



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
 premiumscaffoldsolutions@gmail.com

'Safe Work and Environmental Method Statement'.

| | | | | | | | |
|-----------------------------|------------------------------------|--------------------------|----------------|---------------------|--|-------------------------------|--------------------------------------|
| Contractor: | Premium Scaffold Solutions Pty Ltd | ABN # | 42 149 568 981 | Address: | U5 8/10 Tullamarine Park Road TULLAMARINE VIC 3043 | | |
| Workplace / Project: | | | | | | | |
| WRA Referred to: | Workplace Risk Assessment | Specific Clauses: | 8 | Date of WRA: | | File Name/ No: of WRA. | 1000F1 OHS Workplace Risk Assessment |

SWEMS 0002 – INSTALLATION & DISMANTLING OF 3 PLANK HANGERS | PERIMETER RAIL

| Scope of Work: - Describe the work / task or process required. Include in the scope of work | | Required PPE | | Plant Required | |
|---|---|--------------------------|---|----------------------------|---|
| | | | | | |
| 1) What you are doing? | | Eye Protection (Glasses) | ✓ | Forklift | ✓ |
| 2) Where you are doing it? | | Eye Protection (Goggles) | | Mobile Crane | ✓ |
| 3) What plant, equipment and materials you are planning to use? | | Protective Footwear | ✓ | Truck / Transport | ✓ |
| 4) What trades are involved; and specifics like terrain, work at heights, weights of equipment and materials? | | High Visibility Clothing | ✓ | Elevated Work Platform | ✓ |
| 5) Consider the working environmental impacts from both Safety & Environmental factors. | | Hard Hat | ✓ | Ladder | ✓ |
| | | Long Sleeves/Pant | ✓ | Industrial Platform Ladder | ✓ |
| | | Gloves | ✓ | Hangers | ✓ |
| | | Hammer Drill | ✓ | Support Brackets | ✓ |
| 1 | Erection/ Dismantling of 3 Plank Hangers | Saw | ✓ | Various Lengths of Rails | ✓ |
| 2 | Domestic / Commercial Sites | Hearing Protection | ✓ | EWP | ✓ |
| 3 | Crane, fork lift, scissor lift, scaffold components | Impact Driver | ✓ | Various Lengths of Planks | ✓ |
| 4 | Scaffolders | Personal Fall Arrest | ✓ | Non-Powered Hand Tools | ✓ |
| 5 | Site Conditions / Weekly Maintenance Checks | Protective Clothing | ✓ | Scaffold | ✓ |

| | | | | | |
|--------------------------|------------------|-------------------|--|--------------|--|
| PSS Site Manager: | Anthony Caccamo | SIGNATURE: | | DATE: | |
| PSS Supervisor: | Emmanuel Caccamo | SIGNATURE: | | DATE: | |
| PSS Supervisor: | David Caccamo | SIGNATURE: | | DATE: | |
| PSS: | Vern Jahnke | SIGNATURE: | | DATE: | |

PREMIUM SCAFFOLD SOLUTIONS HEALTH AND SAFETY REPRESENTATIVES CONSULTED



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS
PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| | | | | | | |
|--|---|---|--------------------------------------|----|--|----|
| SUPERVISOR OF THE WORK | Emmanuel Caccamo & David Caccamo C/o Premium Scaffold Solutions | QUALIFICATIONS & EXPERIENCE OF SUPERVISOR OF THE WORK | 10 YEARS+ | | | |
| HAZARDOUS SUBSTANCES TO BE BROUGHT TO AND/OR PRESENT ON SITE | | | | | | |
| Product Name | | | MSDS (attached) | | Are suitable controls identified within this SWEMS to address the risks listed in the MSDS | |
| | | | Yes | No | Yes | No |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| PERSONNEL DETAILS | | | | | | |
| All competencies, skills and or instruction required and conducted must be recorded on the training matrix attached to this SWEMS, | | | | | | |
| Occupations Trades/Skills/Work Teams | | Ticketed / skilled personnel: | Scaffolders | | | |
| | | General work team: | Yes | | | |
| | | Apprentices: | No | | | |
| Qualifications / Permit Required | | Certificate of Competency as required for prescribed works, Applicable Class Drivers Licence, Heavy Vehicle Licence (MR), Construction Industry Induction Card. | | | | |
| Training required to perform tasks required in this SWEMS | | Construction Industry General Induction Workplace Specific Induction Induction in to this SWMS | Details of Maintenance Checks | | Weekly checks of vehicles, 3 months testing and tagging of tools, Inspection of components, pre-start check EWP (if required). | |



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS
PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| CONSEQUENCES | | OHS SAFETY EXAMPLE | ENVIRONMENTAL IMPACT EXAMPLE | BUSINESS IMPACT EXAMPLE | | CONTROL METHOD | | DESCRIPTION | POINT REDUCTION | MINIMUM POINTS | Most Preferred | | | |
|-------------------|----------------|--|------------------------------|--|--------------------|-----------------|-----------------|--|-------------------------------------|----------------|--|----|---|-----------------|
| Insignificant | 1 | First aid reportable no treatment required, Near Miss. | On site reversible | Loss of ½ day from project | | Elimination | A | Eliminate a hazardous substance or a process that is not required for a system of work. | 25 | 0 | | | | |
| Minor | 2 | First aid treatment | On site irreversible | Loss of 1 day from project resulting in modification to the program. | | | | | | | | | | |
| Moderate | 3 | Medical Treatment required (MTI) | Off site reversible | Loss 1 week. | | Substitution | B | Substitute a hazardous substance or a process for a less hazardous material or process. The risk assessment process must be completed for the substituted process or material. | 20 | 1 | | | | |
| Major | 4 | Lost Time Injury (LTI), Disabling Injury (DI), MTI resulting in restriction of duties. | Off site irreversible | Loss of 1 month or intellectual property. | | | | | | | | | | |
| Catastrophic | 5 | Fatality, Permanent Disability, loss of production capability | Major incident | Total failure of the project. | | Isolation | C | Enclosing or isolating a hazard such as a toxic substance, plant or process from persons, to eliminate or reduce the risk of injury or disease. | 15 | 1 | | | | |
| | | | | | CONSEQUENCE | | | | | | | | | |
| | | | | | INSIGNIFICANT | MINOR | MODERATE | MAJOR | CATASTROPHIC | | | | | |
| | | | | | 1 | 2 | 3 | 4 | 5 | | | | | |
| LIKELIHOOD | ALMOST CERTAIN | Is expected to occur in most circumstances. | a | 11 MODERATE | 16 VERY HIGH | 20 VERY HIGH | 23 EXTREME | 25 EXTREME | Engineering | D | Changing process, equipment or tools, for example: Machine guards and machine operation controls; Ventilation to remove chemical fumes and dusts, and using wetting down techniques to minimise dust levels; Changing layout of work levels to minimise bending and twisting during manual handling. | 10 | 2 | |
| | LIKELY | Will probably occur in most circumstances. | b | 7 MODERATE | 12 MODERATE | 17 VERY HIGH | 21 VERY HIGH | 24 EXTREME | | | | | | |
| | POSSIBLE | Might occur at sometime. | c | 4 LOW | 8 MODERATE | 13 MODERATE | 18 VERY HIGH | 22 VERY HIGH | | | | | | |
| | UNLIKELY | More likely not to occur under normal circumstances. | d | 2 LOW | 5 LOW | 9 MODERATE | 14 MODERATE | 19 VERY HIGH | | | | | | |
| | RARE | May occur in exceptional circumstances. | e | 1 LOW | 3 LOW | 6 LOW | 10 MODERATE | 15 VERY HIGH | | | | | | |
| RISK SCORE | | | | | | | | | | | | | | |
| POINTS | | RESULT DESCRIPTION | | | | | | FURTHER ACTION REQ'D | | | | | | |
| 0 – 6 | | Acceptable | | | | | | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> | | | | | | |
| 7 – 14 | | Acceptable only when all practicable control methods have been investigated, a score of seven (7) has been determined as a significant risk. | | | | | | YES <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/> | | | | | | |
| 15 – 22 | | Further controls to be investigated and implemented prior to work commencing. | | | | | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | | | | | |
| 23 + | | Work not to commence. | | | | | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | | | | | |
| | | | | | | | | | Personal Protective Equipment (PPE) | F | Devices and clothing which provide individual persons with some protection from hazards. An effective personal protective clothing and equipment system requires considerable effort by the employer to ensure that: Proper protective devices are selected; Employees are individually fitted; Proper instruction on the need for and use of, personal protective clothing and equipment is provided, standards are enforced. And an effective system of cleaning and maintenance is devised. | 3 | 5 | Least Preferred |
| | | | | | | | | | | | | | | |



SAFE WORK ENVIRONMENTAL METHOD STATEMENT

| WORK SEQUENCE BASIC JOB STEPS | POTENTIAL HAZARDS | Risk Score | PROPOSED ACTION / CONTROL MEASURE | Control Point Reduction | Residual risk | ACTION BY |
|--|--|--------------------|--|-------------------------------|------------------|--|
| Break the job down into steps. Each step should accomplish some major task and be in a logical sequence | Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | Assess the Risk | Specify what action/procedures will be taken to eliminate or minimise the hazards, the risk of injury/damage, and/or potential severity factors. Including the measure to be taken to ensure the proposed controls will be maintained. | Assess the Risk | | Specify Person(s) Responsible |
| STEP 1 - General Planning Site Preparation Identifying Overhead Hazards | <ul style="list-style-type: none"> Inadequate training multiple risks | C/3/13 | <ul style="list-style-type: none"> ✓ Qualified scaffolders | E/5 | 8 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Hot weather Dizziness, dehydration, illness | B/3/17 | <ul style="list-style-type: none"> ✓ Where practicable schedule tasks to cooler times of the day, ✓ Use wide brimmed safety helmet cover rehydrate, ✓ Relocate when exposed to direct sunlight over 32° C | E/5 | 12 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Wet weather Slips trips falls Sprains Strains | B/3/17 | <ul style="list-style-type: none"> ✓ No work in rain | A/25 | 12 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Muddy/ Wet/ Debris Slips, trips, falls, sprains strains Slippery surfaces | B/3/17 | <ul style="list-style-type: none"> ✓ Notify supervisor no works | E/5 | 12 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Access to work area Slips, trips, falls, Sprains, strains Poor access or housekeeping | B/3/17 | <ul style="list-style-type: none"> ✓ Defined walkways uncluttered and unobstructed maintained | D/10 | 12 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Lighting: Insufficient light, Slips, trips, falls Walking into objects | B/2/12 | <ul style="list-style-type: none"> ✓ Access ways to be sufficiently lit | D/10 | 7 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> UV Exposure: Exposure to Ultra violet light | A/2/16 | <ul style="list-style-type: none"> ✓ Correct PPE, use wide brimmed safety helmet cover rehydrate, Sunscreen | F/3 | 11 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Noise: Hearing loss permanent damage | C/4/14 | <ul style="list-style-type: none"> ✓ Relocate works where practicable, use hearing protection | F/3 | 9 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Public/ Pedestrian: Slips trips falls Scaffold material Exposure to work area | C/3/13 | <ul style="list-style-type: none"> ✓ Isolate area from public, barricading, signage, hoarding, delineation | C/10 | 8 | Scaffolders, Installers & Assistants |



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| WORK SEQUENCE BASIC JOB STEPS | POTENTIAL HAZARDS | Risk Score | PROPOSED ACTION / CONTROL MEASURE | Control Point Reduction | Residual risk | ACTION BY |
|--|---|--------------------|--|-------------------------------|------------------|--|
| Break the job down into steps. Each step should accomplish some major task and be in a logical sequence | Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | Assess the Risk | Specify what action/procedures will be taken to eliminate or minimise the hazards, the risk of injury/damage, and/or potential severity factors. Including the measure to be taken to ensure the proposed controls will be maintained. | Assess the Risk | | Specify Person(s) Responsible |
| STEP 1 - General Planning Site Preparation Identifying Overhead Hazards | <ul style="list-style-type: none"> Proximity to Powerlines: electrocution | D/5/19 | <ul style="list-style-type: none"> ✓ Risk assessment, No Go Zones, power authority written notification | C/15 | 14 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Vehicle Damage: Damage to scaffold Injury to workers Injury to public | C/3/13 | <ul style="list-style-type: none"> ✓ Council permits, ✓ Power authorities, ✓ Traffic management, ✓ Guarding/barricading | D/10 | 8 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Cranes: Damage to scaffold Injury to employees/public | D/4/14 | <ul style="list-style-type: none"> ✓ No obstructions, overlong components that may interfere with crane movement | E/5 | 9 | Scaffolders, Installers & Assistants |
| | <ul style="list-style-type: none"> Underground Services: Weight of scaffold erected on top of underground services may damage them | C/5/15 | <ul style="list-style-type: none"> ✓ Identify underground services, ensure adequate weight distribution | E/5 | 10 | Scaffolders, Installers & Assistants |
| STEP 2 - Unloading of scaffold materials | <ul style="list-style-type: none"> Delivery & unloading of scaffold materials may cause injury to workers or general public | C/3/13 | <ul style="list-style-type: none"> ✓ Co-ordinate delivery & unloading prior to arrival of workers or set up exclusion zones ✓ Schedule crane /forklift times | E/5 | 8 | Scaffolders, Installers & Assistants |
| STEP 3 – Storage of scaffold materials | <ul style="list-style-type: none"> Limited access to work area Overloading of floors, damage to other plant | C/3/13 | <ul style="list-style-type: none"> ✓ Allocate specific storage areas taking into account quantity & weight | E/5 | 8 | Scaffolders, Installers & Assistants |
| STEP 4 – Installing Perimeter Rail / 3 Plank Systems | <ul style="list-style-type: none"> Strains, sprains Manual handling, Falls, Incorrect use of harness (if used). | C/4/18 | <ul style="list-style-type: none"> ✓ Installers to be trained and confident. ✓ Inspect safety Harness and adjustable lanyard and all components prior to use. ✓ Manual handling techniques, | E/5 | 13 | Scaffolders, Installers & Assistants |



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| WORK SEQUENCE BASIC JOB STEPS | POTENTIAL HAZARDS | Risk Score | PROPOSED ACTION / CONTROL MEASURE | Control Point Reduction | Residual risk | ACTION BY |
|--|--|--------------------|---|-------------------------------|------------------|--|
| Break the job down into steps. Each step should accomplish some major task and be in a logical sequence | Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | Assess the Risk | Specify what action/procedures will be taken to eliminate or minimise the hazards, the risk of injury/damage, and/or potential severity factors. Including the measure to be taken to ensure the proposed controls will be maintained. | Assess the Risk | | Specify Person(s) Responsible |
| STEP 5 – Installation of Hangers and Rail | <ul style="list-style-type: none"> Manual handling Falls Incorrect install of hangers & rails | C/4/18 | <ul style="list-style-type: none"> ✓ Manual handling techniques ✓ Inspect all components for damage before installing ✓ Screws used for fixing brackets must be industrial rated ✓ Ensure all screws are correctly fixed for all brackets that utilize screws as per installation ✓ If platform is pre-truss, top plate corner braces and back braces must be installed as per installation manual ✓ Ensure fall prevention in upper storey windows /doors and balconies has been implemented ✓ Install all components including hangers behind frames ✓ Access points to be installed and signed also allowing a continuous installation rail in one direction so that plans & rail can be fitted safely & correctly ✓ Ensure all L bolts on al set ups are tight where applicable. | E/5 | 13 | Scaffolders, Installers & Assistants |



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| WORK SEQUENCE BASIC JOB STEPS | POTENTIAL HAZARDS | Risk Score | PROPOSED ACTION / CONTROL MEASURE | Control Point Reduction | Residual risk | ACTION BY |
|--|---|--------------------|--|-------------------------------|------------------|--|
| Break the job down into steps. Each step should accomplish some major task and be in a logical sequence | Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | Assess the Risk | Specify what action/procedures will be taken to eliminate or minimise the hazards, the risk of injury/damage, and/or potential severity factors. Including the measure to be taken to ensure the proposed controls will be maintained. | Assess the Risk | | Specify Person(s) Responsible |
| STEP 6 - Installing Planks onto Hangers | <ul style="list-style-type: none"> Manual handling Falls Incorrect install of planks | C/4/18 | <ul style="list-style-type: none"> ✓ Manual handling techniques ✓ Before gaining access to work areas to install rail to posts ✓ Ensure standards are spaced no more than 3 metres apart (no plank ties) or 3.6 metres when using plank ties ✓ All appropriate corner sections of rail applicable are installed so that continuous rail installation in one direction can be achieved safely from behind secured rail. ✓ Ensure all hangers are secured in place with locking pins in knuckles prior to installing planks ✓ When installing spanning returns of planks & rail that are not supported by hangers are safe protection method is to be used. ✓ System to be installed at a fast-safe pace. | E/5 | 13 | Scaffolders, Installers & Assistants |
| STEP 7 – Installing Rail | <ul style="list-style-type: none"> Manual handling Falling Objects Rail lengths slipping Damage to property Rail System failure Incorrect overlapping Height of Rail | C/4/18 | <ul style="list-style-type: none"> ✓ Manual handling techniques ✓ Exclusion zone below works ✓ Ensure when learning sets of rails up, pre-installation, they are leant against a secure post or structure and are not going to slip in any direction, especially in windy conditions. ✓ Ensure all rail is secured and continuously “tied together” throughout installation ✓ Ensure all rail joiners are fitted to joins of rail. | E/5 | 13 | Scaffolders, Installers & Assistants |



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| WORK SEQUENCE BASIC JOB STEPS | POTENTIAL HAZARDS | Risk Score | PROPOSED ACTION / CONTROL MEASURE | Control Point Reduction | Residual risk | ACTION BY |
|--|--|--------------------|---|-------------------------------|------------------|--|
| Break the job down into steps. Each step should accomplish some major task and be in a logical sequence | Identify the hazards associated with each step. Examine each to find possibilities that could lead to an accident | Assess the Risk | Specify what action/procedures will be taken to eliminate or minimise the hazards, the risk of injury/damage, and/or potential severity factors. Including the measure to be taken to ensure the proposed controls will be maintained. | Assess the Risk | | Specify Person(s) Responsible |
| STEP 8 – Dismantle (all steps in reverse) | <ul style="list-style-type: none"> • Manual handling • Falling materials • Damage to property | C/3/13 | <ul style="list-style-type: none"> ✓ Manual handling techniques ✓ Position truck as close to working area as possible, ✓ Inform all trades on site of intention to work in area. ✓ Dismantle system in reverse order to installing using all control measures above for all hazards ✓ When dismantling ensure equipment is passed down. ✓ Exclusion zone setup sign | E/5 | 8 | Scaffolders, Installers & Assistants |



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

| As Per Workplace Safety Management Plan | Tick (✓) when applicable | | Tick (✓) when applicable |
|--|--------------------------|--|--------------------------|
| LEGISLATION | | <ul style="list-style-type: none"> AS 1418.3: 1997 Cranes (including hoists and winches) Part 3: Bridge, gantry and portal cranes | |
| <ul style="list-style-type: none"> Building Fire and Safety Regulation 2008 | | <ul style="list-style-type: none"> AS 1418.4: 2004 Cranes, hoists and winches - Tower cranes | |
| <ul style="list-style-type: none"> Dangerous Goods Safety Management Act 2001 | | <ul style="list-style-type: none"> AS 1418.6: 2004 Cranes, hoists and winches - Guided storing and retrieving appliances | |
| <ul style="list-style-type: none"> Electrical Safety Act 2002 | | <ul style="list-style-type: none"> AS 1418.7: 1999 Cranes (including hoists and winches) - Builders hoists and associated equipment | |
| <ul style="list-style-type: none"> Electrical Safety Regulation 2002 | | <ul style="list-style-type: none"> AS 1418.8: 2008 Cranes, hoists and winches - Special purpose appliances | |
| <ul style="list-style-type: none"> Occupational Health and Safety Act 2004 | ✓ | <ul style="list-style-type: none"> AS/NZS 1418.9: 1996 Cranes (including hoists and winches) Part 9: Vehicle hoists | |
| <ul style="list-style-type: none"> Occupational Health and Safety Regulations 2007 | ✓ | <ul style="list-style-type: none"> AS 1418.10(Int): 2004 Cranes, hoists and winches - Elevating work platforms | |
| <ul style="list-style-type: none"> Work Safe - General Safety Induction (Construction Industry) Training | ✓ | <ul style="list-style-type: none"> AS 1418.12: 1991 Cranes (including hoists and winches) Part 12: Crane collector systems | |
| CODES OF PRACTICE AND OTHER | | <ul style="list-style-type: none"> AS 1418.13: 1996 Cranes (including hoists and winches) Part 13: Building maintenance units | |
| <ul style="list-style-type: none"> First Aid 2004 | | <ul style="list-style-type: none"> AS 1418.14: 1996 Cranes (including hoists and winches) Part 14 | |
| <ul style="list-style-type: none"> Hazardous Substances 2003 | | <ul style="list-style-type: none"> AS 1418.15: 1994 Cranes (including hoists and winches) Part 15: Concrete placing equipment | |
| <ul style="list-style-type: none"> Storing and Handling of Dangerous Goods 2000 | | <ul style="list-style-type: none"> AS 1418.16: 1997 Cranes (including hoists and winches) Part 16: Mast climbing work platforms | |
| <ul style="list-style-type: none"> Manual Handling 20th April 2000 | ✓ | <ul style="list-style-type: none"> AS 1418.17: 1996 Cranes (including hoists and winches) Part 17: Design and construction of workboxes | |
| <ul style="list-style-type: none"> Manual Tasks involving the Handling of People 2004 | ✓ | <ul style="list-style-type: none"> AS 1418.18: 2001 Cranes (including hoists and winches) Part 18: Crane runways and monorails | |
| <ul style="list-style-type: none"> Mobile Crane 2006 | | <ul style="list-style-type: none"> AS/NZS 1892 Portable Ladders | |
| <ul style="list-style-type: none"> Noise 2004 | | <ul style="list-style-type: none"> AS/NZS 1576.1: 1995 Scaffolding - General requirements | ✓ |
| <ul style="list-style-type: none"> Plant 2005 | | <ul style="list-style-type: none"> AS/NZS 1576.2: 2009 Scaffolding - Couplers and accessories | ✓ |
| <ul style="list-style-type: none"> Prevention of Workplace Harassment 2004 | | <ul style="list-style-type: none"> AS/NZS 1576.3: 1995 Scaffolding - Prefabricated and tube-and-coupler scaffolding | ✓ |
| <ul style="list-style-type: none"> Risk Management 2007 | | <ul style="list-style-type: none"> AS/NZS 1576.5: 1995 Scaffolding - Prefabricated split heads and trestles | ✓ |
| <ul style="list-style-type: none"> Scaffolding 2009 | | <ul style="list-style-type: none"> AS/NZS 1576.6: 2000 Scaffolding - Metal tube-and-coupler scaffolding | ✓ |
| <ul style="list-style-type: none"> Steel Construction 2004 | | <ul style="list-style-type: none"> AS/NZS 1715: 2009 Selection, use and maintenance of respiratory protective equipment | |
| <ul style="list-style-type: none"> Tilt Up and Pre-Cast Construction Industry 2003 | | <ul style="list-style-type: none"> AS/NZS 1269.1: 2005 Occupational noise management | |
| <ul style="list-style-type: none"> Prevention of Falls in Housing Construction 2010 | ✓ | <ul style="list-style-type: none"> AS/NZS 1269.4: 2005 Occupational noise management - Auditory assessment | |
| <ul style="list-style-type: none"> How to Manage Work Health & Safety Risks-Safe Work Australia 2011 | ✓ | <ul style="list-style-type: none"> AS/NZS 1270: 2002 Acoustics - Hearing protectors | |
| <ul style="list-style-type: none"> Hazardous Manual Tasks-Safe Work Australia 2011 | ✓ | <ul style="list-style-type: none"> AS/NZS 1891: Industrial fall-arrest systems and devices | |
| <ul style="list-style-type: none"> Traffic Management for Construction or Maintenance Work 2008 | | <ul style="list-style-type: none"> AS1216: 2006 Class Labels for Dangerous Goods | |
| <ul style="list-style-type: none"> Manual of Uniform Traffic Control Devices Part 3 April 2010 | | <ul style="list-style-type: none"> AS1940: 2004 The Storage and Handling of Flammable and Combustible Liquids | |
| <ul style="list-style-type: none"> Managing the Risk of Falls at Workplaces-Safe Work Australia-2011 | ✓ | <ul style="list-style-type: none"> HB76: 2004 Dangerous Goods – Initial Emergency Response Guide | |
| AUSTRALIAN AND INTERNATIONAL STANDARDS | | <ul style="list-style-type: none"> AS/NZS 1850: 2009 Portable Fire Extinguishers – Classifications, rating and performance testing | |
| <ul style="list-style-type: none"> AS/NZS 1269.1: 2005 – Occupational Noise Management | | <ul style="list-style-type: none"> AS/NZS 2293.2: 1995 Emergency Evacuation Lighting for Buildings – Inspections and Maintenance | |
| <ul style="list-style-type: none"> AS/NZS 1269.4: 2005 Occupational Noise Management – Auditory Assessment | | <ul style="list-style-type: none"> AS2444: 2001 Portable Fire Extinguishers and Fire Blankets – Selection and Location | |
| <ul style="list-style-type: none"> AS1418 Cranes, Hoists and Winches | | <ul style="list-style-type: none"> AS/NZS 3760: 2003 In-service Safety Inspection and Testing of Electrical Equipment | |
| <ul style="list-style-type: none"> AS/NZS 1716: 2003 Respiratory Protective Devices | | <ul style="list-style-type: none"> AS/NZS 2293.2: 1995 Emergency Evacuation Lighting for Buildings – Inspections and Maintenance | |
| <ul style="list-style-type: none"> AS/NZS 1680 Interior Lighting – Safe Movement | | <ul style="list-style-type: none"> AS2444: 2001 Portable Fire Extinguishers and Fire Blankets – Selection and Location | |
| <ul style="list-style-type: none"> AS/NZS 1873 Power-actuated (PA) Hand Held Fastening Tools | | <ul style="list-style-type: none"> AS/NZS 3760: 2003 In-service Safety Inspection and Testing of Electrical Equipment | |
| <ul style="list-style-type: none"> AS1940: 2004 The Storage and Handling of Flammable and Combustible Liquids | | <ul style="list-style-type: none"> DGSM Information Paper No. 3: Minor Storage of Stated Dangerous Goods and Combustible Liquids | |
| <ul style="list-style-type: none"> AS/NZS 2293 Emergency Escape Lighting and Exit Signs | | <ul style="list-style-type: none"> DGSM Information Paper No. 6: Carrying out a Risk Assessment for Dangerous Goods | |
| <ul style="list-style-type: none"> AS/NZS 2865: 2009 Safe Working in a Confined Space | | <ul style="list-style-type: none"> DES Publication: LP Gas – Storage and Handling of LP Gas under the DGSM Act | |
| <ul style="list-style-type: none"> AS2985: 2009 Workplace Atmospheres | | <ul style="list-style-type: none"> HB59: 1994 Ergonomics – The Human Factors – A practical approach to work systems design | |
| <ul style="list-style-type: none"> AS 4994 Temporary Roof Edge Protection for Housing & Residential Buildings | ✓ | <ul style="list-style-type: none"> AS/NZS4688.1: 2007 Furniture – Fixed Height Chairs – Human Interface and general requirements | |
| <ul style="list-style-type: none"> AS/NZS 2550: 2002 Cranes, Hoists and Winches – Safe Use | | <ul style="list-style-type: none"> AS2030.1: 2009 Gas Cylinders – General Requirements | |
| <ul style="list-style-type: none"> AS 1418.1: 2002 Cranes, hoists and winches - General requirements | | <ul style="list-style-type: none"> AS 2441: 2005 (Amdt 1 2009) Installation of Fire Hose Reels | |
| <ul style="list-style-type: none"> AS 1418.2: 1997 Cranes (including hoists and winches) Part 2 - Serial hoists and winches | | <ul style="list-style-type: none"> AS1768 – Lightning Protection | |
| <ul style="list-style-type: none"> AS3610-1995 Formwork in Concrete | | <ul style="list-style-type: none"> AS4289: 1995 Oxygen and Acetylene Gas Reticulation Systems | |

Manual Handling Assessment & Information

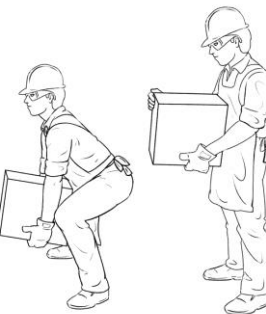
THINK SAFE MANUAL HANDLING BY ASKING THE FOLLOWING...

1. Must the load be moved?
2. Must the load be lifted?
3. Can it be moved using mechanical aids?
4. Can the load size be reduced?
5. Can assistance be gained?
6. Is the load too heavy to lift safely?



FACTORS TO CONSIDER WHEN PLACING OR PUTTING DOWN A LOAD

1. Plan exactly where you are going to put the load
2. Be careful with your fingers
3. Don't lean forward to position the load
4. Don't lift heavy loads above the shoulders when unloading
5. Remember that lifting and placing loads is done more easily at waist height



RULES FOR THE SAFE CARRYING OF LOADS

1. Don't twist your body when carrying a load
2. Don't restrict your vision with a load
3. Don't change your grip on a load unless you have the load supported
4. Always face the direction in which you are travelling
5. Watch your footing
6. Keep a firm grip on the load
7. Keep your arms tucked in
8. Keep the load close to your body



PREMIUM SCAFFOLD SOLUTIONS

SAFE WORK ENVIRONMENTAL METHOD STATEMENT

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

SWMS Communication and Consultation Record

I, the undersigned confirm that the (1) SWMS has been explained to me (2) its contents are clearly understood by me (3) my qualifications are current to undertake this activity (4) I have been consulted with regard to the SWMS content (5) I will comply with the SWMS otherwise work will stop immediately.

| | | | | | |
|-------|-------------------------------------|--|-----------|-----------|-------|
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |
| Name: | Qualifications: Licenses/Tickets | | Signature | Date: / / | Time: |



PREMIUM SCAFFOLD SOLUTIONS

**SAFE WORK ENVIRONMENTAL
METHOD STATEMENT**

PREMIUM SCAFFOLD SOLUTIONS

PO BOX 686 PASCOE VALE VIC 3044
premiumscaffoldsolutions@gmail.com

***This page has been left blank intentionally.**