

Business Name:

Business Address:

ABN/NZBN:

## HEIGHTS (ROPE ACCESS) SAFE WORK METHOD STATEMENT (SWMS)












Business Contact:	Phone #:	Principal Contractor (PC):
Responsible person (for monitoring SWMS and work):		PC Address:
Signature:	Date:	PC Phone #: <span style="float: right;">Date SWMS provided to PC:</span>
Contact Phone #:		Job Site Address:

### THIS WORK ACTIVITY INVOLVES THE FOLLOWING HAZARDOUS WORK AND ENVIRONMENTAL IMPACTS

- |   |   |  |  |  |
|---|---|--|--|--|
| <input type="checkbox"/> Electrical equipment               | <input type="checkbox"/> Elevated levels                      | <input checked="" type="checkbox"/> Slips, trips and falls | <input type="checkbox"/> Hazardous substances        | <input type="checkbox"/> ?                           |
| <input type="checkbox"/> Hot Work                           | <input checked="" type="checkbox"/> Hazardous manual tasks    | <input checked="" type="checkbox"/> Outdoor work           | <input type="checkbox"/> Remotely &/or isolated work | <input type="checkbox"/> ?                           |
| <input checked="" type="checkbox"/> Noise and vibration     | <input checked="" type="checkbox"/> Native vegetation & weeds | <input type="checkbox"/> Air quality                       | <input checked="" type="checkbox"/> Waste            | <input checked="" type="checkbox"/> Vehicle movement |
| <input checked="" type="checkbox"/> Fuels, oils & chemicals | <input checked="" type="checkbox"/> Terrestrial fauna         | <input checked="" type="checkbox"/> Waterways & soils      | <input type="checkbox"/> Cultural heritage           | <input type="checkbox"/> ?                           |

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

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> Confined spaces  | <input type="checkbox"/> Mobile plant movement | <input type="checkbox"/> Demolition of a load-bearing structure                               | <input type="checkbox"/> Asbestos disturbance         |
| <input type="checkbox"/> Using explosives   | <input type="checkbox"/> Diving work           | <input type="checkbox"/> Artificial extremes of temperature                                   | <input type="checkbox"/> Tilt-up or pre-cast concrete |
| <input checked="" type="checkbox"/> Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services |  |   |   |
| <input type="checkbox"/> Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse                     |  |   |   |
| <input checked="" type="checkbox"/> Involves a risk of a person falling from 2m or more, including work on telecommunications towers                                |  |   |   |
| <input type="checkbox"/> Working at depths greater than 1.5 Metres, including tunnels or mines  |  | <input type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere |   |
| <input type="checkbox"/> Work carried out adjacent to a road, railway or shipping lane, traffic corridor  |  | <input type="checkbox"/> In or near water or other liquid that involves the risk of drowning  |   |

FOOT PROTECTION	HEARING PROTECTION	HIGH VISIBILITY	HEAD PROTECTION	EYE PROTECTION	FACE PROTECTION	HAND PROTECTION	PROTECTIVE CLOTHING	BREATHING PROTECTION	SUN PROTECTION	SAFETY HARNESS	Rings, watches, jewellery that may become entangled 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION
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	DO NOT PROCEED.
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.

HIERARCHY OF CONTROLS	MOST EFFECTIVE	Elimination	Substitution	Isolation	Engineering	Administrative	PPE	LEAST EFFECTIVE
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JOB TASK	HAZARDS	RISK	CONTROL MEASURES	RESPONSIBLE PERSON
1. Planning	<ul style="list-style-type: none"> <li>Incorrect system design</li> <li>System collapse</li> </ul>	4A	<ul style="list-style-type: none"> <li>⚠️ <b>Rigging plan developed and approved by a competent person, i.e. engineer</b></li> <li>Rigging plan should include:               <ul style="list-style-type: none"> <li>Location (address)</li> <li>Type of building</li> <li>The layout of the building (including skylights/other potential dangers)</li> <li>Anchor points (positions/locations and material to be fixed too)</li> <li>Types of anchors and fixing methods</li> <li>Number of persons undertaking work</li> <li>Type of system used.</li> </ul> </li> <li>⚠️ <b>Ensure all components of the rope access system meet relevant Standards</b></li> <li>Purpose-built suspension rigs must:               <ul style="list-style-type: none"> <li>Be verified by an engineer</li> <li>Be clearly marked with the brand name, model number, and serial number</li> <li>Be clearly marked with its capacity and intended use</li> <li>Clearly display the mass in kg of any movable or removable counterweights.</li> </ul> </li> </ul>	Supervisor to confirm the correct system
2. Implement a <a href="#">Falls Emergency Rescue Plan</a>	Personal injury from fall	4A	<ul style="list-style-type: none"> <li>Trained first aid providers on site</li> <li>A reliable means to contact emergency services is available.</li> <li>Falls rescue plan implemented for the site</li> </ul>	Supervisor to ensure the plan is in place
3. <b>HRCW</b> Arrival on-site & assess onsite conditions	Personal injury, property damage &/or environmental incident	3H	<ul style="list-style-type: none"> <li>The vehicle should be positioned in a safe location, clear of traffic/vehicles/pedestrians during equipment delivery and materials removal (deploy physical barriers, caution signs as necessary)</li> <li>Do not park illegally</li> <li>Identify and obey all safety-related signage (check site entry requirements)</li> <li>Report to Site Supervisor</li> </ul>	Supervisor to check the site and conduct JSA where necessary

JOB TASK	HAZARDS	RISK	CONTROL MEASURES	RESPONSIBLE PERSON
12. HRCW On completion	Security breach	3H	<ul style="list-style-type: none"> <li>All personnel must sign-out on Site Register.</li> </ul>	Supervisor to confirm all workers have signed out Workers to comply with controls
	Vehicle/people impact	4A	<ul style="list-style-type: none"> <li>Stay to designated access and egress routes</li> <li>Maintain awareness of surroundings at all times.</li> </ul>	
13. HRCW Emergency response	<ul style="list-style-type: none"> <li>Injury</li> <li>Fatality</li> <li>Environmental damage</li> </ul>	4A	<ul style="list-style-type: none"> <li><b>For police, fire or ambulance call '000.'</b></li> <li>Follow site emergency and evacuation procedures</li> <li>A communication system is available, e.g. a mobile phone or radio</li> <li>Check for dangers to self before helping others</li> <li>Maintain control of the area and stabilise the situation</li> <li>Apply first aid to the injured worker</li> <li>Complete an incident report.</li> </ul>	Supervisors and workers ensure controls followed
	Suspension trauma	4A	<ul style="list-style-type: none"> <li>Document and rehearse post-fall rescue plan</li> <li>Whenever a person is wearing a harness, a rescue plan must be in place as suspension trauma can occur to persons who fall and remain in the harness for more than 5 minutes</li> <li>The rescue must be able to commence immediately</li> <li>The victim must be moved from suspension in stages – if moved too quickly from full suspension into a horizontal position serious injury or death can occur</li> <li>If a suspension may last up to 5 minutes – foothold straps or another way of placing weight on legs must be provided</li> <li>Workers trained to:               <ul style="list-style-type: none"> <li>Use a sit – type harness with padded legs to allow legs to remain horizontal</li> <li>Move their legs in the harness to push against any footholds</li> <li>Move their legs as high as possible and keep their head as horizontal as possible. Consider the ability for workers to be able to follow these procedures when selecting harnesses</li> <li>Ensure on-site workers are trained and familiar with emergency and evacuation procedures.</li> </ul> </li> </ul>	
OVERALL RISK RATING AFTER CONTROLS			<input type="checkbox"/> 1 - Low <input checked="" type="checkbox"/> 2 - MODERATE <input type="checkbox"/> 3 - High <input type="checkbox"/> 4 - ACUTE	
PERMITS	<input type="checkbox"/> Not applicable <input type="checkbox"/> Hot Work <input type="checkbox"/> Confined Space <input type="checkbox"/> Local council <input type="checkbox"/> ?			
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.	