

SAFE WORK METHOD STATEMENT (SWMS)

Task: Use of 230mm Angle Grinder for Cutting Bricks, Pavers & Small Rocks

Prepared by: Due North Gardens

Date: 22nd May 2025

Review Date: 22nd May 2025

1. Scope of Work

Use of a 230mm (9-inch) angle grinder to cut bricks, pavers, and small rocks in a landscaping setting.

2. Personal Protective Equipment (PPE)

- Safety glasses or face shield (AS/NZS 1337.1)
- Hearing protection (ear muffs or plugs)
- Dust mask or respirator (P2 minimum)
- Cut-resistant gloves
- Steel-capped boots
- Long-sleeved shirt and long pants
- High visibility clothing (if required on site)

3. Tools and Equipment

- 230mm Angle Grinder (corded or battery)
- Diamond or masonry cutting disc (appropriate for material)
- Extension lead (heavy duty, tested and tagged)

3. Risk Assessment and Control Measures

Hazard	Risk	Control Measures
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Contact with spinning disc	Lacerations, amputation	Use guards; wear gloves and PPE; maintain a firm grip and stance
Disc shattering	Eye injury, cuts	Use correct disc type; inspect for cracks; never use damaged discs
Flying debris/dust	Eye/respiratory damage	Use PPE; use dust suppression or extraction; cut in open, well-ventilated areas
Noise	Hearing loss	Use hearing protection
Vibration	Hand-arm vibration syndrome	Limit exposure time; use anti-vibration gloves if available
Manual handling	Strains, sprains	Use proper lifting technique; get help for large materials
Fire/explosion	Sparks igniting flammables	Keep area clear of flammables; do not use near fuels or gases

5. Procedure

1. Pre-Start Checks

- Inspect grinder for damage or defects.
- Ensure disc is suitable for the material and properly secured.
- Check power supply.
- Confirm PPE is worn by all workers.

2. Set-Up

- Clear area of tripping hazards and flammables.
- Position material securely on stable surface.
- Ensure good lighting and ventilation.

3. Operation

- Start grinder with a firm grip; allow it to reach full speed.
- Hold both handles and maintain control at all times.

- Do not force the tool—let the disc do the cutting.
- Keep bystanders clear of work area.

4. After Use

- Turn off and unplug the grinder.
- Allow disc to stop completely before setting it down.
- Inspect tool and disc for wear/damage.
- Clean up area and dispose of waste properly.

6. Emergency Procedures

****First Aid:**** First aid kit on site. Seek immediate medical attention for serious injuries.

****Fire:**** Fire extinguisher nearby. In case of fire, evacuate and contact emergency services.

****Incident Reporting:**** All incidents must be reported to the supervisor immediately.

7. Training and Supervision

Only trained and competent personnel are to operate angle grinders.

All workers must have read and understood this SWMS.

Supervisor to monitor compliance and safe work practices.

8. Sign-Off

Name	Position	Signature	Date
Andrew Cottam	Manager	AC	22 nd May 2025