



## MANAGEMENT FOLDER SAFE WORK METHOD STATEMENT 3.1 -SWMS- 102- FALL FROM HEIGHTS

Job Number:		Start Time:	Date:	Vehicle:	Supervisor:	Max Length Hose:	
Company Name:				Product:		Quantities:	Depth:
Job site address:				Description of Job:		Truck Access: Located on The Site Assessment	
Client Contact Name:		Phone:		Site Contact Name:		Phone:	
						On Site Induction: Yes / No	Planted Up? Yes / No
Training and Consultation Required to Complete this Task (please X below)		PPE Requirements: (please X below)		Equipment Required: (please X below)		Potential Environmental Hazards (please X below)	
						Hazardous Materials (please X below)	
						Emergency Equipment (please X below)	
<input checked="" type="checkbox"/>	Construction Industry Induction White Card	<input checked="" type="checkbox"/>	Hard Hat		Bark Blower		Air Pollution Dust
	Site Induction/ Toolbox Talk	<input checked="" type="checkbox"/>	Steel Capped Boots		Leaf Blower		Gasoline
<b>High Risk Work Licence Required for task</b>		<input checked="" type="checkbox"/>	Glasses/Goggles		Brooms		Auto Diesel Fuel
	High Risk Licence:	<input checked="" type="checkbox"/>	Gloves		Rake		Revtex Super 2T
	VOC:	<input checked="" type="checkbox"/>	Hearing Protection		Shovel		Fertilizer
	Permit:	<input checked="" type="checkbox"/>	High Visibility		Fall Protection (rails)		Product:
		<input checked="" type="checkbox"/>	Dust Mask		Bins		Product:
		<input checked="" type="checkbox"/>	Wet Weather Gear		Ramp	<b>Applicable Legislation Standards and Codes of Practice</b>	
		<input checked="" type="checkbox"/>	Long and Longs		Harness	<ol style="list-style-type: none"> <li>1. National Workplace Health &amp; Safety Act 2011</li> <li>2. National Workplace Health &amp; Safety Regulation 2017</li> <li>3. Injury Management and Workers Compensation Act 1998</li> <li>4. COP Construction Work August 2019</li> <li>5. COP Managing the Risk of Falls in the Workplace August 2019</li> </ol>	
<b>Hierarchy of Control</b> - The hierarchy of control is a step-by-step approach to eliminating or reducing risks. A risk of harm to someone occurs when a hazard cannot be removed from the workplace. If a hazard cannot be eliminated, the potential for injury must be minimised and the risk managed on an ongoing basis.							
ELIMINATION		Get rid of the risk all together - Is there a need to do it.				<b>High Risk Construction Work Controls Required</b>	
SUBSTITUTION		Replace the hazard with something safer – e.g. access				Fall from Heights	
ISOLATION		Limit access to the area – put in exclusion zones				Dust / Noise	
ENGINEERING		Design and plan systems or process to lesson risk – certified clamps to scaffold or building to support pipes				Access / Egress	
ADMINISTRATION		Communicate risks to workers and alert others around you – Train workers in the SWMS, Toolbox meeting, site prestart				Manual Handling	
P P E		If the risk still exists use appropriate for the task – e.g. earmuffs, harnesses, chin strap on hat				Overhead work	
The following staff were consulted in the development of this		•		•		•	
		•		•		•	

<b>This SWMS was Prepared By:</b>		<b>Position:</b>		<b>On this Date:</b>		<b>Signed:</b>	
This Safe Work Method Statement is reviewed in consultation with workers performing the task and all control measures, controls are checked for the duration of the task to ensure conformance and they work with minimal risk							
ABN: 12 075 880 652	Tremline Pty Ltd	Document I.D:	3.1 HBB -SWMS- 102- Fall from Heights REV01				
Date Authorised:	GM 17/08/2020	Author:	Darren Hunt	Revision Date:	22/09/2020	Page:	1 of 4



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Step	Job/Task(s)  <i>Break job down into steps</i>	Hazard(s)  <i>Identify hazards associated with each step, examine each to find possibilities that could lead to injury or environmental impact</i>	Risk Rating			Solution / Control Measure / Safe Work Method  <i>Using the previous two columns as a guide, decide what actions are necessary to eliminate or minimise the hazards that could lead to an accident, injury or occupational illness or environmental impact</i>	New Risk Rating			Responsible Persons to implement (Minimum Competency Level)
			<i>From Table on last page</i>  $L \times C = R$				<i>From Table on last page</i>  $L \times C = R$			
1	Accessing elevated work area	Risk of falling from one level to the next, no fall protection in work area. Workers falling from heights will cause serious injury or death no matter the height	4	4	16	Assess the fall risk and use the hierarchy of control. Identify all fall hazards in the workplace. Walk around the workplace and talk to your workers to find out where work is carried out that could result in falls.	2	4	8	Supervisor Workers
2	Assessing the risks	Fall Hazards have the potential to cause different types and severities of harm, ranging from minor discomfort to a serious injury or death. Not Identify which workers are at risk of exposure will mean some workers may be missed in the consultation process.	5	4	20	Ensure all workers involved in the task are consulted with to help identify all risks. Consider what could happen if a fall did occur and how likely it is to happen.	2	4	8	Supervisor Workers
3	Identifying types of falls	Where levels change and workers may be exposed to a fall from one level to another, Edges — requiring protection for open edges of floors, working platforms, walkways, walls, or roofs Holes, openings, or excavations — requiring guarding Structures — the stability of temporary or permanent structures	5	5	25	A combination of control measures may be used to minimise risks if a single control is not sufficient for the purpose. You should also ensure that the control measures you select do not create new hazards. Control measures must be maintained so they remain fit for purpose, suitable for the nature and duration of the work and installed, set up and used correctly.	2	5	10	Supervisor Workers

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			L	C	R		L	C	R	
4	Barrier protection to prevent a worker falling over edges and into holes.	Having barriers in place that will not support or withstand a load of a worker falling onto it will allow the worker to fall through causing serious injury or death.	4	4	16	Barriers should consist of guardrails, solid balustrades, or other structural components if the fall is 2m or more. The top of the guardrail or component should be between 900 mm and 1100 mm above the working surface. Barriers need to around any penetration that is possible to fall into.	2	4	8	Supervisor Workers
6	Perimeter guardrails	Worker installing material at heights with a risk of fall and potential to work near any edge of a structure or building, stairway, walkway or other. The worker is at risk of serious injury or death if they fell.	4	5	20	Guardrails should incorporate a top rail 900 mm to 1100 mm above the working surface, a mid-rail, and a toe-board. Consideration to what is below, and exclusion zones should be in place in case of a failure or product spillage.	1	5	5	Supervisor Workers
7	Individual fall arrest systems	Fall arrest systems if not set up correctly can cause serious injuries, no training in the correct use will also cause serious injury or death. Fall arrest system can create other hazards to the worker. Anchor points not installed correctly will come loose and dis lodge.	4	4	16	Individual fall arrest systems must only be used where it is not reasonably practicable to use higher level control measures such as guardrails. Training is required to use fall arrest systems.	1	4	4	Supervisor Workers

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RISK MATRIX - The risk matrix assesses the likelihood and consequence of a hazard. This assessment determines the level of risk associated with the hazard. Likelihood is the probability that something might happen. Consequence is defined as the most probable result of the potential incident. Likelihood x Consequence = risk		Consequence				
		1	2	3	4	5
		<b>Insignificant –</b> No Injuries / Minimal financial loss	<b>Minor –</b> First aide treatment medium financial loss	<b>Moderate –</b> Medical Treatment/high financial loss	<b>Major –</b> Hospital loss time / large financial loss	<b>Catastrophic -</b> Death / Massive financial loss
Likelihood	5 <b>Almost Certain –</b> Occurs Often	<b>5</b> Moderate	<b>10</b> high	<b>15</b> high	<b>20</b> Catastrophic	<b>25</b> Catastrophic
	4 <b>Likely –</b> Could easily happen	<b>4</b> Moderate	<b>8</b> Moderate	<b>12</b> high	<b>16</b> Catastrophic	<b>20</b> Catastrophic
	3 <b>Possible –</b> could happen and known to	<b>3</b> low	<b>6</b> Moderate	<b>9</b> Moderate	<b>12</b> high	<b>15</b> high
	2 <b>Unlikely –</b> Potential to happen	<b>2</b> low	<b>4</b> Moderate	<b>6</b> Moderate	<b>8</b> Moderate	<b>10</b> high
	1 <b>Rare –</b> Extreme circumstances to happen	<b>1</b> low	<b>2</b> low	<b>3</b> low	<b>4</b> Moderate	<b>5</b> Moderate

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**Training and Consultation Statement**

*By signing below, the listed workers and their supervisors confirm that they have been made aware of the hazards identified in this document and had input to identifying those hazards and implementing the controls to those hazards. By signing this they understand, accept, and agree to work in full accordance with the safety risk controls stipulated in this document and with the site safety, environmental and industrial relations rules applied to the premises on which they will carry out the task(s). All personnel listed understand, accept, and agree that repeated or wilful failure to comply with safety requirements or requests may result in their removal from site and possible further disciplinary action which may result in termination of employment.*

NAME	COMPANY	Construction Induction Card No	DATE	SIGNATURE

**Hills Bark Blower:** the below representative has checked all workers are conforming to the above controls and risks are identified on site.

Name/Signature:

Date/Time:

Position:

**Supervisor / Project Manager:** I have reviewed this Safe Work Method Statement with all the scope of works to be carried out on site. The controls in place have reduced risk and is the safest way to proceed in this process in my view. If the SWMS is revised, all versions are to be kept.

Name:

Signature:

Date:

Position:

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