

Cedar Creek Electrical Safe Work Method Statement 028 – Revision 1 / Date: 01/12/2019

SWMS 028

	<p>Office Location: 269 Mulhollands Rd, Thirlmere NSW 2574</p>	<p>I approve the use of this Safe Work Method Statement: Name: Anthony Silm, Director</p> <p>Signature: </p>		<p>Date: 01/12/2019</p>	
Description of Activity	Using Mobile Scaffolds	Work Site/Project Depot:			
Critical Steps in this Activity	Potential Hazards	Risk Levels	Safety Controls	Residual Risk Levels	Responsibilities
Erect scaffold in accordance with the manufactures or supplier's instructions.	Unstable ground. Overturning. Collapse. Falling.	2	Place appropriate sole boards under standards.	3	Site Supervisor
Check surfaces on which the scaffold is to be used.	Electric shock Scaffold instability.	1 2	Ensure handrails are fitted as erection proceeds. Use fall protection as appropriate. Ensure safe distances are maintained from conductors. Use scaffold only on stable, level surfaces in accordance with the manufacture'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. Wear appropriate personal protective equipment. Always stay wholly within the scaffold.	3	Site Supervisor
Observe safe work procedures.	Personal injuries.	2	Use appropriate fall protection. Ensure SWL is observed and wheels are locked when in working position. Use the scaffold 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. Erectors to hold appropriate Certificates of Competency.			
Personnel, Duties and Responsibilities	4. No previous experience required.			
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>		
Scaffolds 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.				