

# SAFE WORK METHOD STATEMENT (Erecting, Altering, Dismantling Scaffold)












Authorized By: \_\_\_\_\_

Rev: 1 03/12/2024

COMPANY DETAILS		
Name: XXX	ABN: XXX	Address: XXX

<b>TASK NAME / ACTIVITY</b>	Erecting, Altering, Dismantling Scaffold
<b>SITE / PROJECT NAME</b>	XXX

CODES OF PRACTICE		
Construction work	First aid in the workplace	How to manage work health and safety risks
Managing the work environment and facilities	Work health and safety consultation, cooperation and coordination	Work near overhead power lines

PERSONAL PROTECTIVE EQUIPMENT								
								
<input checked="" 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 type="checkbox"/>
Hard Hat	High Vis Clothing	Safety Glasses	Respiratory Protection	Face Shield	Safety Boots	Safety Gloves	Hearing Protection	Other

HIGH RISK CONSTRUCTION WORK		
<input type="checkbox"/> Risk of a person falling more than 2 metres	<input type="checkbox"/> Work on a telecommunication tower	<input type="checkbox"/> Demolition of load-bearing structure
<input type="checkbox"/> Likely to involve disturbing asbestos	<input type="checkbox"/> Work on or near pressurised gas mains or piping	<input type="checkbox"/> Work in or near a confined space
<input checked="" type="checkbox"/> Work in or near a shaft or trench deeper than 1.5m or a tunnel	<input type="checkbox"/> Use of explosives	<input type="checkbox"/> Temporary load-bearing support for structural alterations or repairs

<input type="checkbox"/> Work in or near water or liquid that involves a risk of drowning	<input checked="" type="checkbox"/> Work on or near energised electrical installations or services	<input type="checkbox"/> Work that may have a contaminated or flammable atmosphere
<input type="checkbox"/> Tilt-up or precast concrete elements	<input type="checkbox"/> Diving work	<input checked="" type="checkbox"/> Work in an area with movement of powered mobile plant
<input type="checkbox"/> Work in areas with artificial extremes of temperature	<input type="checkbox"/> Work on or near chemical, fuel or refrigerant lines	<input type="checkbox"/> Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians

Job / Task	Hazards / Risks	Initial Risk	Control Measures	Residual Risk	Responsibility
Erect Scaffold	Falls from height, falling objects	High	Use of fall arrest systems Secure tools and materials Erect exclusion zones	Medium	Site Supervisor
Inspect Scaffold	Structural failure, improper assembly	Medium	Conduct pre-use inspections Ensure compliance with design specifications	Low	Qualified Inspector
Dismantle Scaffold	Collapse, manual handling injuries	High	Follow dismantling procedures Use mechanical aids for heavy components	Medium	Team Leader
Work Near Power Lines	Electrocution	High	Maintain safe distances Use insulated tools	Low	Site Supervisor
Scaffold Maintenance	Equipment failure	Medium	Regular maintenance checks Replace damaged components	Low	Maintenance Personnel

Worker Sign off		Worker Sign off	
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### Reference Documents

- Construction work - [https://www.safework.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0014/52151/Construction-work-COP.pdf](https://www.safework.nsw.gov.au/__data/assets/pdf_file/0014/52151/Construction-work-COP.pdf)
- First aid in the workplace - [https://www.safework.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0015/52152/First-aid-in-the-workplace-COP.pdf](https://www.safework.nsw.gov.au/__data/assets/pdf_file/0015/52152/First-aid-in-the-workplace-COP.pdf)
- How to manage work health and safety risks - [https://www.safework.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0012/50070/How-to-manage-work-health-and-safety-risks-COP.pdf](https://www.safework.nsw.gov.au/__data/assets/pdf_file/0012/50070/How-to-manage-work-health-and-safety-risks-COP.pdf)
- Managing the work environment and facilities - [https://www.safework.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0016/50074/Managing-the-work-environment-and-facilities.pdf](https://www.safework.nsw.gov.au/__data/assets/pdf_file/0016/50074/Managing-the-work-environment-and-facilities.pdf)
- Work health and safety consultation, cooperation and coordination - [https://www.safework.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0013/50071/Code-of-practice\\_WHS-consultation-cooperation-and-coordination\\_February-2022.pdf](https://www.safework.nsw.gov.au/__data/assets/pdf_file/0013/50071/Code-of-practice_WHS-consultation-cooperation-and-coordination_February-2022.pdf)
- Work near overhead power lines - [https://www.safework.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0020/52832/Work-near-overhead-power-lines-code-of-practice.pdf](https://www.safework.nsw.gov.au/__data/assets/pdf_file/0020/52832/Work-near-overhead-power-lines-code-of-practice.pdf)