SafetyDocs by SafetyCulture

Company Name:
Company Address:
ABN/NZBN:

Erecting Suspended Powered Scaffolds 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
			• Ensure that footwear is suitable. Snug-fitting shoes/boots with flat, non-slip soles, no loose soles, long laces, soles that are oily, or caked with mud or other contaminants		
8. Manual tasks	Musculoskeletal Disorder (MSD) injuries	3H	• Materials/equipment placed as close to the work area as possible • Ensure there are adequate workers to perform the task • Weight of an object should be known; avoid lifting loads more than 1/4 of your body weight • Do not use extreme force to move items • Lifted items held close to the body whenever possible: ○ Keeping knees bent and back straight and lift, unload keeping knees bent • Use team lifts and mechanical means for heavy items • Schedule regular breaks and practice job rotation • Avoid overreaching, long periods of repetitive movements, awkward and sustained positions, twisting and side-bending • Wear leather safety gloves for platform assembly, setting up supports/anchors and operation.	2M	**Supervisor** and **workers** to ensure control measures followed

9. **HRCW** Working with powered & non-powered tools	• Electrocution
	• Injury
	• Fire
	• Asphyxiation
		4A	• Use tools only for the purpose specified by the manufacturer
			• Wear PPE as recommended by the manufacturer
			• Pre-inspect and operate tools following the manufacturer's instructions. If damaged or unsuitable for the task do not use. Take out of service immediately and apply LOTO procedures
			• Tool operations manual is available, read and understood
			• Fire protection equipment accessible
			• Use mechanical ventilation as required
			• <u>Electrical:</u>
			  ○ All electric power tools and leads are Tested, Tagged and are current
			  ○ 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
			• <u>Diesel/petrol-powered tools</u> - Do not run a diesel/petrol-powered tools inside a building (e.g. shed), or where ventilation is limited.
				2M	**Supervisor** and **workers** to ensure control measures followed

10. Pre-inspect system components	Equipment failure	4A	• Set up work platform (cradle) as per plan/manufacturer's instructions • Construct the stage on the ground or on a sold structure	2M	**Supervisor** and **workers** to ensure

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
	Falling objects	4A	• Anchors/tiebacks secured to a structurally sound anchorage on the building or structure • Anchor equipment should not be fastened to the following unless specifically modified to do so: ○ Conduit/cable trays, piping, support racks, vent stacks, scaffolding/supports / suspended platforms, guard rails, handrails, wood trusses (unless specifically designed), gable ends, facia, overhangs, damaged framing, mobile plant, hoists and areas with sharp edges or protrusions • Only use items specifically designed as counterweights to counterweight the scaffolding system • Bricks and blocks and other similar construction materials not used as counterweights • Counterweights must be secured fixed to the outrigger beams • Counterweights must not be removed from an outrigger beam until the scaffold is disassembled.	2M	

13. **HRCW** Commission & handover	• Fall from height
	• Suspension trauma
	• Impact injuries
	• Fatality
		4A	• When testing the scaffold, wear a fall arrest harness attached to an independent fall arrest system. Controls followed as in setting up supports and anchors
			• Platform:
			  ○ Keep the platform level at all times. Restrict the lateral movement of the cradle, e.g. tying off the cradle with rope
			  ○ Stop work and lower the platform to the ground during bad weather, e.g. windy conditions
			  ○ *DO NOT:*
			    ▪ *Overreach*
			    ▪ *Climb on handrails*
			• Inspect before handover. Items to be checked:
			  ○ Ensure guardrails, mid-rails and toe-boards fitted correctly, and the working deck is non-slip with drainage holes
			  ○ Ensure a secondary protective device provided and fitted for each scaffold hoist to operate on a secondary wire rope (in case of failure of the main system)
			  ○ Ensure backup attachment point is independent of the main suspension rope attachment
			  ○ Connections between components secured
			  ○ Access/egress suitable
			• Certification provided. Ensure it contains:
			  ○ Name/address of people requiring fall protection
			  ○ Name/address of installer
			  ○ Location details, time and date
				2M	**Supervisor** and **workers** to ensure control measures followed