



UNIVERSITY  
OF WOLLONGONG  
AUSTRALIA

**SAFE@WORK**

## CONTRACTOR SAFE WORK METHOD STATEMENT

Contractor: \_\_\_\_\_ Location: \_\_\_\_\_

Activity: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Principal contractor representative: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Legislation, codes or standards that apply to the work: \_\_\_\_\_

Training or qualifications required to do the work: \_\_\_\_\_

| Key steps | Equipment or plant required | Possible hazards | • Risk Score | Safety controls including personal protective equipment (PPE) | Licences, qualifications or work permits |
|-----------|-----------------------------|------------------|--------------|---|--|
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\* Risk score to be determined from the Risk Matrix in [Risk Management Guidelines](#)

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