

**SCAFFWISE****SAFE WORK METHOD STATEMENT (SWMS) PART 1**

ACTIVITY: Erection and use Mobile Scaffold	JOB #:	
BUSINESS NAME:	ABN:	
BUSINESS ADDRESS:		
BUSINESS CONTACT:	PHONE #:	
<b>SWMS APPROVED BY: EMPLOYER / PCBU / DIRECTOR / OWNER.</b>		
NAME:		
SIGNATURE:	DATE:	
<b>PERSON/S RESPONSIBLE FOR ENSURING COMPLIANCE WITH SWMS:</b>		
<b>PERSON/S RESPONSIBLE FOR REVIEWING THE SWMS:</b>		
<b>RELEVANT WORKERS CONSULTED IN THE DEVELOPMENT, APPROVAL AND COMMUNICATION OF THIS SWMS.</b>	<b>ALL PERSONS INVOLVED IN THE TASK MUST HAVE THIS SWMS COMMUNICATED TO THEM BEFORE WORK COMMENCES.</b>	
NAME                      SIGNATURE                      DATE	Daily Tool Box Talks will be undertaken to identify, control and communicate additional site hazards. Work must cease immediately if incident or near miss occurs. SWMS must be amended in consultation with relevant persons. Amendments must be approved by _____ and communicated to all affected workers before work resumes. SWMS must be made available for inspection or review as required by WHS legislation. Record of SWMS must be kept as required by WHS legislation (until job is complete or for 2 years if involved in a notifiable incident).	
<b>PRINCIPAL CONTRACTOR DETAILS</b> <i>(The builder or the organisation you are working for.)</i>		
PRINCIPAL CONTRACTOR (PC):	PROJECT NAME:	DATE SWMS PROVIDED TO PC:
PROJECT ADDRESS:		
PROJECT MANAGER (PM):	PM SIGNATURE:	CONTACT PH. #:

DOCUMENT #:

VERSION #: 1

AUTHORISED BY:

REVIEW #:

ISSUE DATE:

REVISION DATE:



# SCAFFWISE

**SWMS SCOPE:** This SWMS covers general hazards associated with the erection, dismantling and use of mobile scaffold.



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**THIS WORK ACTIVITY INVOLVES THE FOLLOWING “HIGH RISK CONSTRUCTION WORK”**

- Confined Spaces
- Mobile Plant
- Demolition
- Asbestos
- 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 more than 2m, including work on telecommunications towers
- 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 risk of drowning

LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	<p><b>HIERARCHY OF CONTROLS</b></p> <p>Most Effective</p> <p>Least Effective</p>
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE			
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	<b>DO NOT PROCEED.</b>	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before commencing work.	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Maintain control measures.	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Record and monitor.	

**PERSONAL PROTECTIVE EQUIPMENT (PPE): ENSURE ALL PPE MEETS RELEVANT AUSTRALIAN STANDARDS. INSPECT, AND REPLACE PPE AS NEEDED.**

FOOT PROTECTION	HEARING PROTECTION	HIGH VISIBILITY	HEAD PROTECTION	EYE PROTECTION	FACE PROTECTION	HAND PROTECTION	PROTECTIVE CLOTHING	BREATHING PROTECTION	SUN PROTECTION	FALL ARREST	
											Rings, watches, jewellery that may become entangled in machines must not be worn. Long and loose hair must be tied back.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

AS 1319-1994 SAFETY SIGNS FOR THE OCCUPATIONAL ENVIRONMENT REPRODUCED WITH PERMISSION FROM SAI GLOBAL UNDER LICENCE 1210-C062. STANDARDS MAY BE PURCHASED AT [HTTP://WWW.SAIGLOBAL.COM](http://www.saiglobal.com)



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JOB STEP	POTENTIAL HAZARD/S	IR	CONTROL MEASURES TO REDUCE RISK	RR	RESPONSIBLE PERSON
<i><b>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</b></i>					
1. Planning & preparation	Lack of consultation may lead to potential outcomes for personal injury, property damage &/or environmental incident.	3H	<ul style="list-style-type: none"> <li>• Liaise with Principal Contractor to establish the following on-site systems and procedures are in place and take note of:               <ul style="list-style-type: none"> <li>○ Health and Safety rules</li> <li>○ Induction for all workers – site specific and toolbox meetings</li> <li>○ Supervisory arrangements</li> <li>○ Communication arrangements</li> <li>○ Injury reporting procedures</li> <li>○ Hazard reporting procedures</li> <li>○ All relevant workers are appraised for required competencies &amp; for any pre-existing medical conditions if working in remote or isolated locations</li> <li>○ Overhead electric lines, determine:                   <ul style="list-style-type: none"> <li>▪ Exclusion zones</li> <li>▪ Safe distance required for exclusion zones</li> <li>▪ Requirements for spotters</li> </ul> </li> <li>○ PPE required</li> <li>○ Site plans – showing no go zones for pedestrians</li> <li>○ Traffic Management Plan</li> <li>○ Risk Assessments</li> <li>○ SWMS and JSA's.</li> </ul> </li> </ul>	2M	
2. Training and Capabilities	Lack of training or the assessment of capability may lead to personal injury, property damage &/or environmental incident.	3H	<ul style="list-style-type: none"> <li>⚠ <i>If working on EWPs, or using other height access equipment for this task, ensure there are separate, dedicated SWMS in place for set-up/erection and that all workers / employees have relevant training and licensing</i></li> <li>⚠ <i>Where there is a risk that a person or object could fall more than 4 metres from the platform or the structure a licensed scaffolder is required for the erection, alteration and dismantling of the mobile scaffold</i></li> <li>⚠ <b>Check workers are in fit condition to work i.e. no signs of fatigue, alcohol or drugs.</b></li> <li>• Ensure all relevant workers have undertaken training and/or received instruction in the use of control measures. Include:               <ul style="list-style-type: none"> <li>○ Reporting procedures for incidents</li> <li>○ Construction sites - General Construction Induction Card (white card)</li> <li>○ Ensure workers erecting the scaffold are trained and competent in the safe use and erection of the scaffold</li> <li>○ Use of supervision where required (e.g. new starters or new equipment)</li> <li>○ Ensure supervisors, foremen etc. are suitably experienced in the type work to be conducted</li> <li>○ All workers are trained in this SWMS.</li> </ul> </li> </ul>	2M	



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<i><b>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</b></i>							
3. Arrival on-site	Adjacent to road / powered mobile plant movement	4A	<ul style="list-style-type: none"> <li>• Park working vehicle in driveway or allocated parking to avoid travelling across roads when delivery working equipment</li> <li>• If setting up roadside – comply with local laws and permits</li> <li>• Erect any barriers &amp; signage necessary to keep others safe and aware</li> <li>• Check constantly for changing hazards while working and monitor work position at all times. Ensure:               <ul style="list-style-type: none"> <li>○ High visibility clothing worn at all times</li> <li>○ Do not stand behind reversing vehicles</li> <li>○ Allow sufficient distance from plant during operation (allow sufficient room for equipment failure – such as arm/boom failure or plant rollover)</li> <li>○ No work is conducted in established “no go zones” for pedestrians</li> <li>○ Alertness at all times. Listen for                   <ul style="list-style-type: none"> <li>▪ Reversing alarms/beepers</li> <li>▪ Calls from Plant Operators</li> </ul> </li> <li>○ Safety/warning signs, Spotters, traffic barriers etc. must be obeyed as required</li> <li>○ Work positions should be in clear sight of plant operators</li> <li>○ Follow traffic management plan requirements</li> <li>○ NOTE: Some traffic management plans may say that pedestrians have right-of-way. Never assume this. Make visual and verbal contact with plant operator as required.</li> </ul> </li> </ul>	2M			
	Personal injury, property damage &/or environmental incident.	3H	<ul style="list-style-type: none"> <li>• Assess conditions at site on arrival. Ensure:               <ul style="list-style-type: none"> <li>○ Site-specific induction is undertaken (include location of amenities, first aid facilities, emergency plans and evacuation points, communication, contact persons etc.)</li> <li>○ Assess mobile phone reception</li> <li>○ Work site is exactly as detailed in Terms of Agreement or contract</li> <li>○ Suitable access for all equipment required</li> <li>○ Suitable space for operation of equipment</li> </ul> </li> <li>• Identify all hazards that may arise from the activity. Consider:               <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>○ Ground surface condition and pitch (e.g. wet slippery, sloping surfaces)</li> <li>○ Unprotected edges (e.g. drop-offs, stairwells)</li> <li>○ Where surfaces may change level</li> <li>○ Weather conditions (rain, wind, fog, dew)</li> </ul> </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> <li>○ Lack of training (new starters)</li> <li>○ Equipment to be used or installed</li> <li>○ Exposed electrical switchboards/power points</li> <li>○ Power lines or electrical cables</li> </ul> </td> </tr> </table> </li> </ul>	<ul style="list-style-type: none"> <li>○ Ground surface condition and pitch (e.g. wet slippery, sloping surfaces)</li> <li>○ Unprotected edges (e.g. drop-offs, stairwells)</li> <li>○ Where surfaces may change level</li> <li>○ Weather conditions (rain, wind, fog, dew)</li> </ul>	<ul style="list-style-type: none"> <li>○ Lack of training (new starters)</li> <li>○ Equipment to be used or installed</li> <li>○ Exposed electrical switchboards/power points</li> <li>○ Power lines or electrical cables</li> </ul>	2M	
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<i>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</i>					
			<ul style="list-style-type: none"> <li>UV radiation in close proximity.</li> </ul>		
4. Loading / unloading mobile scaffold	Hazardous manual tasks - musculoskeletal disorder (MSD)	3H	<ul style="list-style-type: none"> <li>Where possible materials should be unloaded using mechanical means. E.g. forklift, Hiab/truck crane etc.</li> <li>Where manual unloading and storage is necessary:               <ul style="list-style-type: none"> <li>Ensure the access route is clear of hazards</li> <li>Use two or more people for lifting and moving heavy / awkward items:                   <ul style="list-style-type: none"> <li>As much as possible, team members are of similar height and capability</li> <li>Team members know their responsibilities during the lift</li> </ul> </li> </ul> </li> <li>Ensure safe-lifting techniques used. E.g.               <ul style="list-style-type: none"> <li>Plan travel pathway</li> <li>Face the load and stand close to load</li> <li>Lift smoothly, do not jerk or throw load upwards</li> <li>Avoid any twisting and side-bending during lift</li> <li>When placing load onto ground, follow instructions as above, bend knees, not back</li> <li>Take Regular breaks</li> </ul> </li> <li>Consider storing the scaffold material in a raised position e.g. on dunnage to allow for future access of trolleys or other mechanical aids if required and, to reduce manual handling from ground level.</li> </ul>	2M	
	Crush injuries	3H	<ul style="list-style-type: none"> <li>Use caution when undoing restraint, check the load has not shifted or, may slide off vehicle</li> <li>Lower material to ground in a controlled manner.</li> </ul>	2M	
5. Erecting Scaffold	Contact with electricity	4A	<ul style="list-style-type: none"> <li>Check for overhead wires or other electrical installations before erecting scaffold</li> <li>Clear of overhead electric lines. Ensure:               <ul style="list-style-type: none"> <li>Check the location, height, arrangement, visibility of overhead electric power lines</li> <li>Do not use extended poles or other conductive items within close proximity (4 .0m) to energised electrical systems (flashover or contact may occur)</li> <li><b>Note:</b> <i>If the 4.0m rule cannot be maintained, contact your State Electricity Supply Authority to determine a safe system of work for the use of the scaffolding.</i></li> </ul> </li> </ul>	2M	
	Hit by moving plant	4A	<ul style="list-style-type: none"> <li>Do not position scaffold too close to plant operating area</li> <li>Use 'Spotter' to supervise plant where necessary (short term only)</li> </ul>	2M	



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<i>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</i>					
			<ul style="list-style-type: none"> <li>For longer-term position use barricades and signage as necessary.</li> </ul>		
	Scaffold collapse / falls	3H	<ul style="list-style-type: none"> <li>Always follow manufacturer's instructions for pre-inspection of parts</li> <li>Ensure modular scaffold components are of the same type</li> <li>Components do not have cracks, splits, rust or dents</li> <li>Ensure the scaffold is on firm level ground with the feet or wheels properly supported</li> <li>Never use loose building material to support the weight of the scaffold</li> <li>Do not use adjustable wheels when the slope of the surface exceeds 5 degrees</li> <li>Ensure wheels:               <ul style="list-style-type: none"> <li>Correct size and capacity to support the total mass of the scaffold</li> <li>Wheels have the working load limit (WLL) clearly marked</li> <li>Wheels are in the locked position when erecting and locked at all times unless moving the scaffold</li> <li>Wheels with adjustable legs keep the platform level when erecting.</li> </ul> </li> </ul>	2M	
	Falls	3H	<p><b>⚠</b> <i>Never climb on outside of scaffold.</i></p> <ul style="list-style-type: none"> <li>Always follow manufacturer's instructions for assembly</li> <li>Use two people for frame erection to eliminate the need to climb up &amp; down the frame</li> <li>Top-rails should be between 900mm and 1100mm above the working surface</li> <li>Fit a secure internal ladder with a protected opening e.g. a hinged trap door for entry and exit to and from the scaffold (fixed top and bottom)</li> <li>Mobile scaffolds with working platform heights greater than six metres should incorporate a mid-height access platform with ladder (The height between ladder landings should not exceed 4 m)</li> <li>Scaffold platforms need to be a minimum of 450mm wide</li> <li>Reduce height of scaffold or provide additional support bracing in the following conditions:               <ul style="list-style-type: none"> <li>Strong winds</li> <li>Hoisting or stacking heavy equipment or materials</li> <li>Using pressure equipment e.g. concrete pumps, water blasters etc.</li> </ul> </li> <li>Incomplete scaffold should never be left unattended without leaving danger tags and warning signs attached. Access points to an incomplete scaffold should be blocked off.</li> </ul>	2M	



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<i>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</i>					
	Hit by falling object	3H	<ul style="list-style-type: none"> <li>Wear a hard hat when erecting scaffold</li> <li>Wear close fitting leather gloves that do not restrict movements if required</li> <li>Surrounding persons are made aware that erecting operations are about to commence</li> <li>Immediate area should be cordoned off</li> <li>Install guardrails, mid-rails and toe-boards</li> <li>Brick guards or mesh panels should be fitted where bricks are being stacked and laid.</li> </ul>	2M	
	Hazardous manual tasks - MSD	3H	<ul style="list-style-type: none"> <li><b>Refer to step 4 (Hazardous manual tasks - musculoskeletal disorder (MSD) for further controls</b></li> <li>Ensure materials/equipment is as close to work area as possible</li> <li>Provide a suitable number of people to lift and assemble scaffold safely</li> <li>Use at least two people to safely lift platforms onto frames</li> <li>Lay scaffold out to identify components to minimise double handling</li> <li>Use mechanical aid where possible e.g. trolley or pallet jack to move scaffold components.</li> </ul>	2M	
	Slips, trips & falls	3H	<ul style="list-style-type: none"> <li>Safety boots worn at all times</li> <li>Ensure tools and components are not placed in areas where they be a trip hazard.</li> </ul>	2M	
6. Working on Scaffold (General use)	Scaffold collapse	3H	<ul style="list-style-type: none"> <li><b>⚠ Scaffolds exceeding four metres in height need to be inspected and tagged by a competent person (such as a licensed scaffolder) before use, after any alteration or repair, and at intervals of not more than 30 days</b></li> <li>Never exceed the maximum load capacity of the scaffold</li> <li>Do not overload platform, be aware of load limits and spread load evenly to distribute weight e.g. stacking bricks.</li> </ul>	2M	
	Falls from access ladders	4A	<ul style="list-style-type: none"> <li>Use only access provided, do not climb on railings or other scaffolding components</li> <li>Use only ladders provided for access to scaffolds:               <ul style="list-style-type: none"> <li>Ensure footwear is suitable. Snug-fitting shoes/boots with flat, nonslip soles, no loose soles, long laces, soles that are oily, or caked with mud etc.</li> <li>Face ladder when ascending/descending and maintain a firm grip</li> <li>Ensure 3 points of contact remain on ladder at all times</li> <li>Always maintain the majority of your body weight inside the perimeter of the work</li> </ul> </li> </ul>	2M	





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<i>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</i>					
			<ul style="list-style-type: none"> <li>platform or ladder stiles</li> <li>○ Do not carry materials when ascending/descending a ladder</li> <li>○ Always face ladder when using</li> <li>○ Do not use step ladders to gain extra height</li> <li>○ Remove ground level ladder when unattended to prevent unauthorised access.</li> </ul>		
	Falls from scaffold	4A	<ul style="list-style-type: none"> <li>• Level, plumb</li> <li>• Casters locked before accessing, not moved when persons on scaffold</li> <li>• Accessed by internal ladder only, do not climb on scaffold</li> <li>• Clear of penetrations or floor edges (by at least 1metre where possible)</li> <li>• Do not use steps or ladders on top of the work platform to gain extra height</li> <li>• Do not move the scaffold with persons or materials on it.</li> <li>• Before moving the scaffold ensure that it is clear of obstructions, both overhead and, at ground level</li> <li>• Do not move the scaffold with persons or materials upon it. Before moving the scaffold ensure that it is clear of obstructions at overhead and at ground level.</li> </ul>	2M	
	Falls in openings	4A	<ul style="list-style-type: none"> <li>• Holes or other openings through which a person can fall. Ensure:               <ul style="list-style-type: none"> <li>○ All holes or openings are protected/closed from falls immediately after creating (e.g. platform ladder hatches)</li> <li>○ Ensure the cover is secured to prevent movement</li> <li>○ Use signage or other clearly marked hazard alert to identify hazard.</li> </ul> </li> </ul>	2M	
	Falling objects	3H	<ul style="list-style-type: none"> <li>• All workers are to wear hard hat</li> <li>• Maintain awareness of other people on scaffold</li> <li>• Do not overload platform, be aware of load limits and spread load evenly to distribute weight (e.g. stacking bricks)</li> <li>• Do not exceed the specified Safe Working Load of the scaffold</li> <li>• Stack items to prevent sliding or toppling</li> <li>• Use tether on tools/equipment where appropriate</li> <li>• Keep tools and other equipment away from edges</li> <li>• <i>Do not drop items from scaffold.</i></li> </ul>	2M	
	Contact with	4A	<ul style="list-style-type: none"> <li>• Locate and maintain awareness aware of any power lines when working on scaffold</li> </ul>	2M	



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<i>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</i>					
	electricity		<ul style="list-style-type: none"> <li>Locate and maintain awareness aware of any extension leads.</li> </ul>		
	Slips, trips & falls	3H	<ul style="list-style-type: none"> <li>Safety boots worn at all times</li> <li>Ensure the access route is clear of hazards</li> <li>Ensure any spills are cleaned up immediately</li> <li>Never jump from scaffold</li> <li>Maintain clear walkways (clear debris), unnecessary materials and tools.</li> </ul>	2M	
	Muscular stress / musculoskeletal disorder (MSD)	3H	<ul style="list-style-type: none"> <li>Avoid working in awkward positions for 30 minutes at a time or for two hours over entire shift e.g. arms raised above shoulders</li> <li>Consider job rotation to avoid excessive overreaching</li> <li>Take sufficient breaks</li> <li>Do not carry items in hand when using scaffold ladders. Ensure:               <ul style="list-style-type: none"> <li>Light tools are securely fixed on tool belt or shoulder bag</li> <li>Use mechanical means to lower or raise heavier items</li> <li>If using hand lines ensure item is tied to hang vertically to limit snagging</li> <li>If using gin wheels, load does not exceed 50kg</li> <li>If passing equipment from one level to the next use two hands to pass item (maintain communication with team member to know when passing and when to release item).</li> </ul> </li> </ul>	2M	
7. Dismantling scaffold	Hit by falling objects	3H	<p><b>⚠ Scaffold components are not to be dropped or thrown.</b></p> <ul style="list-style-type: none"> <li>Wear a hard hat when dismantling scaffold</li> <li>Wear close fitting leather gloves that do not restrict movements if required</li> <li>Surrounding persons are made aware that dismantling operations are about to commence</li> <li>Immediate area should be cordoned off</li> <li>The number of workers needed for the breakdown process is determined</li> <li>The method and process of dismantling components is pre-planned and understood by all workers</li> <li>Dismantling is carried out in a systematic and progressive manner</li> <li>Maintain stability of the scaffold at all times:               <ul style="list-style-type: none"> <li>Ensure that castor brakes are applied before dismantling</li> <li>Removal all materials, debris and equipment from the working platforms</li> <li>Starting at the top and working down small clips, connectors, screws &amp; nails should be</li> </ul> </li> </ul>	2M	



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<i>INHERENT RISK-RATING (IR) RESIDUAL RISK-RATING (RR)</i>					
			<ul style="list-style-type: none"> <li>placed in a container and lowered to the ground</li> <li>○ Bracing should be secured before releasing from form end and safely lowered to the ground/floor:               <ul style="list-style-type: none"> <li>▪ Only remove bracing to the section being immediately removed</li> <li>▪ Leave other bracing in place until ready to remove the associated section.</li> </ul> </li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Refer to step 5 (Hazardous manual tasks – MSD, Slips, trips &amp; falls) for controls.</b></li> </ul>					
8. On completion	Slips, trips, falls causing injury	3H	<ul style="list-style-type: none"> <li>• Clean up tools and any waste ensuring the scaffold is left in clean and tidy condition</li> <li>• Clean debris and ensure larger cut-offs are removed from area.</li> </ul>	2M	
	Contact with electricity	3H	<ul style="list-style-type: none"> <li>• Disconnect power tool/extension leads from power point before winding up, so that you don't get a shock if the lead is damaged</li> <li>• Inspect leads and power equipment for damage</li> <li>• If safe to do so, remove isolation locks/tags and test appliance for function.</li> </ul>	2M	
	Contamination of waterways and water catchment	3H	<ul style="list-style-type: none"> <li>• Dispose of rubbish in bins provided onsite</li> <li>• Dispose of empty containers / bags in approved waste containers</li> <li>• Do not wash out tools or containers where residue can enter waterways or drains.</li> </ul>	2M	
	Public safety	3H	<ul style="list-style-type: none"> <li>• If acceptable, remove barricades or add barricades as appropriate.</li> </ul>	2M	



# SCAFFWISE

**EMERGENCY RESPONSE - CALL 000 IMMEDIATELY.**

If work is to be conducted on a construction site (or a site controlled by another Employer / PCBU) follow the site-specific Emergency Management Plan. Ensure:

- Adequate numbers of first aid trained staff are on site
- First aiders are trained & competent in managing injuries until emergency services arrive
- All rescue equipment is in good condition, available for use and in close proximity to the work site.

Ensure workers have access to:

- First aid kit/supplies
- First Aid trained personnel familiar with resuscitation and emergency response for electric shock
- M/SDS
- Communication devices (check mobile phones will have service in area)
- Suitable fire protection equipment.

REVIEW NO.	1	2	3	4	5	6	7	8	9	10
NAME:										
INITIAL:										
DATE:										

**PLANT/TOOLS/EQUIPMENT LIST FOR THE JOB** *(include Type, Make Model, SWL/Capacity)*


<b>Relevant Legislation &amp; Codes of Practice</b>	<ol style="list-style-type: none"> <li>1. Download the <a href="#">OHS Legislation and Codes of Practice Reference List 31105-1</a> from your tax invoice or go to <a href="#">OHS References</a>.</li> <li>2. Copy and paste your <a href="#">State specific</a> references relevant to your scope.</li> </ol>
Act & Regulations <i>(paste here)</i>	Codes <i>(paste here)</i>



**SCAFFWISE**

**SAFE WORK METHOD STATEMENT (SWMS) PART 2**

This SWMS has been developed in consultation and cooperation with *employee/workers* and relevant *Employer/Persons Conducting Business or Undertaking (PCBU)*. I have read the above SWMS and I understand its contents. I confirm that I have the skills and training, including relevant certification to conduct the task as described. I agree to comply with safety requirements within this SWMS including risk control measures, safe work instructions and PPE described.

**OVERALL RISK RATING AFTER CONTROLS**

1 Low

2 MODERATE

3 High

4 ACUTE

WORKERS' NAME	JOB ROLE / POSITION	LICENCES, COMPETENCIES & QUALIFICATIONS <i>(add as applicable)</i>			DATE	SIGNATURE
		TYPE / DESCRIPTION	CLASS	NUMBER		
		Construction Card				
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DOCUMENT #:

VERSION #: 1

AUTHORISED BY:

REVIEW #:

ISSUE DATE:

REVISION DATE:



# SCAFFWISE

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