



Capability Statement





Identify Client Needs

We have a high focus on clearly identifying our client's needs. It is our belief that if we are able to understand our clients, we will be able to deliver a product or service that everyone is happy with.



Effective Planning

Our philosophy is to combine effective planning with high levels of communication with our clients. This assist us in being able to build strong and trustworthy relationships into the future.



Execution & Delivery

We go above and beyond so that we can execute our plans to benefit our clients. In doing this we are able to deliver on our commitments

Project Management

Comprehensive management for all types of renovations, construction and repair projects.

Building Services

Providing seamless and reliable building maintenance services working across commercial, regional, education and government sectors.

Cleaning Services

Completely customized commercial cleaning solutions tailored to any type of facility in Perth.

Commercial Landscaping

Whether commercial, schools, government, strata or property management landscaping needs, we are excited to create a beautiful green environment.

Painting Services

With over 20 year's experience in delivering high - quality painting projects of all types

Call Out & Make Safe

Emergency & Make-safe Repair services for any type of damage resulting from storms, fire, impact or personal damage.



Sectors & Industries



Churches

Maintaining the visual aspects of Churches, through regular cleaning and maintenance is essential. PMG offers comprehensive programs to ensure that these places of worship are functional for the entire congregation



Schools

We provide an extensive range of services including painting, grounds, carpentry, repair work, brick repairs, concrete work and more to improve the safety and appearance of school grounds



Retirement & Aged Care

Retirement Villages & Aged Care Facilities of high importance to PMG. We have a wealth of experience in maintaining these villages for residents in accordance with the unique conditions clearly outlined by each organisation



Commercial

Whether there is an immediate fix or a planned Maintenance schedule, PMG is committed to maintenance of your commercial building. Helping to ensure its longevity



Government

We aim to provide long lasting value by keeping government buildings operating at peak performance.



Regional

As a Regional Service Alliance contract we have extensive experience in navigating the South West of WA.

SWMS Example

SAFE WORK METHOD STATEMENT (SWMS) PART 1		
ACTIVITY: Use of hand tools on construction sites		SWMS #:
BUSINESS NAME:		BUSINESS #:
BUSINESS ADDRESS:		
BUSINESS CONTACT:		PHONE #:
SWMS APPROVED BY: EMPLOYER / PCBU / DIRECTOR / OWNER.		
NAME:		
SIGNATURE:		DATE:
PERSON/S RESPONSIBLE FOR ENSURING COMPLIANCE WITH SWMS:		
PERSON/S RESPONSIBLE FOR REVIEWING THE SWMS:		
RELEVANT WORKERS CONSULTED IN THE DEVELOPMENT, APPROVAL AND COMMUNICATION OF THIS SWMS.		ALL PERSONS INVOLVED IN THE TASK MUST HAVE THIS SWMS COMMUNICATED TO THEM BEFORE WORK COMMENCES.
NAME	SIGNATURE	DATE
Daily Tool Box Talks will be undertaken to identify, control and communicate additional site hazards. Work must cease immediately if incident or near miss occurs. SWMS must be amended in consultation with relevant persons. Amendments must be approved by _____ and communicated to all affected workers before work resumes. SWMS must be made available for inspection or review as required by WHS legislation. Record of SWMS must be kept as required by WHS legislation (until job is complete or for 2 years if involved in a notifiable incident).		
PRINCIPAL CONTRACTOR DETAILS <i>(The builder or the organisation you are working for.)</i>		
PRINCIPAL CONTRACTOR (PC):		PROJECT NAME:
PROJECT ADDRESS:		DATE SWMS PROVIDED TO PC:
PROJECT MANAGER (PM):		PM SIGNATURE:
PROJECT ADDRESS:		CONTACT PH. #:
SWMS SCOPE: This SWMS covers use of common non-powered hand tools, such as hammers, chisels, screwdrivers, pliers, wrenches, rakes, shovels, spades and cutting tools such as saws, knives, axes etc.		

JOB STEP	POTENTIAL HAZARD/S	IR	CONTROL MEASURES TO REDUCE RISK	RR	RESPONSIBLE PERSON
INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)					
1. Planning & preparation	Lack of consultation with potential outcomes for personal injury, property damage &/or environmental incident.	3H	<ul style="list-style-type: none"> Liaise with Principal Contractor to establish the following on-site systems and procedures are in place and take note of: <ul style="list-style-type: none"> Health and Safety rules Induction for all workers – site specific and toolbox meetings Supervisory arrangements Communication arrangements All relevant workers are appraised for required competencies & for any pre-existing medical conditions if working in remote or isolated locations. PPE required Site plans – showing no go zones for pedestrians Traffic Management Plan Exclusion Zones Risk Assessments SWMS and JSA's Injury reporting procedures Hazard reporting procedures. 	2M	
2. Training and Capabilities	Lack of training or the assessment of capability may lead to personal injury, property damage &/or environmental incident.	3H	<ul style="list-style-type: none"> Ensure all persons entering site have a General Construction Induction Card (white card) Ensure all relevant workers have undertaken training and/or received instruction in the use of control measures. Include: <ul style="list-style-type: none"> Reporting procedures for incidents Correct use of equipment including selecting, fitting, use, care of and maintenance Correct use of all tools used Identification of hazardous materials e.g. asbestos Use of supervision where required (e.g. new starters or new equipment) Ensure supervisors, foremen etc. are suitably experienced in the type work to be conducted All workers are trained in this SWMS. ⚠ If working on EWPs or scaffolding, for this task, ensure there are separate, dedicated EWP/Scaffolding SWMS and that all workers/employees have relevant training and licensing. 	2M	
3. Assess onsite conditions	Lack of a clear assessment may lead to personal injury, property damage &/or environmental incident.	3H	<ul style="list-style-type: none"> Ensure site-specific induction is undertaken (include location of amenities, first aid facilities, emergency plans and evacuation points, communication, contact persons etc.) Assess mobile phone reception (alternative emergency communications procedures in place if no reception available) Work site is exactly as detailed in Terms of Agreement or contract Suitable weather conditions Suitable access for all equipment required Suitable space for operation of equipment Suitable lighting, including night-works 	2M	

THIS WORK ACTIVITY INVOLVES THE FOLLOWING "HIGH RISK CONSTRUCTION WORK"											
<input type="checkbox"/> Confined Spaces	<input checked="" type="checkbox"/> Mobile Plant	<input type="checkbox"/> Demolition	<input type="checkbox"/> Asbestos								
<input type="checkbox"/> Using explosives	<input type="checkbox"/> Diving work	<input type="checkbox"/> Artificial extremes of temperature	<input type="checkbox"/> Tilt up or pre-cast concrete								
<input type="checkbox"/> Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services											
<input type="checkbox"/> Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse											
<input type="checkbox"/> Involves a risk of a person falling more than 2m, including work on telecommunications towers											
<input type="checkbox"/> Working at depths greater than 1.5 Metres, including tunnels or mines		<input type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere									
<input type="checkbox"/> Work carried out adjacent to a road, railway or shipping lane, traffic corridor		<input type="checkbox"/> In or near water or other liquid that involves risk of drowning									
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	HIERARCHY OF CONTROLS			
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED.				
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED.				
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before commencing work.				
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Maintain control measures.				
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Record and monitor.				
PERSONAL PROTECTIVE EQUIPMENT (PPE): ENSURE ALL PPE MEETS RELEVANT AUSTRALIAN STANDARDS. INSPECT, AND REPLACE PPE AS NEEDED.											
FOOT PROTECTION	HEARING PROTECTION	HIGH VISIBILITY	HEAD PROTECTION	EYE PROTECTION	FACE PROTECTION	HAND PROTECTION	PROTECTIVE CLOTHING	BREATHING PROTECTION	SUN PROTECTION	FALL ARREST	RINGS, WATCHES, JEWELLERY THAT MAY BECOME ENTANGLED IN MACHINES MUST NOT BE WORN. LONG AND LOOSE HAIR MUST BE TIED BACK.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

AS 1319-1994 SAFETY SIGNS FOR THE OCCUPATIONAL ENVIRONMENT REPRODUCED WITH PERMISSION FROM SAI GLOBAL UNDER LICENCE 1210-C062. STANDARDS MAY BE PURCHASED AT [HTTP://WWW.SAIGLOBAL.COM](http://www.sai-global.com)

JOB STEP	POTENTIAL HAZARD/S	IR	CONTROL MEASURES TO REDUCE RISK	RR	RESPONSIBLE PERSON
INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)					
			<ul style="list-style-type: none"> Take note of mobile plant movement Conduct site inspection to identify potential hazards such as: <ul style="list-style-type: none"> Work at heights (above 2m) Lighting Ventilation Dust Temperature etc. Exposed electrical switchboards/power points Duration of manual handling tasks (such as working with arms above shoulder height). 		
4. Work area set up	Injury to other workers and public	3H	<ul style="list-style-type: none"> Maintain exclusion zone as required. E.g.: <ul style="list-style-type: none"> Provide shields to protect near-by persons when chiseling Ensure no persons or obstacles in the swing zone e.g. axe, shovel, spade etc. 	2M	
	Muscular stress / musculoskeletal disorder (MSD)	3H	<ul style="list-style-type: none"> Consider use of power tools for repetitive or high force tasks wherever possible. Work station is set-up ergonomically where possible (avoid awkward postures, keep work between knee and shoulder height) Ensure materials /equipment is as close to work area as possible. 	2M	
	Work adjacent to road & public safety	4A	<ul style="list-style-type: none"> Park working vehicle in driveway or allocated parking to avoid travelling across roads when delivery working equipment If setting up roadside – comply with local laws and permits Erect any barriers & signage necessary to keep others safe and aware. 	2M	
	Property damage	3H	<ul style="list-style-type: none"> Ensure equipment is not placed in areas where they may be run over, damaged or exposed to water (unless rated for wet environments). 	2M	
	Hazardous chemicals / substances	3H	<ul style="list-style-type: none"> Ensure current Material/Safety Data Sheets (M/SDS) are obtained, for any protectants used for maintenance of the hand tools, and accessible on site. 	2M	
5. Use of hand tools as directed by the manufacturer for its intended purpose.	Cuts and lacerations	3H	<ul style="list-style-type: none"> Ensure work piece secured. Example: Do not hold work piece in one hand whilst working on it with a screwdriver etc. Use gloves when handling blades or sharp items Maintain visual contact with work piece / tools Direct cuts away from body Ensure grip and footing is secure Ensure tools are not carried in pockets or clothing (use sheaths, tool belts, etc.) Tool handles: <ul style="list-style-type: none"> Non-slip, good grip No sharp edges Guards or stoppers Clean, grease-free grips/handles 	2M	



Contact the team at Project M Group for a seamless, integrated service, delivered with care and quality.