KESTREL
Tiling

Kestrel Tiling
8 Sample Cres, Capalaba QLD 4157
0400 000 321 · jobs@kestrel-tiling.example

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	KT-CD2S-2026-0001 / v1 · issued 31 Oct 2026
Prepared by	Jess Kestrel
Job / PO reference	T-3310
Site	Example St bathroom tiling 34 Example St, Capalaba QLD 4157
Start date	31 Oct 2026
Work description	Tile the floor and walls of the bathroom at an occupied single-storey brick house, after the waterproofing is finished. Cut the tiles with a wet saw in the carport on the west side of the house. The water tap on the side wall is used for washing out.
Principal contractor	None
Person responsible for implementing, monitoring and compliance	Jess Kestrel · 0400 000 321 · jobs@kestrel-tiling.example
Person responsible for reviewing control measures	Jess Kestrel
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

None of the high risk construction work categories apply.

Considered, not applicable:

- [ ] Risk of a person falling more than 2 m
- [ ] Work on a telecommunication tower
- [ ] Demolition of a load-bearing element, or one related to the structure's physical integrity
- [ ] Likely to involve disturbing asbestos
- [ ] 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. Check the waterproofing is complete
2. Set up the wet saw outdoors or in a ventilated area
3. Lay the tiles with adhesive
4. Grout and clean the tiles

Hazards, risks and controls

No high risk construction work was identified for this job, so a SWMS may not be required. This document records the planned work anyway. Risks below the high risk thresholds (for example a fall of less than 2 m) must still be managed under your general work health and safety duties.

Site plan and photos: see Appendices A and B.

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
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 exposure standard is 85 dB(A) averaged over 8 hours, or a peak of 140 dB(C). As a guide, if you have to raise your voice to talk to someone 1 m away, the noise is probably above the standard.
Hazardous chemicals Guidance: Model Code of Practice: Managing risks of hazardous chemicals in the workplace	- Skin and eye contact with adhesives, primers, solvents, sealants, paints, acids or wet cement (burns, dermatitis) - Breathing in vapours or fumes - Fire from flammable liquids and aerosols	- Isolate: Chemicals kept in labelled containers, stored away from heat and ignition sources in a ventilated area - Engineer: Good ventilation where chemicals are used; mechanical ventilation in enclosed areas - Admin: Current safety data sheet (SDS) easy for workers to get for each hazardous chemical, and its precautions followed - Admin: Only the quantity needed kept on the job; spill kit and clean water for washing available - PPE: Gloves, eye protection and other PPE as specified on the SDS Note: Wet cement, concrete, mortar and grout are strongly alkaline and can cause chemical burns: wash skin promptly and don't kneel in wet concrete without protection. Safety data sheets need to be easy to get, but they do not have to be attached to the SWMS. A household-type product used in household-type amounts is exempt from the data sheet rule in some places, but the label's safe-use information is still needed.
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
Slips, trips and housekeeping Guidance: Model Codes of Practice: Construction work; Managing the work environment and facilities	- Slips on wet, muddy or dusty surfaces - Trips over materials, offcuts, leads and hoses - Falls on the same level	- Engineer: Work areas and access ways adequately lit - Admin: Access ways kept clear, with materials stored out of walkways - Admin: Offcuts and waste cleaned up as work progresses, with bins or a skip on site - Admin: Leads and hoses routed away from walkways, or covered - Admin: Spills and mud cleaned up promptly - PPE: Enclosed safety footwear with slip-resistant soles
Crystalline silica dust (concrete, brick, tile, stone, fibre cement)	- Breathing in crystalline silica dust when cutting, grinding, drilling, chasing or demolishing concrete, brick,	- 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

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Hazard	Hazards and risks	Control measures
Guidance: Workplace Health and Safety Queensland: Managing respirable crystalline silica dust exposure in construction and manufacturing of construction elements code of practice 2022	tile, stone, render or fibre cement - Silicosis, lung cancer and kidney disease, which can develop years later	- 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: Queensland: processing crystalline silica material must be controlled (sections 529B, 529C). High risk processing needs a written silica risk control plan before it starts (section 529CB). A SWMS can sometimes be used as that plan, but only if it covers what the plan must cover: check this yourself. Engineered stone benchtops, panels and slabs can't be made, supplied, processed or installed, apart from limited exceptions (sections 529D to 529F). High risk processing also needs air monitoring (any result over the exposure limit goes to the regulator within 14 days), health monitoring for every worker doing it, and training records kept for 5 years after a worker leaves. 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.

Licences and tickets

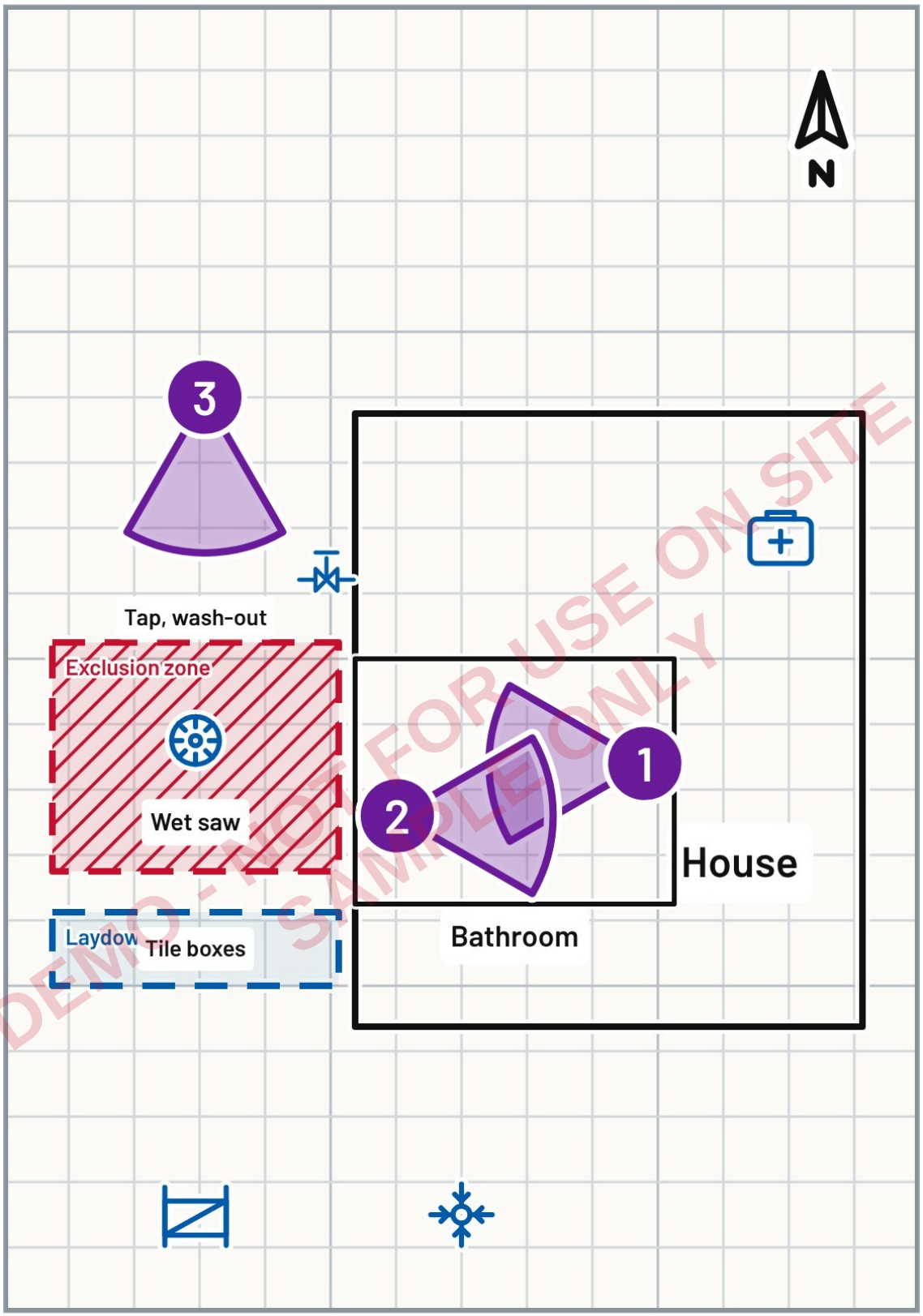
Held by	Licence or ticket	State	Number and dates
Kestrel Tiling	Other trade licence - Tiling	QLD	Licence number Example licence 000789 · expires 30 Sept 2027
Jess Kestrel	Other trade licence - Tiling	QLD	Licence number Example licence 000790 · expires 30 Sept 2027

PPE, emergency and review

PPE required	Hard hat, Hi-vis clothing, Safety boots, General work gloves, Hearing protection, Chemical-resistant gloves (per safety data sheet), Safety glasses, Face shield, P2 respirator (fit-tested)
First aider	Jess Kestrel
Nearest hospital	Redland Hospital, Weippin St, Cleveland
Emergency number	000
Measures to make sure this SWMS is followed	Jess briefs the crew, checks each shift that this SWMS is followed, and stops work if it is not.
Monitoring and review	Jess 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	Jess Kestrel · 31 Oct 2026, 11:06 am 

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Appendix A: Site plan



Not to scale.

Exclusion zone · Concrete saw · Laydown area · Water shut-off valve · Site entry gate · Assembly point · First aid kit · North arrow · Photo location and direction

Plan notes: Front of the house faces south. Bathroom on the west side, next to the carport. The wet saw is in the carport inside an exclusion zone, with tile boxes at the street end. Tap on the side wall for washing out. Assembly point near 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



Work zone

Bathroom from the doorway, looking west. The floor, hob and lower walls are waterproofed. Vanity on the left, toilet on the right, window and shower at the far end. Check the membrane is finished and has cured before any tile goes down.

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Photo 2 · Shown on the site plan



--→ Walkway / travel path

Same bathroom from the shower end, looking east back to the door. Toilet on the left, vanity on the right. Keep the path to the door clear of cords, hoses and tile boxes. Power cords off the floor and on an RCD.

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Photo 3 · Shown on the site plan



Exclusion zone Concrete saw

Carport on the west side of the house, looking south along the side wall towards the street. The wet saw goes on the slab, with an exclusion zone around it. Slurry is washed out at the tap and kept off the street drain. Fence on the right.

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Worker sign-on

Name	Signature	Date and time
Jess Kestrel		31 Oct 2026, 11:06 am
Tom Hale		31 Oct 2026, 11:06 am
Ava Nguyen		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 Tiling using Gate Ready. Kestrel Tiling 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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