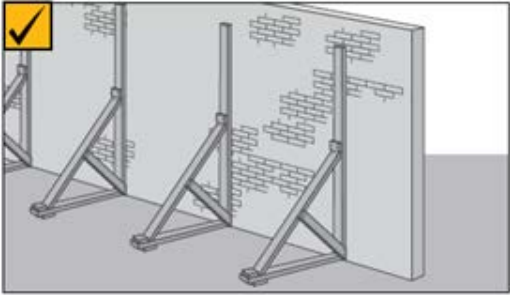


Safe Work Method Statement – Structural Alteration and Temporary Supports

This safe work method statement is generic in nature can be used as a guide in developing your SWMS All PCBU's when undertaking high risk construction work are to have in place a Safe Work Method Statement (SWMS). Where there are differences in the control measures to employed between your and this SWMS the higher of the two control measures are to be implemented – this or your own SWMS. This SWMS needs to be reviewed against site conditions upon commencing work. Where site conditions prevent works to be carried out in accordance with this SWMS than another is to be written and Site Supervisor notified.

Name of PCBU/Principal Builder		Name of Principal Contractor	Bay Building Services	
Work Activity:	Work involving temporary support and structural alteration	Work Location:		
High Risk Construction Work:	<ul style="list-style-type: none"> • Falling object • Fall from height 			
		Site Supervisor:		
		Emergency Contact:	1399 766 216	Contact No: <input type="text"/>
Date of SWMS	02/04/2018	Review Date		
Have workers been consulted about the SWMS?	All workers are required to be consulted with regards to the SWMS and control measures contained in the SWMS.			
Person Responsible for ensuring compliance with SWMS	Different PCBU's/Employers and Contractors will encounter different High Risk activities. All PCBU's/Employers are responsible for reviewing this SWMS against site conditions and ensure work occurs in accordance with the SWMS.			
Person(s) Responsible (for reviewing the SWMS)	PCBU's/Employers should review this SWMS and apply the control measures outlined for the various High Risk activities that they may undertake. Where works cannot occur in accordance with this or your own SWMS contact is to be made with the Site Supervisor.			
Work Step	Hazard for Works	Control Measures for the Hazards		
PCBU's Pre-Start Check at Site	Site hazards may impair works	<ul style="list-style-type: none"> • Undertake pre-site inspection verify conditions on site will enable works to be carried out in accordance with the SWMS. • Discuss site specific works with the Site Supervisor reviewing site signage, Safety Management Plan, for site specific hazards • Ensure all employees are made aware of any site specific hazards to works and this SWMS • If SWMS are to be changed copy is to be provided to site supervisor and approval obtained 		

		<ul style="list-style-type: none"> • Construction Inducted employees and contractors are only allowed to undertake construction works • Inspect meter box RCD and activate tripping device verifying working condition if using power equipment • Ensure all leads tagging & testing are up to date. • Only certified and/or licensed personnel are to operate mobile equipment
Isolate unsupported structure	Falling object	<ul style="list-style-type: none"> • Where it is assessed that a structure is likely to collapse it is to be isolated from workers and members of the public via the installation of temporary fencing, bollards, warning tape, and signage. A combination of these control measures can be employed to prevent access • The exclusion zone should encompass the area in-which the structure is likely to collapse • Workers are not to walk under unsupported structure or in the exclusion zone
Assess site for structural support	Falling object	<ul style="list-style-type: none"> • Where structural support is required an engineers assessment is required as to the type, number, method of installation, and location of structural supports • Where an engineer's report is not available contact Site Supervisor
Install temporary support	Falling materials	<ul style="list-style-type: none"> • The engineers report forms part of the requirement to be followed while undertaking the installation of structural support. • Instruction for type and number of supports are to be followed. • Installation is to occur in a methodical manner following engineer's recommendation. The first support installed at the nearest entry point and subsequent supports to be installed sequentially • Workers are not to walk under unsupported structure or in the exclusion zone until the structure has been supported. Safety hats are to be worn. • Supports are to be secured into place to prevent movement
Removing structural parts	Collapse of structure	<ul style="list-style-type: none"> • Prior to any removal/demolition work being undertaken and at the start of each shift, all temporary supports will be checked to ensure that they are still working correctly. • If their sign supports are failing or not secure the area is to be cleared and the site supervisor contacted to have the supports corrected. • A removal plan prepared by an engineer must be followed for correct sequence of removal • Where there is no removal plan contact site supervisor
Removing temporary supports	Collapse of structure	<ul style="list-style-type: none"> • Temp support must not be removed until structure is stable and in the condition as set out in the engineers report.

		<ul style="list-style-type: none"> • Structure is to be inspected by a suitably qualified building representative prior to removal of propping. If inspection has not occurred or can not be verified contact Site Supervisor prior to removing props • Supports will be removed in the order as outlined in the engineers report or if not defined in a sequential manner.
Install temporary support during brick wall construction – free standing wall	Falling object	<ul style="list-style-type: none"> • Ensure adequate bracing to structures. Define & barricade working areas. • Supports will need to be spaced at intervals of no more than 3m between bracing • Height of unsupported brick work above the bracing is to be no more than 900mm • Supports are to be fitted to both sides of the unsupported wall  <p>Masonry block wall supported by temporary bracing.</p>
Temporary Support for Wall Frames	Collapse of structure	<p>In general temporary supports for wall frame are installed to assist with keeping the frames in line during construction. Where frames are not fully completed they may become unstable due to bad weather, wind, subsidence, construction loads, live loads, and the premature removal of temporary bracing or propping.</p> <p>Ensure that any uncompleted frames are temporarily supported via bracing.</p> <p>Temporary bracing should be ready before standing of wall trusses commences (as a guide a minimum of two braces per frame is required):</p> <ul style="list-style-type: none"> • Stand frame part way to vertical position and hold until a temporary brace is attached • The brace should then be nailed off and other braces attached as necessary
Temporary supports required for wall frame pre-loading of trusses	Collapse of structure	<p>Prior to loading the top plates with roof trusses the frame installer is to ensure:</p> <ul style="list-style-type: none"> • All wall frames are secured and nailed off and adequately braced with permanent and temporary bracing to take all loads imposed during truss erecting, including the placement of trusses on the roof