KESTREL
Roofing

Kestrel Roofing
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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 this SWMS available until the high risk construction work is complete. If it is revised, keep every version. If a notifiable incident occurs, keep it for at least 2 years.

SWMS number / version	KR-S895-2026-0001 / v1 · issued 31 Oct 2026
Prepared by	Chris Nguyen
Job / PO reference	Q-3140
Site	Example St re-roof 12 Example St, Cleveland QLD 4163
Start date	31 Oct 2026
Work description	Remove the old corrugated metal roof sheeting on a 1980s single-storey brick house and install new Colorbond sheeting, flashings and gutters. Work at height on the roof, with the eave about 3 m above the ground. There is an overhead power service line to the front eave and a skylight on the roof.
Principal contractor	None
Person responsible for implementing, monitoring and compliance	Chris Nguyen · 0400 000 456 · jobs@kestrel-roofing.example
Person responsible for reviewing control measures	Chris Nguyen
Jurisdiction	Queensland. Work Health and Safety Act 2011 (Qld) and WHS Regulation 2011. Regulator: Workplace Health and Safety Queensland. Regulation version applied: Work Health and Safety Regulation 2011, current as at 29 March 2026 (checked 23 Oct 2026).

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High risk construction work

[X] Risk of a person falling more than 2 m

[X] Likely to involve disturbing asbestos

Considered, not applicable:

- [ ] Work on a telecommunication tower
- [ ] Demolition of a load-bearing element, or one related to the structure's physical integrity
- [ ] Structural alterations or repairs needing temporary support to prevent collapse
- [ ] Work in or near a confined space
- [ ] Work in or near a shaft or trench deeper than 1.5 m, or a tunnel
- [ ] 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, in or next to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians
- [ ] Work at a workplace where powered mobile plant is moving
- [ ] Work in an area with artificial extremes of temperature
- [ ] Work in or near water or other liquid with a risk of drowning
- [ ] Diving work

Work steps

1. Set up edge protection or scaffold around the roof edges
2. Set up safe access to the roof (scaffold stair or secured ladder)
3. Lift new sheets to the roof with a hoist or crane
4. Remove old sheeting and fixings, lowering waste to the skip
5. Install new sheeting, flashings and fixings
6. Clean up offcuts and swarf, then remove edge protection

Hazards, risks and controls

Activity	Hazards and risks	Control measures
Work at height up to 3 m	- Fall from an edge, opening, ladder or scaffold - Fall through brittle roofing, skylights or penetrations - Falling objects striking people below	- Isolate: Edge protection (guardrail, mid-rail and toe-board) installed on all open edges before work starts - Engineer: Skylights, penetrations and brittle roofing covered or meshed before access - Admin: Exclusion zone below the work area; tools and materials secured against falling - Admin: Stop work in high wind, rain, or when surfaces are wet or icy - PPE: Non-slip footwear; hard hats for anyone below the work area - Admin: Every roof treated as fragile until a competent person says it is not Note: Queensland (s306D): for housing construction where someone could fall 3 m or more, other construction work at 2 m or more, or any roof with a slope over 26°, fall prevention (e.g. edge protection, a fall protection cover or a travel restraint system) must be in place before work starts, or fall arrest (e.g. a fall arresting platform) if prevention is not practicable. Admin controls and PPE on their own are not permitted. Queensland (s306H): a catch platform must be at least 675 mm wide, no more than 1 m below the roof edge (300 mm if the roof is steeper than 26°), with edge protection. If the gap to the wall is over 225 mm, guard the inner edge too. Responsible: Chris Nguyen
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 Responsible: Chris Nguyen

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
Hazardous manual tasks (lifting, carrying, awkward postures) Guidance: Model Code of Practice: Hazardous manual tasks; sheet-metal lines: guidance from other state regulators	- Lifting, carrying, pushing or pulling heavy or awkward loads (e.g. sheets, bags, pavers, pipes) - Repetitive movements and sustained awkward postures (overhead work, kneeling, bending) - Musculoskeletal injuries: strains, sprains and back injuries	- Engineer: Mechanical aids used for heavy or awkward items: trolleys, sheet lifters, vacuum lifters or hoists - Engineer: Work set up at a comfortable height where possible (trestles, benches) to reduce bending and overhead work - Admin: Team lift for long, heavy or awkward items, with the route planned and cleared before carrying - Admin: Tasks rotated and breaks taken during repetitive work - Admin: Workers shown safe handling methods for the loads on this job - PPE: Gloves suited to the material being handled
Sun (UV) and heat Guidance: Safe Work Australia guides: Managing the risks of working in heat; Exposure to solar ultraviolet radiation	- UV radiation: sunburn, skin cancer and eye damage - Heat illness: heat exhaustion and heat stroke - Dehydration and fatigue in hot conditions	- 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 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
Overhead powerlines	- Electric shock or	- Engineer: Non-conductive (fibreglass) ladders used near live electrical work

Hazard	Hazards and risks	Control measures
and service lines Guidance: Safe Work Australia: safe work on roofs; electrical safety guidance	electrocution from contact with overhead powerlines and service lines - Metal ladders, sheets, gutters or tools touching live lines	- Admin: Powerlines and service lines located before work starts; safe distance kept and a spotter used where close - Admin: Network operator called if the work will be within the safe approach distance - Admin: Long metal items (sheets, gutters, antennas, poles) carried and lifted away from the lines
Severe weather (wind, storms, lightning) Guidance: WorkSafe Queensland: Secure construction sites ahead of storm season; Safe Work Australia: Managing the risk of falls in housing construction (code of practice); Model Code of Practice: Managing the risk of falls at workplaces; lightning advice from other state regulators	- Strong wind blowing sheets, tools or people off a roof or platform - Wet roofs and ladders that are slippery - Lightning strike, or a storm arriving faster than workers can get down - Extreme heat or sudden storms catching people in the open	- Eliminate: Roof work not started if storms or strong wind are forecast for the work hours - Admin: Forecast checked before work and again at smoko; the stop-work points for this job (for example wind, rain or lightning nearby) written down and told to the crew - Admin: Anyone on site can call a stop. Nobody is pushed to keep working in unsafe weather - Admin: Time to climb down and reach shelter worked out, and work stopped early enough to do it - Admin: Shelter in a solid building or a closed hard-top vehicle. Not in a shed or temporary structure, a building with an unearthed metal roof, or under a tree - Admin: Stay away from metal objects, fences and power lines in a storm. Do not lie flat on the ground - Admin: Tools and materials secured so wind cannot blow them off the roof or platform - Admin: Ladders not used in very wet or windy conditions - Admin: Work restarted only when the storm has passed and the roof is dry enough to walk on safely, as decided by a named person; everyone checked and accounted for first - Admin: Scaffold checked again after a severe storm before anyone uses it Note: This group does not set wind speeds or lightning distances. Decide the stop-work points for this job, then write them into the forecast control.

Licences and tickets

Held by	Licence or ticket	State	Number and dates
Kestrel Roofing	Other trade licence - Roof plumbing and roofing	QLD	Licence number Example licence 000123 · expires 30 Sept 2027
Chris Nguyen	Working at heights training		Statement of attainment number · refresh by 31 Mar 2027
Ben Walker	Working at heights training		Statement of attainment number · refresh by 31 May 2027

PPE, emergency and review

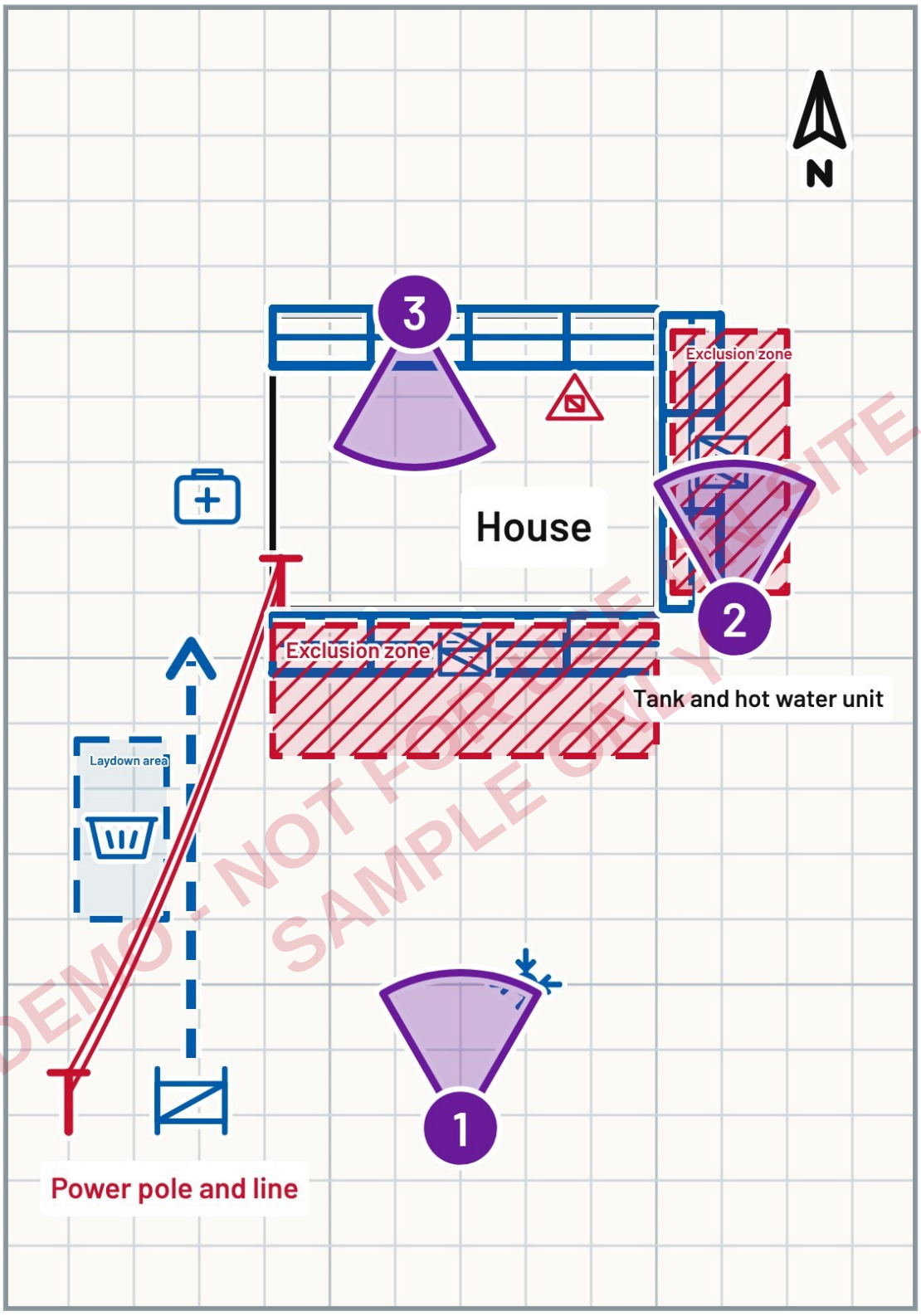
PPE required	Hard hat, Hi-vis clothing, Safety boots, Sun protection (hat, sunscreen), P2 respirator (fit-tested), Disposable coveralls (Type 5/6), Disposable gloves, General work gloves, Long sleeves and long trousers
First aider	Chris Nguyen
Nearest hospital	Redland Hospital, Weippin St, Cleveland
Emergency number	000
Measures to make sure this SWMS is followed	Chris briefs the crew, checks each shift that this SWMS is followed, and stops work if it is not.
Monitoring and review	Chris 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.

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Review date	31 Oct 2026
Reviewer's signature	Chris Nguyen · 31 Oct 2026, 11:06 am 

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Appendix A: Site plan



Not to scale.

Walkway / travel path · Laydown area · Skip bin / waste area · Overhead power lines · Edge protection / guardrail · Scaffold · Exclusion zone · Fragile roof / skylight · Site entry gate · Assembly point · First aid kit · North arrow · Photo location and direction

Plan notes: Front of the house faces south. Scaffold and edge protection along the front and east eaves, with exclusion zones below, and edge protection at the rear eave. The overhead power line runs from the pole at the front left to the front-left eave. Skip bin and laydown on the driveway at the left. The tank and hot water unit are on the east wall. Assembly point at the letterbox. 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 Skip bin / waste area

Front of the house. The power line runs from the pole at the left to the front-left eave: keep people, sheets and ladders well clear of it. The skip bin goes on the driveway on the left.

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Photo 2 · Shown on the site plan



Scaffold Exclusion zone

East side passage, about 2 m wide, looking from the front towards the back. The eave is about 3 m up. Keep the rainwater tank and hot water unit clear of falling sheets and screws. Exclusion zone on the ground under the work.

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Photo 3 · Shown on the site plan



Fragile roof / skylight Edge protection / guardrail Anchor point

Rear slope of the roof, seen from the rear eave looking up towards the ridge. Old corrugated sheeting with rusty fixings. Do not walk on the skylight. Fix edge protection at the gutter and clip on to the anchor point at the ridge. The sheets may be slippery when damp.

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Worker sign-on

Name	Signature	Date and time
Chris Nguyen		31 Oct 2026, 11:06 am
Ben Walker		31 Oct 2026, 11:06 am
Lily Tran		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 Kestrel Roofing using Gate Ready. Kestrel Roofing 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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