

Safe Work Method Statement (SWMS)

Organisation details			
Organisation Name:		Contact Name:	
ACN/ABN		Contact Position:	
Address:		Contract Phone No:	
Project details			
Project:		Area:	
Activity:	<i>Use of a Mobile Elevated Work Platform (MEWP) Boom</i>	This SWMS has been developed in consultation with: Reviewed by: _____ Position: _____ Date: _ / _ /	
Resources / Trades Involved:	<i>Construction Workers</i>		
Equipment Used:	<i>MEWP Boom</i>		
Maintenance checks:	<i>Daily Operators Check to be documented in the Log book, 90 Day Inspection, Annual Inspection, 10 Year Inspection. and/or as per manufacturers recommendations</i>		
Materials Used:			
Occupational Health Safety or Environmental Legislation:	<i>Occupational Health & Safety Act 1984 - Occupational Health & Safety Regulation 1996</i>	Codes or Standards applicable to the works:	<i>Australian Standard AS 2550.10 Mobile Elevating Work</i>

Level	Description of Consequence or Impact	Consequence	Likelihood/Probability		
			L <i>Likely</i>	M <i>Moderate</i>	U <i>Unlikely</i>
H (1) <i>(High level of harm)</i>	Potential death, permanent disability or major structural failure/damage. Off-site environmental discharge/release not contained and significant long-term environmental harm.	H (1) <i>(High)</i>	1	1	2
M (2) <i>(Medium level of harm)</i>	Potential temporary disability or minor structural failure/damage. On-site environmental discharge/release contained, minor remediation required, short-term environmental harm.	M (2) <i>(Medium)</i>	1	2	3
L (3) <i>(Low level of harm)</i>	Incident that has the potential to cause persons to require first aid. On-site environmental discharge/release immediately contained, minor level clean up with no short-term environmental harm.	L (3) <i>(Low)</i>	2	3	3
Level	Likelihood / Probability				
Likely	Could happen frequently				
Moderate	Could happen occasionally				
Unlikely	May occur only in exceptional circumstances				

Item	Job steps	Hazards	Risk Class/ Ranking	Controls	Name of persons responsible for work
1	<i>Use of an Mobile Elevated Work Platform (Boom lift)</i>	<ul style="list-style-type: none"> • <i>Fall from platform</i> • <i>Tip machine over</i> • <i>Collision / injury</i> • <i>Operated by unauthorised / unqualified person(s)</i> 	1	<ul style="list-style-type: none"> • <i>Carry out daily inspection / checks as per manufacturers operating manual and Operator Daily Safety Checks on the cover of the yellow log book.</i> • <i>Check and familiarise yourself with the operation of platform emergency descent and/or operator retrieval system at ground controls</i> • <i>Read all manufacturers safety decals</i> 	<i>Operator / Construction Worker (CW)</i>

				<ul style="list-style-type: none"> / stickers on machine • 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 	
2	Check work area for operational hazards	<ul style="list-style-type: none"> • Fall from platform • Tip machine over • Collision / injury • Operated by unauthorised / unqualified person(s) 	1	<ul style="list-style-type: none"> • Keep away from back filled trenches / excavations, boggy areas • Use only on flat firm surfaces and the machine is level to within manufacturer's specifications. • When working on suspended slabs, competent person to verify slab can take weight of machine. • Keep away from slab step downs, penetrations • Check for overhead power cables / obstructions - projections. • Check with power supply authority for distance to be maintained from overhead power supply. 	Operator / Construction Worker (CW)

Prior to any person working on a Mobile Elevated Work Platform, workers must familiarise themselves with the emergency decent controls at ground level on the MEWP.

Should a worker require rescuing from a MEWP for what ever reason (i.e. equipment failure, injury / illness of the operator) the following procedures may need to be implemented:

1) Contact the Emergency Rescue Services on **000**

2) A person who is familiar with the emergency ground controls on the MEWP and working in close proximity should try to carefully lower the platform (be advised that the ground controls will override the platform controls) Ensure that no persons are underneath the platform when using the emergency decent device.

3) Where it is not possible to use the emergency decent device. The following retrieval methods where applicable may need to be considered:

