

## Safe Work Instruction Template

Doc Reference:	DoMN-WHSMS Form 3.4e
Version Number:	3.3

<b>PART A- Task/Activity:</b>		<b>Current Issue Date:</b>	
<b>Tool/Equipment Required to complete the task:</b>			
<b>Potential Hazards:</b>			
<b>Personal Protective Equipment (PPE) Required</b> <i>(Comments in the box below for the required PPE):</i>			
 Hand Protection	 Face Masks	 Eye Protection	 Full face shield
 Suitable Footwear	 Hearing Protection	 Protective Clothing	

**PART B -Safe Work Instructions:**

### Introduction

### WARNINGS

### Preparation

**Eg Ensure you have the correct equipment for the job.**



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### PART B -Safe Work Instructions (continued):

**Prepare the work area for the task-**

**Use the correct safe work procedures for the process**

**Ensure the work area is clear and safe**

**Further considerations**

Diocese of Maitland-Newcastle	Safe Work Instruction Template	
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