

DECKING 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? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.
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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 2: Use a passive fall restraint system e.g., guard rails, scaffolding, EWP
- L 3: Use a work positioning system e.g., travel restraint, rope access
- L 4: Use a fall arrest system e.g., safety harness, catch platforms
- L 5: Implement administrative controls e.g., signage, or instruction
- 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		RR	RESPONSIBLE PERSON
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>			
			<ul style="list-style-type: none"> Assess mobile phone reception The worksite is exactly as detailed in Terms of Agreement or contract If unanticipated hazards identified, complete a JSA specifying the control measures. 			
4. HRCW Materials delivery	Truck rollover	4A	<ul style="list-style-type: none"> Ensure the ground is stable, the soil is compacted sufficiently Ensure truck does not operate or travel near the edge of a drop-off Do not allow truck turn on side slopes ⚠ Do not attempt to unload on soft, uneven ground, downgrades or cross falls (higher centre of gravity). 		2M	Supervisors to check all controls in place and followed
	<ul style="list-style-type: none"> Powered mobile plant movement Crush injuries Amputation Entanglement Fatality 	4A	<ul style="list-style-type: none"> Follow traffic management plan requirements Alertness at all times. Listen for reversing alarms/beepers and calls from Plant Operators Obey all safety/warning signs, spotters, traffic barriers Work positions should be in clear sight of plant operators Reversing trucks. Ensure: <ul style="list-style-type: none"> Never stand between a truck and another structure when the vehicle is reversing Always maintain visual contact with the driver's mirrors ⚠ Remember: if you can't see the driver – he can't see you! <ul style="list-style-type: none"> Use a spotter where practicable to direct trucks on site. When unloading ensure: <ul style="list-style-type: none"> Within Safe working load (SWL) if using hoisting machinery Suitable ground and sufficient room for operation Unnecessary personnel cleared from the unloading zone area <ul style="list-style-type: none"> people do not stand on or beside delivery vehicle during unloading Loads kept stable and will not free-fall Use lifting equipment for larger packs Provide secure stockpile area for materials and equipment Unload and stack following the manufacturers' recommendations Wear High vis clothing 		2M	Workers to follow controls and make supervisor aware of any issues
	Contact with electricity	4A	<ul style="list-style-type: none"> Work not conducted near to electrical power lines Identify the maximum range of equipment and how close equipment or load can come to the asset (known as design envelope) The following dimensions are taken from the closest point of an extended component of the machine, e.g. extended long reach boom. In general, for up to and including 132,000 volts: <ul style="list-style-type: none"> 3m above, either side and below power lines is No Go Zone Between 3-6.4m of power lines, a Spotter is required. 		2M	

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15. HRCW Fixing bearers and joists	Falls	4A	<p>⚠ Do not secure joists from above. ⚠ Do not walk on unsecured vertical joists.</p> <ul style="list-style-type: none"> Perform as much of the task as possible on the ground or a solid structure Protect all edges where a person can fall Erect and inspect all height access equipment following manufacturers' instructions If damaged or unsuitable for the task do not use. Take out of service immediately and apply LOTO procedures Scaffold / Trestles must: <ul style="list-style-type: none"> Be rated for proposed weight and span Have an overhang of at least 150 mm and not more than 250mm at each end & be "locked" together. E.g. clamped near the centre span to prevent individual movement Have an unobstructed surface width of at least 450mm (two planks wide) Must be matched pairs, i.e., the rungs should be equivalent heights and spacing <u>Ladders:</u> <ul style="list-style-type: none"> Ladders set up on a level area on a firm footing Correct size and length for the job Load rating of at least 120kg ONLY use extension ladders for access, ALWAYS use platform ladders for working on, ensure the base is fully open and the spreaders are locked 3 points of contact on the ladder at all times Always maintain the majority of your bodyweight inside the perimeter of the platform or stiles When on a ladder, do not over-reach. Descend ladder & re-position as required Do not carry materials when ascending/descending a ladder Always face the ladder when using 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. 		2M	Supervisors to check all controls in place and followed Workers to follow controls and make supervisor aware of any issues
	Struck by falling objects	3H	<ul style="list-style-type: none"> All workers MUST wear a hard hat at all times Ensure the ground area is clear of non-essential people Ensure all joists are blocked or secured before placing any loads onto them Wear tool belts, use tool lanyards to pass tools to people at height and use tethers on tools/equipment where appropriate All workers must wear a hard hat and high visibility clothing. 		2M	
16. HRCW Laying deck	Falls	4A	<ul style="list-style-type: none"> Restrict access to those involved in the decking process Make safe access and egress to where the decking is being laid Ensure: 		2M	Supervisors to check all controls in