



NORTHSIDE TILING PTY LTD

COMPLIANCE PACK

Workplace Health & Safety 2026 Edition

SAMPLE

14 May 2026

ISSUED

NSW

JURISDICTION

M. Tarrant — Director

OWNER

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SECTION 05

Safe Work Method Statement — Working at Heights

High-risk construction work as defined in WHS Regulation 2017 (NSW), Reg 291. This SWMS applies to all tiling activities performed on scaffolding, ladders, or elevated work platforms exceeding 2 metres.

STEP	HAZARD	CONTROL
01	Falls from edge	Edge protection rail · 1m min
02	Falling tools	Tool tethers · exclusion zone
03	Slip on tiles	Non-slip footwear · housekeeping
04	Manual handling	Two-person lift · trolley
05	Dust inhalation	P2 RPE · wet-cut tiles
06	Adverse weather	Stop-work threshold · 40 km/h wind

PERSON CONDUCTING BUSINESS

SITE SUPERVISOR

WORKER

SECTION 08

Privacy Management Plan

8.1 Purpose. Northside Tiling Pty Ltd (the entity) collects, holds, and uses personal information in compliance with the Privacy Act 1988 (Cth) and the thirteen Australian Privacy Principles (APPs).

8.2 Scope. This plan applies to all employees, contractors, and third-party service providers acting on behalf of the entity.

8.3 Collection. Personal information is collected only by lawful and fair means, directly from the individual concerned where reasonably practicable.

8.4 Notification (APP 5). At or before the time of collection, the entity will take reasonable steps to notify individuals of the matters specified in APP 5.2, including the identity of the entity, purposes, and the consequences of not providing information.

8.5 Use & disclosure (APP 6). Personal information will be used and disclosed only for the primary purpose of collection or for a directly related secondary purpose that the individual would reasonably expect.

8.6 Security (APP 11). The entity will take reasonable steps to protect personal information from misuse, interference, loss, unauthorised access, modification, or disclosure.

REVIEWED QUARTERLY

OWNER — PRIVACY OFFICER

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