

# SAFE WORK METHOD STATEMENT FOR ERECTION OF STRUCTURAL STEEL

## SAFE WORK METHOD STATEMENT INCORPORATES RISK ASSESSMENT

<b>Client/Principal Contractor</b>	Insert client and/or PC name	<b>Project Address:</b>	Insert the project's address
<b>Company Address:</b>	Insert your company address	<b>Phone Number:</b>	Insert your business number
<b>SWMS Prepared By:</b>	Insert person	<b>In Consultation With:</b>	Refer to Consultation and Sign-Off Record
<b>SWMS Approved By:</b>	Insert person	<b>Distribution To:</b>	All persons involved in the work scope
<b>SWMS Date:</b>	Insert date	<b>Review:</b>	Add 12 months if required
<b>Person(s) responsible for implementing, monitoring and compliance to the SWMS:</b>	Insert person(s)	<b>Responsible Person(s):</b>	Insert person(s) and business number
<b>Work Scope Description:</b>	The erection of structural steel, and other components, lifting and moving components into position.		
<b>List the qualifications and training requirements for this activity:</b>	<ul style="list-style-type: none"> <li>• Instruction in safe work method statement.</li> <li>• Ability to develop and a safe erection sequence.</li> <li>• Understanding of manufacturer's instructions and recommendation with any equipment used to erect the steel and, if working at height, the use of fall protection.</li> </ul>		
<b>Details of inspections and maintenance checks required for this activity:</b>	<ul style="list-style-type: none"> <li>• Inspection to be undertaken on all support and bracing systems.</li> <li>• Inspection to be carried out on the crane and rigging/lifting equipment.</li> <li>• Inspection to be carried out on any edge protection, fall arrest, fall restraint, ladders, scaffold or other equipment used in the prevention/arrest of a fall.</li> </ul>		
<b>Are there any other safety measures that may be required?</b>	All workers must comply with all additional safe work procedures, plans rules and instructions given by an authorised person in control of the workplace.		
<b>Legislative References:</b>	<ul style="list-style-type: none"> <li>• Work Health and Safety Act</li> <li>• Work Health and Safety Regulation</li> <li>• How to Manage Work Health and Safety Risks Code of Practice</li> <li>• Managing the Risk of Falls at Workplaces Code of Practice</li> <li>• Steel Construction Code of Practice</li> <li>• Australian Standard 4100 – Steel Structures</li> <li>• Australian Standard 1170 – Structural Design Actions - General Principles</li> </ul>		

JOB STEP		POTENTIAL HAZARDS Identify the hazards relating to health and safety with each step	RISKS Identify the risks to health and safety related to each step	LIKELIHOOD	CONSEQUENCE	INITIAL RISK SCORE	CONTROL MEASURES, CHECKS AND MONITORING Decide on what actions are necessary to eliminate, or minimise risk to a reasonably practical level	LIKELIHOOD	CONSEQUENCE	REVISED RISK SCORE	PERSON(S) RESPONSIBLE
1.	Planning and preparation	<ul style="list-style-type: none"> <li>• Uncoordinated work plan.</li> <li>• Unprepared personnel.</li> <li>• Unqualified personnel.</li> <li>• Bad weather event.</li> </ul>	<ul style="list-style-type: none"> <li>• Risk of not understanding procedures.</li> <li>• Suitable plant and equipment not available.</li> </ul>	1	2	2 Med	<ul style="list-style-type: none"> <li>• Ensure that consultation with Principal Contractor and/or Client has been undertaken to identify all risks and hazards associated with the work.</li> <li>• Personnel must be briefed and competent on the erection of structural steel and movements to be decided on the necessary control measures.</li> <li>• Ensure that timing and installation is decided by competent personnel involved in the erection.</li> <li>• Prepare a sequence of erection sequence and plan for all lifting tasks and to determine erection methods. If there is no lifting occur.</li> <li>• If exposed to the outdoor environment only undertake this work in good weather.</li> </ul> <p><b>Note:</b> The erection of structural steel and the movement of loads must only be undertaken by personnel who have received the necessary instruction and training and are deemed competent.</p>	1	2	2 Low	Manager Operator Supervisor Workers
2.	Lifting bundles of	<ul style="list-style-type: none"> <li>• Unstable loads.</li> </ul>	<ul style="list-style-type: none"> <li>• Falling objects.</li> </ul>	3	4	12 High	<ul style="list-style-type: none"> <li>• Establish an exclusion zone.</li> </ul>	1	4	4 Low	Supervisor Operator