

Business Name:

Business Address:

ABN/NZBN:

HEIGHTS (WORKING ON 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:

THIS WORK ACTIVITY INVOLVES THE FOLLOWING HAZARDOUS WORK AND ENVIRONMENTAL IMPACTS

- | | | | | |
|---|--|--|--|--|
| <input checked="" type="checkbox"/> Electrical equipment | <input checked="" type="checkbox"/> Elevated levels | <input checked="" type="checkbox"/> Slips, trips and falls | <input checked="" 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 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 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)

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|---|--|---|---|
| <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"/>	

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"> Incorrect system design System collapse 	4A	<p>⚠️ All components of the suspended scaffold designed and approved by a competent person. (e.g. engineer)</p> <ul style="list-style-type: none"> Purpose-built suspended scaffolds must: <ul style="list-style-type: none"> Be verified by an engineer Be clearly marked with the brand name, model number, and serial number Be clearly marked with its capacity and intended use Clearly display the mass in kg of any movable or removable counterweights. <p>⚠️ Before operating the scaffold, a written statement that the scaffold is complete and safe for use supplied by the person responsible for erecting or altering the scaffold.</p>	Supervisor to confirm the correct system
	Falling objects	4A	<ul style="list-style-type: none"> Planning access to the height location: <ul style="list-style-type: none"> Wherever possible, use mechanical methods to deliver materials to the working at height location, e.g. crane. Ensure all crane operators, riggers and doggers are licenced, competent and trained in the activity If delivering material/tools onto a raised platform, liaise with Principal to determine where on the platform, the materials are safe to be dropped to: <ul style="list-style-type: none"> Be able to bear the load Not cause hazards to other trade. 	
2. Implement a Falls Emergency Rescue Plan	Personal injury from fall	4A	<ul style="list-style-type: none"> A reliable means to contact emergency services is available Ensure that all workers on-site are trained and familiar with emergency and evacuation procedures Ensure suspended scaffold fitted with an emergency retrieval device, controlled descent device and an escape-rescue facility. 	Supervisor to ensure the plan is in place

JOB TASK	HAZARDS	RISK	CONTROL MEASURES	RESPONSIBLE PERSON
completion			<ul style="list-style-type: none"> secured to the structure to prevent movement If the site is not secured, park platform in an inaccessible position if possible Remove control box from the platform when not in use Trailing ropes and cables securely stored Protective devices locked onto ropes Electric cables disconnected from the supply Air-lines, disconnected and pressure released. 	workers have signed out Workers to comply with controls
	Security breach	3H	<ul style="list-style-type: none"> All personnel sign-out on Site Register. 	
	Vehicle/people impact	4A	<ul style="list-style-type: none"> Stay to designated access and egress routes Maintain awareness of surroundings at all times. 	
12. Emergency response	<ul style="list-style-type: none"> Injury Fatality Environmental damage 	4A	<ul style="list-style-type: none"> For police, fire or ambulance call '000.' Follow site emergency and evacuation procedures A communication system is available, e.g. a mobile phone or radio Check for dangers to self before helping others Maintain control of the area and stabilise the situation Apply first aid to the injured worker Complete an incident report. 	Supervisors and workers ensure controls followed
	Suspension trauma	4A	<ul style="list-style-type: none"> Document and rehearse post-fall rescue plan 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 The rescue must be able to commence immediately 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 If a suspension may last up to 5 minutes – foothold straps or another way of placing weight on legs must be provided Workers trained to: <ul style="list-style-type: none"> Use a sit – type harness with padded legs to allow legs to remain horizontal Move their legs in the harness to push against any footholds 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 Ensure on-site workers are trained and familiar with emergency and evacuation procedures Ensure EWP fitted with an emergency retrieval device, controlled descent device and an escape-rescue facility. 	

OVERALL RISK RATING AFTER CONTROLS
 1 - Low
 2 - MODERATE
 3 - HIGH
 4 - ACUTE