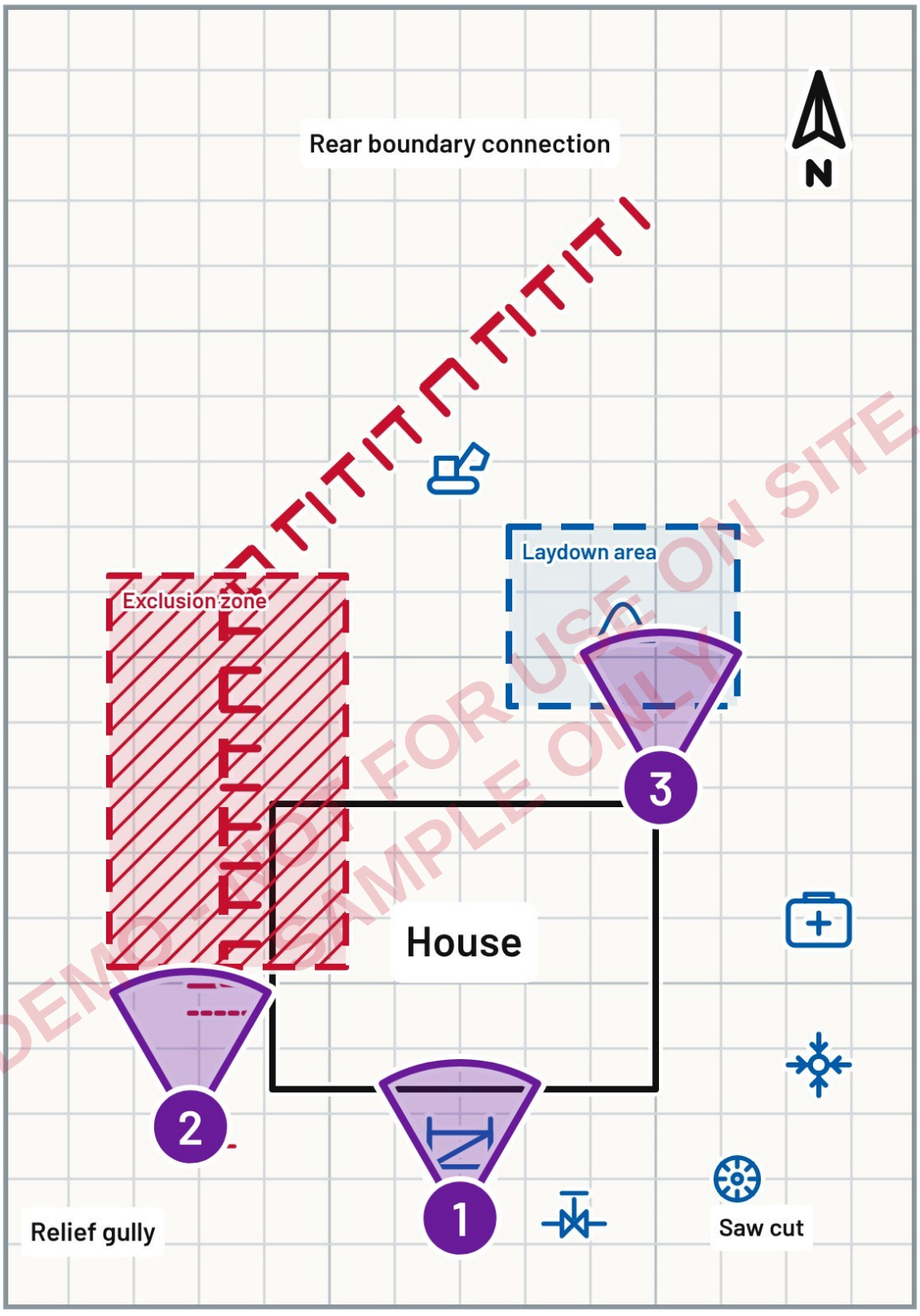
PPE, emergency and review

PPE required	Hard hat, Hi-vis clothing, Safety boots, Sun protection (hat, sunscreen), P2 respirator (fit-tested), Disposable coveralls (Type 5/6), Disposable gloves, Hearing protection, Long sleeves and long trousers, Safety glasses, Face shield, Safety gumboots

First aider	Sam Marlin
Nearest hospital	Maroondah Hospital, Davey Dr, Ringwood East
Emergency number	000
Measures to make sure this SWMS is followed	Sam briefs the crew, checks each shift that this SWMS is followed, and stops work if it is not.
Monitoring and review	Sam checks the controls each shift. The SWMS is re-signed if the work, site or crew change.
Consultation	Workers carrying out the work, and any health and safety representative, were consulted about the hazards and controls in this SWMS.
Review date	31 Oct 2026
Reviewer's signature	Sam Marlin · 31 Oct 2026, 11:06 am 

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Appendix A: Site plan



Not to scale.

Underground services marker · Excavation edge · Excavator / mobile plant · Laydown area · Spoil pile · Exclusion zone · Concrete saw · Water shut-off valve · Gas isolation valve · Site entry gate · Assembly point · First aid kit · North arrow · Photo location and direction

Plan notes: Front of the house faces south. Trench runs from the relief gully up the left passage, then across the back lawn to the rear boundary. Excavator and spoil on the lawn, exclusion zone around the trench. Saw cut at the driveway edge. Water meter in the verge and gas meter on the left wall. Assembly point at the front gate. Photo pins show where each photo was taken and which way the camera faced.

Appendix B: Site photos

Collection notes: Illustrative images, not a real site.

Photo 1 · Shown on the site plan



Overhead power lines Water shut-off valve Gas isolation valve

Front of the house. Water meter in the verge and gas meter on the left wall: mark both and keep the excavator clear. Overhead wires over the front left corner. The saw cut is at the driveway edge on the right.

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Photo 2 · Shown on the site plan



Underground services marker Exclusion zone

West side passage, looking from the front towards the back. It is narrow, with a tank against the wall and a path down the middle. The relief gully is at the wall near the front end, where the trench starts. Too tight for the excavator, so this part is dug by hand. Spoil is carried out to the back lawn.

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Photo 3 · Shown on the site plan



Excavation edge Excavator / mobile plant Spoil pile

Back yard. The trench runs down the worn strip of lawn to the rear boundary, clear of the clothes hoist and the gum tree roots. Spoil piled on the right, at least 1 m back from the edge. Trench shored or battered before anyone goes in.

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Worker sign-on

Name	Signature	Date and time
Sam Marlin		31 Oct 2026, 11:06 am
Dan Ellis		31 Oct 2026, 11:06 am
Mia Rossi		31 Oct 2026, 11:06 am

Sign this SWMS on your device

Scan the QR code, or go to gateready.vision-and-beyond.com.au/sign to sign this document with PDF Partner or any PDF signing app. To find out about Gate Ready, visit the same page.

Important

Prepared by Marlin Plumbing using Gate Ready. Marlin Plumbing is responsible for the content of this SWMS and for making sure the work follows it. The regulations used by this tool to help prepare this SWMS are listed at gateready.vision-and-beyond.com.au/rules.html They are subject to change.

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