

Cedar Creek Electrical Safe Work Method Statement 027 – Revision 1 / Date: 01/12/2019

SWMS 027

	Office Location: 269 Mulhollands Rd, Thirlmere NSW 2574	I approve the use of this Safe Work Method Statement: Name: Anthony Silm, Director Signature:  :		Date: 01/12/2019	
Description of Activity	Working with Elevated Work Platforms	Work Site/Project Depot:			
Critical Steps in this Activity	Potential Hazards	Risk Levels	Safety Controls	Residual Risk Levels	Responsibilities
Check that machine is safe to use mechanically.	Machine failure, personal injury	2	Check logbook, hydraulics, tyres, audible alarm, and warning lights	3	Site Supervisor
Check electrical equipment on machine.	Electric shock	1	Check general purpose outlet, residual current device and earth continuity between earth pin and machine frame. Trip test RCD.	3	Site Supervisor
Check surfaces on which the machine is to be used.	Machine instability	2	Use machine only on stable, level surfaces in accordance with the manufacturer's instructions.	3	Site Supervisor
Secure working area.	Personal injuries	2	Barricade working area, erect signs, tie tools on, and secure objects left at height.	3	Site Supervisor
Prevent falls.	Personal injuries	2	Use parachute harness with lanyard and shock absorber. Ensure attachment point is appropriate. Stay wholly within the bucket at all times. Enter or exit bucket only while lowered. Use the machine only in wind less than 12.5 m/sec	3	Site Supervisor
Check services in work area.	Personal injuries	2	Isolate as required.	3	Site Supervisor

Training Required to Complete		Personal Qualifications and Experience		List Codes of Practice, Legislation, Standards which apply to this Activity:	
1. Supervisor to be trained in hazard identification, risk assessment and control.		1. Minimum of trades assistant or apprentice working under a qualified Supervisor.		WHS Act 2011 WHS Regulations 2017 Regulation 2001 and Code of Practice, Electrical Practices for Construction Work.	
2. Supervisor to be certified as a qualified Electrical Supervisor by the Department of Fair Trading.		2. Appropriate industry induction.			
		3. Operators to hold appropriate Certificates of Competency.			
		4. No previous experience required.			
Personnel, Duties and Responsibilities					
1. Supervisor to carry out daily inspections of work site for hazards.					
2. All personnel to maintain a tidy work site.					
List Plant/Equipment/Personal Protective Equipment required for this Activity:		List Equipment Maintenance Checks required for this Activity:		Engineering Certificates /Permits/Approvals required for this Activity <i>eg road closure, utility shutdown, WorkCover notification, demolition licence.</i>	
Boom hoists to be checked in accordance with the manufacture's instructions.		Maintenance to be carried out in accordance with the manufacture's schedule.		AS 3000 and client's specifications	
Person(s) Responsible for Supervising/Inspecting Services:					
Person(s) responsible for supervising the Services, inspecting and approving work areas, work methods, protective measures, plant equipment and power tools NB List of qualifications/experience is held on local files					
Name: Anthony Silm		Position: Director		Signature: 	
For list of names and signatures of staff instructed in this SWMS see training records.					
Frequency of Review: 3 Months or as required					
Consequence		Probability			
		Very Likely	Likely	Unlikely	Very Unlikely
Killed or cause permanent disability		Class 1	Class 1	Class 1	Class 2
Long Term illness or serious injury		Class 1	Class 1	Class 2	Class 2
Medical attention and several days off work		Class 1	Class 2	Class 2	Class 3
First Aid treatment		Class 2	Class 2	Class 3	Class 3
Class 1 - High		The hazard has the potential to kill or permanently disable you.			
Class 2 - Medium		The hazard has the potential to cause serious injury or illness, which would temporarily disable you.			
Class 3 - Low		The hazard has the potential to cause a minor injury which would not disable you			
Controls considered to manage risks: Elimination, Substitution, Isolation, Engineering, Administration, Personal Protective Equipment.					