



## Form 19.2

### Safe Work Method Statement Form

<b>Safe Work Method Statement</b>		<b>Signed by club OHS Coordinator for use:</b>  _____
<b>Task:</b>		
<b>Team:</b>		<b>Date:</b> _____
<b>Training/Game/Ground:</b>		
<b>PERSONAL PROTECTION TO BE WORN:</b>	<b>YES / NO</b>	
<b>Procedure (in steps):</b>	<b>Possible Hazards:</b>	<b>Safety Controls:</b>
<i>Break the task down into steps. Each of the steps should accomplish some major tasks and be logical</i>	<i>Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident.</i>	<i>Using the first two columns as a guide, decide what actions are necessary to eliminate or minimise the hazards that could lead to an accident, injury.</i>

## Safe Work Method Statement Form cont'd

Procedure (in steps):	Possible Hazards:	Safety Controls:
<i>Break the task down into steps. Each of the steps should accomplish some major tasks and be logical</i>	<i>Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident.</i>	<i>Using the first two columns as a guide, decide what actions are necessary to eliminate or minimise the hazards that could lead to an accident, injury.</i>

## Safe Work Method Statement Form cont'd

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<b>Names of Team Officials:</b>	<b>Duties and Responsibilities of Coach</b>	<b>Training Required to Complete Work under this contract:</b>
		<b>Have this safe work method statement explained to all team personnel</b>

Note: A copy of this work method statement will be placed on file and signed by each trainer/manager/player for understanding. In addition, the Coach may request a copy of the work method statement after everyone has signed.

## Safe Work Method Statement Form cont'd

Task \_\_\_\_\_

Trained by: \_\_\_\_\_

[illegible]