WHS DOCUMENTS & TEMPLATES

DOC-CDS-SWI · Concrete and Demolition Saw Safe Work Instruction Template

# Product Overview

For: Businesses whose workers cut concrete, masonry, stone or asphalt with handheld concrete and demolition saws: owners, supervisors, WHS advisers and workplace assessors

Version 1.0 · 9 November 2026

SAMPLE

**An editable concrete saw safe work instruction: what the worker does, step by step, the hazards and controls, and the points where the work stops.**

The safe work instruction sets out the purpose and scope, who may do the work, the equipment, the hazards and their controls (most effective first), PPE, the steps with clear stop points, the stop-work points, emergencies, consultation and approval, and a signed acknowledgement.

It is the same safe work instruction as in the Concrete and Demolition Saw Safety & Competency Pack (DOC-CDS-PACK), word for word. The Concrete and Demolition Saw VOC Assessment Template (DOC-CDS-VOC) and the Concrete and Demolition Saw Field Verification Checklist (DOC-CDS-FV) are also sold on their own. The Concrete and Demolition Saw Safety & Competency Pack (DOC-CDS-PACK) contains them all: the safe work instruction, the concrete saw pre-use checklist, the VOC and the field verification, with a setup guide.

No high risk work licence is needed for using a concrete or demolition saw under the WHS Regulations or, in Victoria, the OHS Regulations. The business must still make sure each worker is trained, competent and supervised for the work. Cutting concrete, masonry and stone creates respirable crystalline silica, and WHS and OHS laws set specific duties for that work. Construction work also needs general construction induction training (the white card). A VOC is the business's own check that a worker can do the work safely at its site: it is not a licence and it is not a nationally recognised qualification.

These documents support your business to manage risk and meet its WHS or OHS duties. They do not do that on their own. They are general templates: adapt them to your equipment, your site and your people, consult your workers, and check that the controls they describe are in place and working.

## What is included

| Item | File |
|---|---|
| Concrete and demolition saw safe work instruction: water suppression and extraction, silica, kickback, exclusion zone and fuel; stop-work points | 02_SAFE_WORK_INSTRUCTION/Concrete Saw Safe Work Instruction.docx and .pdf |
| Setup note: what to adapt before use, and every placeholder | 01_START_HERE/Setup Note.pdf |
| Start here: Read Me First, Product Overview, Permitted Use Terms, Version Information | 01_START_HERE/ (four PDFs) |


© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · Concrete and Demolition Saw Safe Work Instruction Template · Buy the full editable version:
training.oranaskillscentre.com/documents/concrete-and-demolition-saw-safe-work-instruction-template

YOUR LOGO
Right-click > Change Picture

[Company name]

WHS DOCUMENTS & TEMPLATES · DOC-CDS-SWI

# Concrete Saw Safe Work Instruction

How to work safely with [Make and model] at [Site name]

| | | | |
|---|---|---|---|
| **Document number** | | **Version** | |
| **Site** | | **Work area** | |
| **Approved by** | | **Review date** | |

## 1 Purpose and scope

This instruction sets out how to use **[Make and model]** safely at **[Site name]**: silica dust controls, blades and guards, kickback, the exclusion zone, fuel and fumes, and the points where the operator must stop.

It applies to every operator at the site, including contractors and hire users. It does not replace the manufacturer's operating instructions. Where they differ, follow the manufacturer and tell your supervisor, so this instruction can be corrected.

## 2 Who may do the work

- Has a current VOC for this work, and any licence or training the work needs
- Has been authorised by **[Supervisor name]** to do the work at this site
- Is fit for work, and has read this instruction and signed the acknowledgement at the end

**Licence**

No high risk work licence is needed for using a concrete or demolition saw under the WHS Regulations or, in Victoria, the OHS Regulations. The business must still make sure each worker is trained, competent and supervised for the work. Cutting concrete, masonry and stone creates respirable crystalline silica, and WHS and OHS laws set specific duties for that work. Construction work also needs general construction induction training (the white card). A VOC is the business's own check that a worker can do the work safely at its site: it is not a licence and it is not a nationally recognised qualification.

## 3 The equipment

*Fill in one copy for each item of equipment, or list each one this instruction covers.*

| | |
|---|---|
| **Make and model: [Make and model]** | |
| **Equipment ID: [Equipment ID]** | |
| **Attachments or accessories used** | |
| **Manufacturer's operating instructions kept at: [Operator's manual location]** | |


© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · Concrete and Demolition Saw Safe Work Instruction Template · Buy the full editable version:
training.oranaskillscentre.com/documents/concrete-and-demolition-saw-safe-work-instruction-template

WHS DOCUMENTS & TEMPLATES · DOC-CDS-SWI

# Concrete and Demolition Saw Safe Work Instruction Template

**END OF THE FREE SAMPLE**

This sample shows a few pages, so you can judge the layout and the quality. An editable concrete saw safe work instruction: what the worker does, step by step, the hazards and controls, and the points where the work stops.

## What the full product contains

- **Concrete and demolition saw safe work instruction: water suppression and extraction, silica, kickback, exclusion zone and fuel; stop-work points**
  02_SAFE_WORK_INSTRUCTION/Concrete Saw Safe Work Instruction.docx and .pdf
- **Setup note: what to adapt before use, and every placeholder**
  01_START_HERE/Setup Note.pdf
- **Start here: Read Me First, Product Overview, Permitted Use Terms, Version Information**
  01_START_HERE/ (four PDFs)

## Formats

- Word (.docx), editable, with your logo and business name in the header
- PDF copy of the Word document, for printing blank
- Delivered as a single ZIP download

**Get the full editable documents**

https://training.oranaskillscentre.com/documents/concrete-and-demolition-saw-safe-work-instruction-template

Instant download after purchase. · Orana Skills Centre · 1800 231 173 · bookings@oranaskillscentre.com

© 2026 Orana Skills Centre. All rights reserved. · v1.0