

Activity: Store Systems IT Equipment Maintenance **Contractor:** Fujitsu Australia Ltd

Person completing this statement: Fujitsu Australia Ltd **Tel:** 1800 808 986

Date: 01 Dec 2025 – 01 Dec 2026 **Contract number:** na

| Key steps | Equipment or plant required | Possible hazards | Safety controls including personal protective equipment (PPE) | Licences, qualifications or work permits |
|--|-----------------------------|--|---|--|
| 1. Prepare work area | N/A | Slips trips and falls | Ensure appropriate footwear is worn Ensure all access ways are clear of obstructions | |
| 2. Test equipment | Multimeters Cable ties | Cuts, bruises or muscle damage | Ensure all fly leads are correctly restrained and cable tied | |
| 3. Manual handling | N/A | Muscle fatigue or stress on joints | Ensure correct manual handling techniques are used | |
| 4. Equipment repair | N/A | Electrocution | Ensure equipment is turned off at the GPO before removal. | |
| 5. Site hazards, working near other trades | N/A | Other on-site hazards by other contractors | Notify store staff of detected hazards Consult Work Methods Statement submitted by other on-site tradesmen | |
| 6. Clean up work area | N/A | Body strains, trips and falls | Dispose of all packaging and rubbish in appropriate bins as directed by store team members | |