WHS DOCUMENTS & TEMPLATES

DOC-CHS-SWI · Chainsaw Safe Work Instruction Template

Product Overview

For: Businesses whose workers use chainsaws for cross-cutting, limbing and basic felling: owners, supervisors, WHS advisers and workplace assessors

Version 1.0 · 9 November 2026

SAMPLE

An editable chainsaw 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 Chainsaw Safety & Competency Pack (DOC-CHS-PACK), word for word. The Chainsaw VOC Assessment Template (DOC-CHS-VOC) and the Chainsaw Field Verification Checklist (DOC-CHS-FV) are also sold on their own. The Chainsaw Safety & Competency Pack (DOC-CHS-PACK) contains them all: the safe work instruction, the chainsaw pre-start checklist, the VOC and the field verification, with a setup guide.

No licence is needed to use a chainsaw under WHS or OHS laws. The business must make sure each operator is trained and competent for the work they do, and many businesses and sites require a unit of competency for chainsaw operation. Felling beyond basic small trees, trees under tension, hazardous or damaged trees, and work at height in trees are specialist work for trained and experienced arborists or fallers: this VOC does not cover them. A VOC is the business's own check that an operator can 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
Chainsaw safe work instruction: cross-cutting, limbing and basic felling; kickback, PPE and exclusion zones; stop-work points	02_SAFE_WORK_INSTRUCTION/Chainsaw 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)

Who it is for

- Businesses whose workers use chainsaws for cross-cutting, limbing and basic felling

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YOUR LOGO
Right-click > Change Picture

[Company name]

WHS DOCUMENTS & TEMPLATES · DOC-CHS-SWI

Chainsaw 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]** for cross-cutting, limbing and basic felling of small trees: the checks before use, the hazards and controls, the steps, and the points where the operator must stop. Specialist felling is not covered.

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

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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]	

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Chainsaw 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 chainsaw 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

- **Chainsaw safe work instruction: cross-cutting, limbing and basic felling; kickback, PPE and exclusion zones; stop-work points**
  02_SAFE_WORK_INSTRUCTION/Chainsaw 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/chainsaw-safe-work-instruction-template

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