

Safe Work Method Statement – SWMS 022

This safe work method statement is generic in nature. It documents the risks and hazards associated with each step of a task and the control measures in place to minimise the risk to personnel, members of the public, environment, and property. This SWMS forms part of the consultation process at site and needs to be reviewed against site conditions in order for it become site specific. Where site conditions prevent works to be carried out in accordance with this SWMS than another is to be written and Site Supervisor notified.

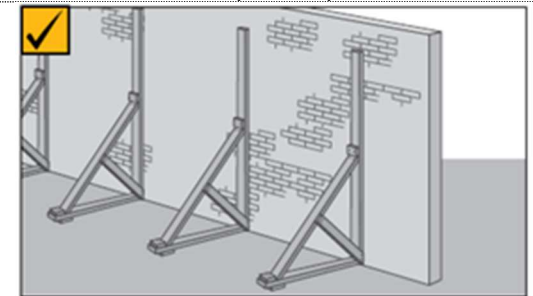
Name of PCBU/Employer		Name of Principal Contractor	Bay Building Services	
Work Activity:	Bricklaying	Work Location:	As Specified in Purchase Order	
High Risk Construction Work:	Hazards: Work at Heights, Scaffold, Mobile Equipment, Electrocution, Manual Handling	Date	01/06/2023	
		Emergency Contact:		Contact Number
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 can not occur in accordance with the SWMS contact is to be made with the Site Supervisor			
Work Step	Hazard for Works	Control Measures for the Hazards		
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/workers are made aware of any site specific hazards to works and SWMS If SWMS are to be changed site supervisor is to be notified Construction Inducted employees and contractors are only allowed to undertake construction works Only certified and/or licensed personnel are to operate mobile equipment 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 		

Transporting	<p>Vehicle damage</p> <p>Damage to Mixer</p> <p>Soft tissue injury</p>	<p>Load mixer into vehicle using davit arm / winch where provided or use ramps to minimise risk of soft tissue injury</p> <p>Ensure the Mixer is positioned in the vehicle to avoid damage</p> <p>Ensure that the Mixer is adequately restrained to prevent movement during transit.</p> <ul style="list-style-type: none"> • Ensure that all tools are adequately restrained.
Unloading Equipment	<p>Fall from vehicle</p> <p>Manual handling injury's</p> <p>Being struck by equipment</p> <p>Crush hands</p> <p>Cuts</p> <p>Slips, trips & falls</p>	<p>Training employees in manual handling</p> <p>Team lifting</p> <p>Training employees in manual handling</p> <p>The use of P.P.E equipment such as gloves. Team lifting</p> <p>Unload equipment on level clear area</p>
Setting Up	<p>Crush hands, cuts</p> <p>Slips, trips & falls</p>	<p>Use P.P.E equipment</p> <p>Clear rubble & access to work area.</p> <p>Avoid difficult terrain</p>
Mixing mortar	<p>Manual handling injury's</p>	<p>Secure ramps or planks</p> <p>Training employees in manual handling</p> <p>Position all sand, cement and lime as close as possible to the Mixer to avoid excessive manual handling.</p> <p>(Bags of cement must not exceed 20kg)</p> <p>Use wheelbarrow to carry / transfer bags of cement / lime where required</p>
Mixing mortar	<p>Slips, trips</p> <p>Cuts, mortar splash to eyes</p>	<p>Clear & barricade mixing area</p> <p>Set up waste disposal</p> <p>Use P.P.E equipment eg. Gloves, glasses</p>
Masonry saw and Petrol mixer	<p>Manual handling injury</p> <p>Cement dust, dermatitis,</p> <p>Use of hazardous substances (cement, bycol, sand)</p>	<p>Train employees in manual handling.</p> <p>Use P.P.E equipment, avoid contact with cement mix:</p> <ul style="list-style-type: none"> - dusts contain silica transfer in well ventilated area - wet dusts as soon as practical in mixer - avoid contact with wet cement <p>Wash skin & clothing regularly.</p>
Masonry saw and Petrol mixer	<p>Fumes from petrol, burns</p> <p>Fire / Exposition</p>	<p>Training in hazardous substances. Petrol is a dangerous good</p> <ul style="list-style-type: none"> - avoid skin contact - re-fill in well ventilated area


		<ul style="list-style-type: none"> - store in a dangerous goods petrol container - keep away from ignition sources - Keep petrol mixer in well ventilated area (not inside) <p>Training employees in manual handling Use & training in P.P.E equipment</p>
Mixing & wheeling mortar & bricks	<p>Slips, trips, crush hands</p> <p>Manual handling injury</p>	<p>Avoid difficult terrain, clear access to work area, secure ramps or planks. Ensure load is distributed evenly</p>
	<p>Splashing of mortar into eyes</p> <p>Contact with wet cement mix Dermatitis</p>	<p>Training in manual handling (wheelbarrow) Use & training in P.P.E equipment</p> <p>Avoid contact to skin, wash skin & clothing regularly</p>
<p>Laying bricks & blocks</p> <p>[Spreading mortar Picking up bricks/blocks]</p>	Cuts from broken glass & bricks	<p>Ensure glass & windows are protected Use P.P.E equipment eg gloves</p>
<p>Laying bricks & blocks</p> <p>[Spreading mortar Picking up bricks/blocks]</p>	Slips, trips & falls	<p>Clear working area of waste materials Ensure fall protection is in place, (handrails & barricades)</p>
	Cuts, crush injury, eye injury's	<p>Use & training of P.P.E equipment. Training & supervision of material stacking</p>
	<p>Wrist strain, lower back injury, shoulder strain Sunburn</p>	<p>Training in manual handling Team lifting & rotate workers P.P. E protection, shirts, hats, sun screen</p>
Sanding and clean-up.	Hit by falling objects	<p>Hardhats when working under others Define work areas</p>
Laying bricks & blocks from a scaffold	Fall from height < 2 using trestles	<p>When working at a height of <2m, use a fully decked heavy duty frame trestle scaffold.</p>

<p>[spreading mortar picking up & laying bricks & blocks]</p>		<p>Trestles and planks must be strong enough to carry the weight of bricks, mud boards and those persons working from them as outlined in AS 1576. Ensure that planks and platforms are in good, sound condition and that trestles are placed on a firm, even surface. All planks are to be checked for signs of wear or deterioration & no planks are to be used on site which are unsafe</p> <div data-bbox="758 365 1117 784"> </div> <p>(c) Worker could fall more than 2 metres</p>
	<p>Fall from heights >:2m using scaffold</p>	<p>When working at a height >2m use a heavy duty modular scaffold with kick boards, mid rails, and top rails. Where required ensure that scaffold is erected by a qualified scaffolder.</p> <p>To prevent collapse, do not load platforms with more than 120 bricks, 2 people, and mud board per bay (or 650 kg per bay).</p> <p>Use brick elevator when loading bricks at height.</p> <p>No work is to be carried out (other than that of installing and dismantling of the scaffold) from the scaffold unless the scaffold, or the relevant part or portion of the scaffold, is complete</p> <p>No scaffold alterations, except by licensed scaffolder. Any fault or non-compliance shall be reported to the Supervisor.</p> <p>Scaffold is to be maintained so that it's meets compliance with the installer's guidelines. All trades are to ensure that the scaffold is maintained if they are to use it as part of their work. Where defects are noted such as missing hand rails, toe boards, or mid-rails report these to the Supervisor. Trades should never remove scaffolding components to the leave the scaffold unsafe, which includes handrails, tow boards, braces or tie bars.</p> <p>Climbing of the scaffold is not permitted and use of the ladder and stairs is required at all times to gain access to the scaffold</p>

	Cuts, crush injury, eye injury's Sun burn Falling materials	P.P.E equipment, shirts, hats, sun screen Hardhats when working under others. Bricklayers and roof tilers should not work on the same site. Contact is to be made with the Site Supervisor
	Access to & from the ground Slips, trips & falls on scaffold	Use ladder access points Ensure working platform is clear of waste materials. Do not overload the scaffold 650kg per bay Secure ramps & planks
	Wrist strain, lower back injury, shoulder strain	Training in manual handling Team lifting & rotate workers
Bricking Up Two Story Piers	Falls from height Manual handling Use of scaffold	<p>When bricklayers arrive at the point when they have to brick up the balcony piers on a two-storey home, they are required to follow the procedures in this section:</p> <ul style="list-style-type: none"> ○ When bricking up the lower storey section of the piers they are to take it up to 40 courses as per the rest of the house. If this requires them to stand on planks to reach up to this level then a low platform made from trestles and planks will need to be erected. ○ On completion of the first 40 courses, bricklayers scaffold is called up and erected. It is expected that the balcony piers will either be just above the level of the first deck or immediately below it. It is preferable that they be above it so that the scaffold decks can be built around the piers. ○ Following this bricklayers are to ensure that all materials needed for the remaining courses above the top deck to the roof line are in place on the deck BEFORE removing any lap boards or planks and before creating a hole in the deck for the pier to be built through it (if the pier has not come up through the deck already). ○ The hole in the deck for the pier, where required, must be kept as small as possible while still permitting the safe laying of bricks by the appropriate placement of lap boards. This is to minimise the size of the hole as far as practicable. <p>At no time is the hole to be left open and unattended until the bricks are through to the upper storey level and the lap boards are rearranged to close off as much of the hole around the pier as possible.</p>
Shoring up free standing walls	Wall falling over by wind or by on-site machinery / plant Slips, trips Cuts, crush hands	<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



Masonry block wall supported by temporary bracing.

Brick & Pier Garage Walls	Falling unsupported wall	<p>Brick and pier garage walls are to be installed following the installation of either:</p> <ul style="list-style-type: none"> • Temporary framed wall located within 500mm of the external slab edge • Engineered steel posts have been installed to support the roof structure around which the piers will be constructed <p>Brickwork for the garage wall is laid during the bricking of the house incorporating it into the run of the house allowing the mortar to reach full strength.</p> <p>Once brick & pier garage wall has reached full height install the pier tie downs and attach them to the frame beams tying the wall into the structure of the house.</p> 
Use of Brick saw	<p>Flying blade fragments</p> <p>Cuts, crush injuries, eye injuries</p>	<p>Daily maintenance checks on machinery & blades, monthly services required. Ensure blade is rated for the machine.</p> <p>Use & training of P.P.E equipment</p>
	Slips, trips	<p>Set up on level/clear area</p> <p>Clearly define & barricade area</p> <p>Set up waste disposal system</p>
	Amputation / laceration of fingers / hand, deafness / blindness	<p>Training in the use of brick saw</p> <p>Training & use of P.P.E equipment eye & ear protection, foot protection</p>
	Wet from water spray off saw	Use P.P.E equipment – eye & ear protection, water proof clothing
Overhead power	Overhead Power Lines	Identify overhead powerlines. Unload and install elevator approx 6m from the power lines. If penetrating the 3m no go zone spotter required.

Use of brick elevator	Fall from heights Manual handling	Team lifting in the set up and placement of elevator
		System set up & training provided for lifting & placement of elevator. Ensure set up area is clear & level
		Define & barricade working area. Training in manual handling
	Slips, trips	Set up on clear & level area
	Cuts, crush injuries, eye injuries Falling materials	Training & use of P.P.E equipment eg gloves, safety glasses Hardhats when working under others
	Fire / explosion from petrol Stacking of bricks & mortar	Training in hazardous substances (petrol). Petrol is a dangerous good: <ul style="list-style-type: none"> - avoid skin contact - re-fill in well ventilated area - store in a dangerous goods petrol container - keep away from ignition sources Training & supervision on stacking materials
Clean-up	Manual handling injury Materials stacking	Training employees in manual handling Define area for stacking of materials Training & supervision on stacking materials