

SAMPLE SAFE WORK METHOD STATEMENT (SWMS)

JOB TASK: working beehives	DEPT/SUB-PROGRAM: Intensive Livestock Industries Development		
LOCATION: B.A.R.A.S. and University of Western Sydney and private properties	ASSESSORS: Mel Apis		
PROCEDURE (In discrete steps)	POSSIBLE HAZARDS	R	SAFETY CONTROLS (for each identified hazard)
1. Opening hives	Public and employees getting stung by bees	L	Ensure no public in vicinity and anybody working bees has appropriate PPE and a smoker.
	Working outside – sunburn and dehydration or heat stress	L	Wear hat, sunscreen and have drinking water available
2. Using the smoker	Fire	L	Observe all fire restrictions. Light smoker in a cleared area. Ensure it is standing when in use and try and keep it off the ground. Put out after use in a cleared area and use water to ensure it's fully out.
3. Examining frames in hives	Back fatigue from bending over	L	Use a small stool while inspecting hives or kneel down beside the hive. Stretch back regularly.
4. Lifting supers and brood boxes	Back fatigue or injury	S	Bend knees when lifting. Do not twist when lifting or carrying boxes.
PERSONAL PROTECTIVE EQUIPMENT: Hat, sunscreen, bee veil, boots, gloves, long sleeved shirt and long trousers.			
ASSESSMENT NO:	TOTAL RISK RATING:	CONTROLLED RISK RATING:	ENTERED ON REGISTER:

SAMPLE SWMS (Continued)

Specific Requirements to Perform the Task					
Personal Qualifications, Experience 1. Experience in handling bees	Training Required to Complete the Task				
Engineering Details, Certificates, WorkCover Approvals	Relevant Codes of Practice, Legislation, Standards 1. Work Health and Safety Act 2011 2. Code of Practice: Hazardous Manual Tasks				
Plant/Equipment Smoker Hive tool Stool Water bottle Hives	Risk				
	Likelihood	Consequence			
		Death Catastrophic Illness/Injury	Major Extensive Injuries	Moderate Medical treatment required	Minor No injuries
	Almost certain – occurred before, expected to occur	H	H	S	S
	Likely – probably will occur	H	S	S	S
Maintenance Checks, Site and Workplace Inspections Before opening hives ensure no public is in the vicinity that the bees may pose a risk to them. Ensure site is safe for working bees. Clear away any debris that may be a fire risk or cause tripping.	Moderate – may occur at some time	H	S	L	L
	Unlikely – unusual or rare situation	S	L	L	L
	High Risk (H) Immediately cease exposure until protection approved at senior management level implemented.				
	Significant Risk (S) Procedures alone may not be enough, senior management attention required.				
	Low Risk (L) May be managed by routine procedures, some risks in this category may be acceptable.				