

<p>NOTE : Work must be performed in accordance with this SWMS. This SWMS must be kept and be available for inspection until the high risk construction work to which this SWMS relates is completed. If the SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to the high risk construction work in this SWMS, the SWMS must be kept for at least 2 years from the date of the notifiable incident.</p>			
(PCBU Name, ABN, Office Address and Phone)		Principal Contractor (PC)	(Name, ABN, Office Address)
Works Manager: Contact phone:		Date SWMS provided to PC:	
Work activity:	Use of Elevated Work Platform (scissor lift)	Workplace location:	
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"/> Temporary load-bearing support for structural alterations or repairs	<input type="checkbox"/> Work in or near a confined space
	<input type="checkbox"/> Work in or near a shaft or trench deeper than 1.5 m or a tunnel	<input type="checkbox"/> Use of explosives	<input type="checkbox"/> Work on or near pressurised gas mains or piping
	<input type="checkbox"/> Work on or near chemical, fuel or refrigerant lines	<input type="checkbox"/> Work on or near energised electrical installations or services	<input type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere
	<input type="checkbox"/> Tilt-up or precast concrete elements	<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	<input 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 in or near water or other liquid that involves a risk of drowning	<input type="checkbox"/> Diving work
Have workers been consulted about the SWMS? Note: Consultation with Health and Safety Representatives (HSRs) should be undertaken where there is a HSR at a workplace		<input type="checkbox"/> YES <input type="checkbox"/> NO	
Person/s responsible for ensuring compliance with SWMS:		Date SWMS received:	
What measures are in place to ensure compliance			



with the SWMS?		
Person responsible for reviewing SWMS control measures:		Date SWMS received by reviewer:
How will the SWMS control measures be reviewed?		
Review date:		Reviewer's signature:
What are the tasks involved?	What are the hazards and risks?	What are the control measures?
List the work tasks in a logical order.	Identify the hazards and risks that may cause harm to workers or the public.	Describe what will be done to control the risk. What will you do to make the activity as safe as possible?
Use of an Elevated Work Platform (Scissor Lift)	- Death / Serious injury	<ul style="list-style-type: none">• Carry out daily inspection / checks as per manufactures operating manual and Operator Daily Safety Checks on the cover of the yellow log book.• Check and familiarise yourself with the operation of platform emergency decent and/or operator retrieval system at ground controls• Record in the log book and sign off by person making entry• Report any defects or damage to supervisor immediately. Do not use machine until these are repaired / fixed.• Place 'DANGER do not use' tag on machine to prevent use by others
Check work area for operational hazards	- Death / serious injury	<ul style="list-style-type: none">• Keep away from back filled trenches / excavations• Use only on flat firm surfaces and the machine is level to within manufactures specifications• When working on suspended slabs, competent person to verify slab can take weight of machine.• Check for overhead power cables / obstructions• Check with power supply authority for safe distance to be maintained from overhead power supply

Operating EWP	<ul style="list-style-type: none"> - Fall from platform - Tip machine over - Collision / Injury - Operated by Unauthorised / unqualified person (s) 	<ul style="list-style-type: none"> • All persons operating a scissor lift must have completed training and have a certificate issued by or on behalf of the Elevated Work Platform Association of Australia • Never stand or sit on kickboards, handrails or midrails, ensure gate is securely closed • Ensure tyres are inflated to correct pressure, NEVER operate when wind speeds exceed 12.5m/sec. If outriggers fitted ensure they are fully extended and on a solid bearing. • Ensure you look up, down, forward, backwards, left and right when driving
Working from EWP	<ul style="list-style-type: none"> - Tip over, injury to people below - Fall from platform 	<ul style="list-style-type: none"> • Do not use as a crane, do not over load the platform observe and do not exceed SWL(safe working load). If scissor lift has an extension platform observe SWL • Never use to pull or push other objects • Ensure all tools and materials are safely stored • Set up exclusion zone around the base of scissor lift and appropriate signage to be in place where deemed necessary • Keep away from pinch points • Never enter or exit platform while elevated • Never use ladders or other objects to gain additional height • Keep within the confines of the work platform. Do not lean out over sides of the platform.
Securing EWP after use	<ul style="list-style-type: none"> - Unauthorised use 	<ul style="list-style-type: none"> • Lower platform at the end of shift, position in safe location, remove keys and secure
Charging batteries	<ul style="list-style-type: none"> - Electrocution 	<ul style="list-style-type: none"> • Use only power supply protected by earth leakage • Extension lead is to be inspected prior to use, and elevated off the ground using insulated hooks or stands

		<ul style="list-style-type: none">• Extension lead is to be tested and tagged 3 months• Keep away from water and damp areas

Name of Worker/s	Worker signature/s
Date SWMS received by workers	

PLEASE NOTE: It may be necessary to use more than one page to complete an adequate safe work method statement (SWMS).