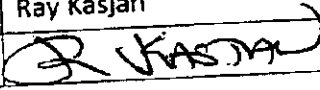














SAFE WORK METHOD STATEMENT

Page 1 of 6

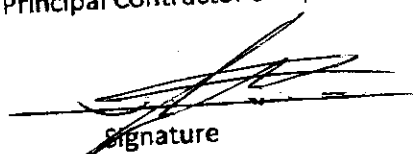
Company [PCBU]:	Hydroflo Guttering Systems	Project Name/No:	All Jobs
Work Activity / Task:	SCAFFOLDER - DISMANTLE	Principal Contractor:	Cape Cod Australia Pty Ltd
Prepared by:	Ray Kasjan	Date:	19.9.14
Signature:		Note: Sign off to be provided at Tool Box talk	

Note: Review of Control Measures -
If there are any tasks that may be included by way of variation to the plans or an alternative approach to the set task. It is a requirement to carry out a specific Risk Assessment for the tasks.

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
1	Access to site.	<ul style="list-style-type: none"> Slips, trips, falls and accessibility. UV / weather exposure. 	<ul style="list-style-type: none"> Site specific induction. All "workers" to read the General Construction Safety Plan signage and Risk Assessment form before entering site. Tool box talk to highlight any WHS concerns relative to the site. Ensure that the site and work place access is unobstructed. Ensure all weather access to work areas. Wear appropriated PPE - hat, long sleeves, sun screen, sunglasses and fluids and reduce exposure where possible. Storage of materials /plant in designated areas. Provide and maintain barricades to all materials stored on footpath and on site. Regular site clean ups. 	Cape Cod  Contractor  Contractor  Contractor  Contractor  Contractor  Contractor  Cape Cod  Cape Cod 
2	Unloading tools and equipment	<ul style="list-style-type: none"> Manual handling injuries. Slips, trips and falls. Proximity of other "workers". Public access. 	<ul style="list-style-type: none"> Team lifting and carrying. Training of "workers" in correct lifting and carrying methods. Unload and move the tools and equipment to a designated area to keep footpath / work place 	Contractor  Contractor  Contractor 

Reviewed by: Gary Klomp
Principal Contractor's Representative

Construction Manager
Position


Signature

19 10 14
Date

SAFE WORK METHOD STATEMENT (cont.)

Page 2 of 6

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			access clear.	
3	Dismantling	<ul style="list-style-type: none">• Slips, trips, falls and accessibility.• Fall from heights.• Falling objects.• Manual handling injuries.• Sprains and strains.• Cuts and abrasions.• Electrocution.• Exposure to noise.• Exposure to dust• UV / weather exposure.• Proximity of other "workers".• Public access.	<ul style="list-style-type: none">• Assess the site conditions including the weather and conduct a Risk Assessment before commencing.• Set up in a clear area and maintain a clear travel path.• Identify the location of the electrical service.• Identify that electrical service has been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing.• All scaffolding is to be dismantled by WorkCover NSW certified Scaffolders.• Ensure "workers" have safety glasses, noise and dust protection, appropriate protective footwear, hard hat and gloves.• Training of "workers" in the setting up of ladders, electrical equipment and use of fall arrest systems [harnesses].• Ensure the proper use by "workers" of all safety guards and fall arrest systems provided.• Ensure Scaffolder ["worker"] is harnessed up to scaffold at all times when dismantling components.• Ensure that all power tools and electrical leads have current tagging.• Ensure that power tools are attached to a residual current device [RCD].• Provide "Restricted Access"	<p>Contractor B</p> <p>Contractor B/c</p> <p>Contractor B</p> <p>Cape Cod B</p> <p>Cape Cod B</p> <p>Contractor C</p> <p>Contractor C</p> <p>Contractor C</p> <p>Contractor C</p> <p>Contractor C</p> <p>Contractor C</p> <p>8</p>

Reviewed by:

Gary Klomp

Principal Contractor's Representative


Signature

Construction Manager

Position

19/10/14
Date

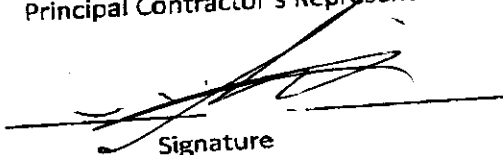
SAFE WORK METHOD STATEMENT [cont.]

Page 3 of 6

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			<ul style="list-style-type: none"> warning signage. Establish a "No access area" to work areas by barricading to prevent access to the area of work. Provide a spotter where necessary. Ensure working platforms [decks] are clean. Dismantle shade cloth and mesh by undoing from bottom to top. Pull shade cloth and mesh into scaffold and pass down to man ["worker"] on ground. Ensure that the dismantling of scaffold components is only undertaken once shade cloth and mesh has been removed to reduce wind loading on the scaffold. Clearly display "Scaffold incomplete" sign to incomplete scaffold if scaffold is left unattended. 	Cape Cod B Contractor B/C Contractor C Cape Cod C Cape Cod C Cape Cod C Cape Cod C
4	Dismantling Kickboards Handrails Dismantle deck or wait until access to lift below	<ul style="list-style-type: none"> Slips, trips, falls and accessibility. Fall from heights. Falling objects. Manual handling injuries. Sprains and strains. Cuts and abrasions. Electrocution. Exposure to noise. Exposure to dust. UV / weather exposure. Proximity of other "workers". Public access. 	<ul style="list-style-type: none"> Assess the site conditions including the weather and conduct a Risk Assessment before commencing. Set up in a clear area and maintain a clear travel path. Identify the location of the electrical services. Identify that the electrical service has been isolated or safely recommissioned before commencing work. Identify that the electrical service has been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing. 	Contractor B Contractor B/C Contractor B Contractor B Cape Cod B

Reviewed by:

Gary Klomp
Principal Contractor's Representative


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Construction Manager
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SAFE WORK METHOD STATEMENT [cont.]

Page 4 of 6

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			<ul style="list-style-type: none"> All scaffolding is to be dismantled by WorkCover NSW certified Scaffolders. Ensure "workers" have safety glasses, noise and dust protection, appropriate protective footwear, hard hat and gloves. Training of "workers" in the setting up of ladders, electrical equipment and use of fall arrest systems [harnesses]. Ensure the proper use by "workers" of all safety guards and fall arrest systems provided. Ensure Scaffolders ["worker"] is harnessed up to scaffold at all times when dismantling components Ensure Scaffolders ["worker"] only disconnects when working on two [2] planks and protected by handrail. Ensure that all power tools and electrical leads have current tagging. Ensure that power tools are attached to a residual current device [RCD]. Provide "Restricted Access" warning signage. Establish a "No access area" to work areas by barricading to prevent access to the area of work. Provide a spotter where necessary. Ensure working platforms [decks] are clean. Dismantle shade cloth and mesh by undoing from bottom to top Pull shade cloth and mesh into 	Cape Cod B Contractor C Contractor C Contractor C Cape Cod C Cape Cod C Contractor C Contractor C Cape Cod B Contractor B/C Contractor C Cape Cod C

Reviewed by:

Gary Klomp

Principal Contractor's Representative



Signature

Construction Manager

Position

19/10/14

Date

SAFE WORK METHOD STATEMENT [cont.]

Page 5 of 6

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			scaffold and pass down to man on ground. <ul style="list-style-type: none">• Ensure scaffold ties are only removed when shade cloth and mesh has been dismantled and only once stripping has reached the level of the tie.• Clearly display "Scaffold incomplete" sign to incomplete scaffold if scaffold is left unattended.	Cape Cod C Cape Cod C Cape Cod C
5	Continue to dismantle scaffold. Scaffolder to work back towards scaffold access. Once access is disconnected then dismantle next lift.	<ul style="list-style-type: none">• Slips, trips, falls and accessibility.• Fall from heights.• Falling objects.• Manual handling injuries.• Sprains and strains.• Cuts and abrasions.• Electrocution.• Exposure to noise.• Exposure to dust• UV / weather exposure.• Proximity of other "workers".• Public access.	<ul style="list-style-type: none">• Assess the site conditions including the weather and conduct a Risk Assessment before commencing.• Set up in a clear area and maintain a clear travel path.• Identify the location of the electrical service.• Identify that electrical services have been isolated and that 'tiger tails' are in place as protection from overhead wires and points of attachment before commencing.• All scaffolding is to be dismantled by WorkCover NSW certified Scaffolders.• Ensure "workers" have safety glasses, noise and dust protection, appropriate protective footwear, hard hat and gloves.• Training of "workers" in the setting up of ladders, electrical equipment and use of fall arrest systems [harnesses].• Ensure the proper use of all safety guards and fall arrest systems provided.• Ensure that all power tools and	Contractor B Contractor C Contractor B Cape Cod B Cape Cod B Contractor C Contractor C Contractor C Contractor C

Reviewed by:

Gary Klomp

Principal Contractor's Representative

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19/10/14

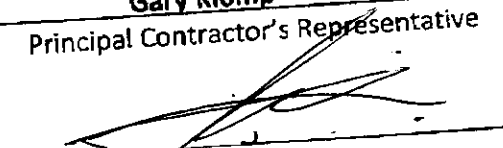
SAFE WORK METHOD STATEMENT [cont.]

Page 6 of 6

Item	Job Step	Potential Hazard	Controls	Responsible Person/s
			<p>electrical leads have current tagging.</p> <ul style="list-style-type: none"> • Ensure Scaffolder ["worker"] is harnessed up to scaffold at all times when dismantling components • Ensure Scaffolder ["worker"] only disconnects when working on two [2] planks and protected by handrail. • Ensure that power tools are attached to a residual current device [RCD]. • Provide "Restricted Access" warning signage. • Establish a "No access area" to work areas by barricading to prevent access to the area of work. Provide a spotter where necessary. • Ensure working platforms [decks] are clean. • Ensure scaffold ties are only removed when shade cloth and mesh has been dismantled and only once stripping has reached the level of the tie. • Clearly display "Scaffold incomplete" sign to incomplete scaffold if scaffold is left unattended. 	<p>Cape Cod C</p> <p>Cape Cod C</p> <p>Contractor C</p> <p>Cape Cod B</p> <p>Contractor B/C</p> <p>Contractor C</p> <p>Cape Cod C</p> <p>Cape Cod C</p>

Reviewed by:

Gary Klomp
Principal Contractor's Representative


Signature

Construction Manager
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