SafetyDocs by SafetyCulture

Company Name:
Company Address:
ABN/NZBN:

POWER POLE REMOVAL-INSTALLATION SAFE WORK METHOD STATEMENT (SWMS)

Business Contact: Phone #:	Principal Contractor (PC):
Responsible person *(for monitoring SWMS and work):*	PC Address:
Signature: Date:	PC Phone #: Date SWMS provided to PC:
Contact Phone #:	Job Site Address:

SITE MANAGEMENT PLAN	Is the work associated with a Construction Project? ☐ **Yes** ☐ **No**	*If yes* – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.

THIS WORK ACTIVITY INVOLVES THE FOLLOWING "HIGH-RISK CONSTRUCTION WORK" (HRCW - *IDENTIFIED IN THE JOB TASK COLUMN*)

☐ Confined spaces	☒ Mobile plant movement	☐ Demolition of a load-bearing structure	☐ Asbestos disturbance
☐ Using explosives	☐ Diving work	☐ Artificial extremes of temperature	☐ Tilt-up or pre-cast concrete

☒ Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services

☐ Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse

☐ Involves a risk of a person falling from 2m or more, including work on telecommunications towers ☐ Work in a ceiling space (W.A. Only)

☐ Working at depths greater than 1.5 metres, including tunnels or mines	☐ Work in an area that may have a contaminated or flammable atmosphere
☒ Work carried out adjacent to a road, railway or shipping lane, traffic corridor	☐ In or near water or other liquid that involves the risk of drowning

WORKING WITH A RISK OF A FALL OVER 2 METRES. Select the fall from height 'hierarchy of control level' considered when establishing controls:

☐ L 1: Work on the ground or solid construction	☐ L 4: Use a fall arrest system e.g., safety harness, catch platforms
☐ L 2: Use a passive fall restraint system e.g., guard rails, scaffolding, EWP	☐ L 5: Implement administrative controls e.g., signage, or instruction
☐ L 3: Use a work positioning system e.g., travel restraint, rope access	☐ Other?

More than one of these measures to reduce risk can be used. For example, engineering controls like edge protection can be implemented with administrative controls like training and use of this SWMS, while wearing PPE (non-slip shoes). Please describe why it is not reasonably practicable to use higher-order control measures. E.g. The job is less than 5 minutes on a ladder.

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
			○ Use electrical sockets protected by RCD (safety-switches) or use portable RCD devices ○ Switchboards have appropriately rated circuit breaker ○ Always ensure that the tool is switched off and power isolated before a pre-start check, adjusting, changing set-ups or repairing ○ Do not overload power outlets • Diesel/petrol-powered tools - Do not run a diesel/petrol-powered tools inside a building (e.g. shed), or where ventilation is limited.		aware of any issues
10. Hazardous substance /chemical use	Contact with hazardous substance /chemical	3H	• Follow directions of use for *(specify the substances/chemicals)* • Consult SDS for the product • Use PPE as per the SDS - *specify* • Use with adequate ventilation • Chemical resistant gloves for prolonged exposure × *DO NOT eat or drink when handling chemicals* × *DO NOT eat or drink without washing hands thoroughly first* × *DO NOT take food into the work area where chemicals are being used or stored* × *DO NOT wear contaminated PPE in areas outside the work zone, such as eating areas.*	2M	**Supervisor** and **workers** to ensure control measures followed
11. HRCW Select and inspect load equipment	Load equipment failure	4A	• Lifting gear should be checked before and after use and regularly inspected to determine whether it is suitable to keep using • Check: ○ It is tagged to identify the date of the lifting gear's last inspection ○ Tags list all relevant information (e.g. for a chain sling includes grade of chain, rated capacity (WLL), manufacturer, chain size and any relevant Australian Standard marking) ○ Lifting hooks are provided with operable safety latches where appropriate ○ Shackles used as terminal fittings prevented from unscrewing ○ Lifting eyes and inserts are compatible ○ Lifting slings are not damaged, e.g. excessive wear, damaged strands, cracks, deformation or severe corrosion ○ Sling is appropriate for the load lifted, including adequate capacity and protection from sharp edges. ○ Flat synthetic • Slings: ○ No knots tied in the sling ○ Protective sleeves and corner pieces used for all loads	2M	**Supervisors** to check all controls in place and followed **Workers** to follow controls and make supervisor aware of any issues

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
			○ Prevent unauthorised people or mobile plant from accessing the safety zone area by use of determined protocols, physical barrier and signage as appropriate ○ Maintain awareness of people, mobile plant entering the operational zone and cease work immediately if the incursion is uncontrolled • Attachment must only be used as specified by the manufacturer • ***NEVER:*** × *Assist the Auger by hand when in operation* × *Use tools (such as shovels) to help move dirt from around the hole during operation* × *Use people as counterweights, hang counterweights off assembly or rock the Auger from side to side* × *Move machine when Auger is in operation* × *Walk under raised Auger (unless blocked).*		make supervisor aware of any issues
15. HRCW Backfill holes	Struck by powered mobile plant	4A	• Compacting with hydraulic ram Groundworkers: ○ Never assist machine by hand during this operation ○ Keep clear separation from all machinery components • Lifter/Borer operator: ○ Maintain visual contact with area compacting ○ Stop work immediately if a person approaches the compaction zone.	2M	**Supervisors** to check all controls in place and followed **Workers** to follow controls and make supervisor aware of any issues
	MSD injuries	3H	• A wheelbarrow should be used to move back-fill material. Ensure wheelbarrow: ○ Is correct type for the work (small garden type wheelbarrows should not be used) ○ Tires are inflated to correct pressure ○ Are in good condition (handles are fixed securely ○ If control is lost of the wheelbarrow, i.e., it tips sideways, let barrow fall. Do not try to keep it upright or back injury may result. • Hand tools: ○ Where possible, use hand tools (rakes, shovels.) with extension handles to reduce bending and need for excessive forearm and wrist pressure. ○ To avoid rotational stress – always face the direction the fill needs to be moved in when shovelling.	2M	
16. HRCW Maintenance on site	Crush injuries	4A	• ***Do not rely on a hydraulic system to hold any part of the equipment in the raised position during maintenance. Always use installed lift brace equipment and suitable WLL blocks/jacks.*** • Before commencing maintenance/repairs. Ensure:	2M	**Supervisors** to check all controls in