Multiple Crane Lifts	SAFE WORK METHOD S	TATEMENT (SWMS)	
TAS	K OR ACTIVITY: Multiple Crane	Lifts	
Business Name:		ABN:	SWMS#
Business Address:			
Contact Person:	Phone:	E ail:	
	STATEMENT IS APPRO		
Under the Work Health and Safety Regulation (WHS Regulation), a person conduct the proposed work starts.	cting a business or und thing (Pt 1) is	required to every that a safe work method	statement (SWMS) is prepared before
Full Name:			
Signature:		Title:	Date:
Details of the person(s) responsible for ensuring implementation, monitoring	compliance of the SWN, was well as re	views and modifications of the SWMS.	
Full Name:		Title:	Phone:
ALL PERSONNEL PARTICIPATING IN ANY ACTIVITY ON THIS WMS HAVE THE FOLLOWING COMMUNICATED	NALE OF ALL RELEVANT PERSONN EVELOPMENT AND APPROVAL OF	EL WHO HAVE BEEN CONSULTED AND THIS SWMS	COMMUNICATED TO IN THE
Safety meetings or toolbox talks will be schedued in according e with egislative requirements to first identify any site hazards, and the to further take steps to either eliminate or conal leach hazard.			
If an incident or a near miss occurs, all work must store an equately. Depending on the severity of the incident, a meeting will be called with all workers to amend the SWMS if required. The meeting may also be an educational opportunity.			
Any changes made to the SWMS after an incident or a near miss must be approved by the Person Conducting Business or Undertaking and communicated to all relevant personnel.			
The SWMS must be kept and be available for inspection at least until the work is completed. Where a SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to which the SWMS relates, then the SWMS must be kept for at least two years from the occurrence of the notifiable incident.			



CLIENT OR PRINCIPAL	CONTRACTOR DETAILS
Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date SWMS supplied to Project Manager:	
☐ involves a risk of a person falling more than 2 meters	d is carried out on or near pressurised gas mains or piping
□ is carried out on a telecommunication tower	carried out on or near chemical, fuel or refrigerant lines
□ involves demolition of an element of a structure that is load-bearing	□ is carried out on or near energised electrical installations or services
□ involves demolition of an element related to the physical integritystructure	\Box is carried out in an area that may have a contaminated or flammable atmosphere
□ involves, or is likely to involve, disturbing as the set of the	□ involves tilt-up or precast concrete
involves structural alteration or repair the requires to prary support to prevent collapse	\Box is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor
□ is carried out in or near a confined space	\Box is carried out in an area of a workplace where there is any movement of powered mobile plant
□ is carried out in/near a shaft or trench deeper the first or tunnel involving use of explosives	\Box is carried out in areas with artificial extremes of temperature.
\Box is carried out in or near water or other liquid that involves a risk of drowning.	☐ involves diving work.
ANY HIGH-RISK MACHINER	RY OR EQUIPMENT NEARBY



	RISK MATRIX										
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION		HEIRARCHY OF CONTROLS		
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE	SCORE	ACTION		Elimination Remove the hazard.		
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCE		Substitution		
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review befor work starts.		Replace the hazard.		
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.		Isolate People from the hazard		
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	nitor and key recorde		Engineering Isolate the hazard.		
is the second m	RARE LOW LOW MODERATE HIGH LOW Kenrecord Isolate the hazard. Notes on Hierarchy of Controls: Elimination methods are the most effective and preferrance en count of a hazard. Substitution is the second most effective method of controlling a hazard. Engineering by isolation is the number of the										

	PERS_NAL TECTIVE EQUIPMENT (PPE) Select the appropriate PPL about suitable for the equipment used or the job task being performed (if applicable).										
FOOT PROTECTION	HAND PROTECTION	HEAD PROTECTION			RL SPIRATORY PROTECTION	FACE PROTECTION	HIGH-VIS CLOTHING	PROTECTIVE CLOTHING	FALL PROTECTION	SUN PROTECTION	HAIR/JEWELLERY SECURED
Other PPE R	Required:					_					
	Permit or Licenses Requirements Mandatory Qualifications and Training										



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Surface unevenness, Incorrect site assessment	ЗН	 Conduct a thorough site inspection to idensity and assess any uneven surfaces. Ensure all crane operators and rigging pseunnel should trained and competent for the task. Develop a detailed lift plan that includes risk measurements and mitigations. Use appropriate ground phenaration technique such are welling or reinforcing weak spots. Mark out and secure to lifting one to prevent unconstrized access. Implement or ununication protocoles, including use of radios and hand signals, for clear coordination among team embers. Ensure all lifting equipment is inspected and certified before use. Vering work that an enalance calculations for the load to prevent overloading cranes. Instalation, signal undicating hazards and safety zones around the work area. Use must or putters to distribute the load evenly on soft or uneven ground. Ensure all rights emergency procedures and ensure all crew members are aware of them. 	2M
2. Arrival of Cranes	Traffic collision, Pedest. viat surface	4A	 Intablish a designated parking area for cranes away from busy traffic zones. Use spotters to guide crane operators when arriving on site to prevent collisions. Implement clear signage directing traffic and pedestrians to avoid the arrival zone. Schedule crane arrivals during off-peak traffic hours to minimise disruption. Install temporary barriers or fencing around the arrival area to keep pedestrians at a safe distance. Ensure all crane operators are trained and familiar with the specific site layout. Coordinate with local authorities for potential road closures or diversions if necessary. Use reflective vests and flags for personnel managing crane arrivals to enhance visibility. Conduct a pre-arrival safety briefing with all involved personnel to outline roles and responsibilities. Place warning signs well ahead of time to inform both workers and public of crane movements. Employ a traffic management team to control and direct vehicles in the vicinity of the arrival area. Keep communication lines open between crane operators, spotters, and ground crew using radios or other reliable means. 	ЗН
3. Site Induction	Lack of awareness, Miscommunication	3Н	 Conduct thorough site inductions for all personnel, covering multiple crane lift procedures and specific site hazards. Clearly explain the roles and responsibilities of each team member involved in the crane lifts. 	2M

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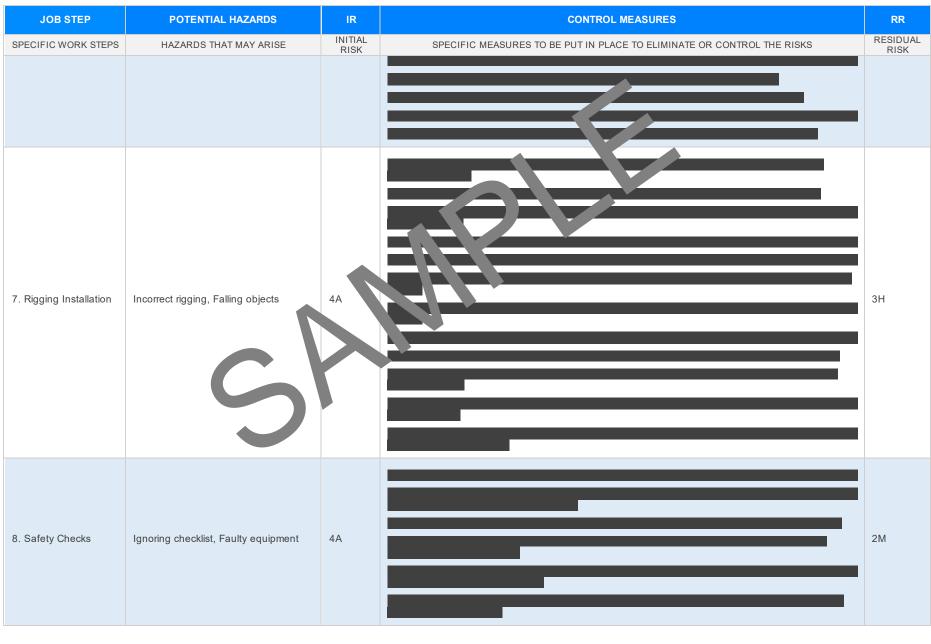


JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS - Provide training on effective communication practices, including the use of hand signals, radios, or other	RESIDUAL RISK
			devices Display clear signage indicating communication stocols and emergency contact numbers at key locations.	
			- Issue personal protective equipment (PP, such as he') its, high-visibility vests, gloves, and footwear, and ensure everyone uses them correctly.	
			- Carry out toolbox talks stressing the importance of staying about and reporting any potential hazards immediately.	
			- Implement a buddy system to insure no one wold in the providing an extra layer of awareness and communication.	
			- Review and inscuss the sel's Sale Management Plan, particularly those sections related to crane operations, we all team embers.	
			- Che pat all be be phones and communication devices are fully charged and functional before communication a work	
1			- Appoint a splicate on fety officer to oversee the induction process and monitor ongoing compliance with safety potoc	
	1			
4. Crane Setup	Equipment failure, Insufficiencespace	4A		3H



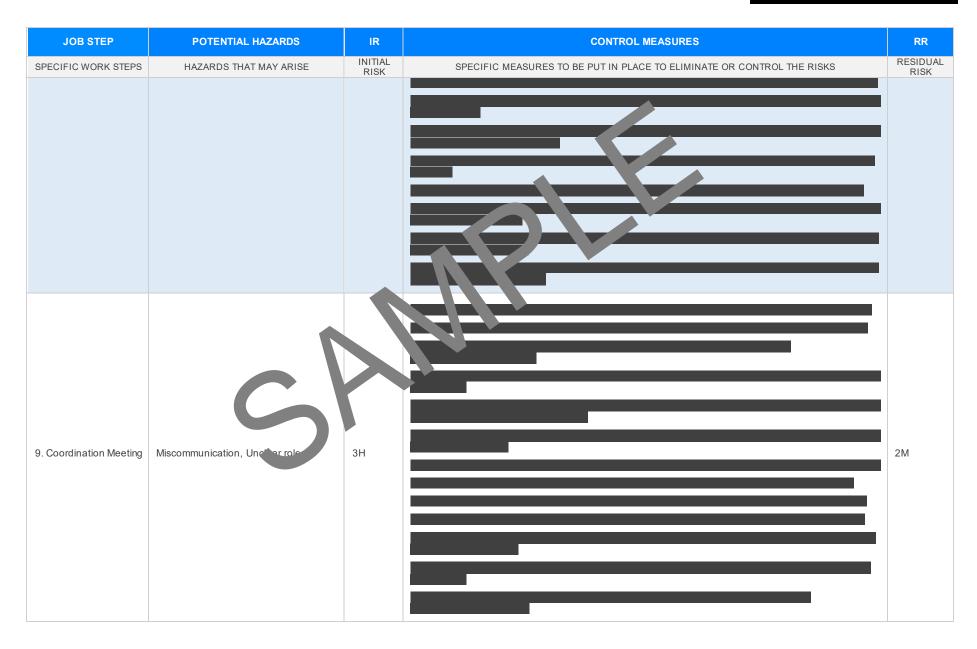






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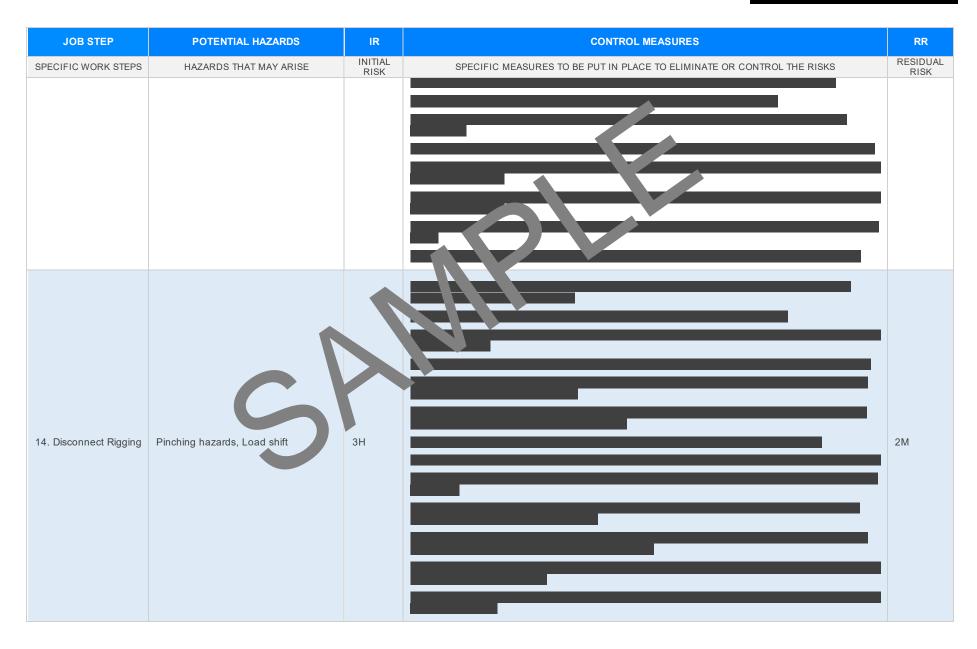
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
10. Commence Lift	Sudden wind gusts, Load movement	4A		3Н
11. Mid-Lift Pause/Checks	Instability, Unsecured load	ЗН		2M



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
12. Move to Designated Area	Path obstructions, Ground stability	14		3H
13. Load Lowering	Incorrect positioning, Maintaining control	4A		2M

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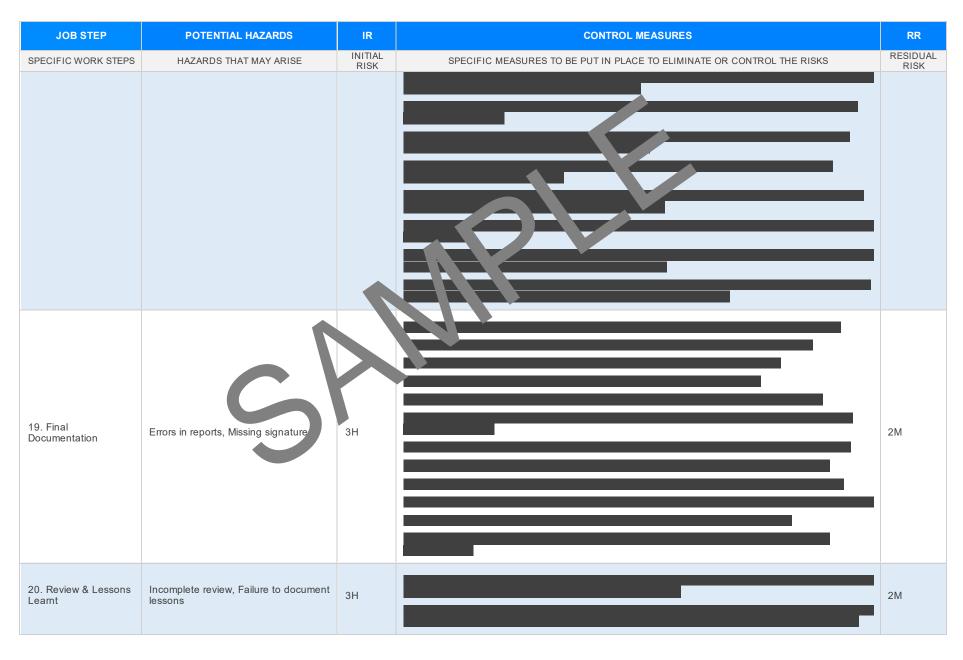
JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
15. Post-Lift Inspection	Overlooked damage, Incomplete documentation	3Н		2M
16. Crane Dismantling	Improper disassembly, Pinch points	4A		3Н
/ersion 2.5	Authorised by		Review # Date of Issue: Review Date:	



JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
				1
17. Debriefing Session	Missed feedback, Communication issues	3н.		2M
18. Removal from Site	Traffic management, Re-entering public areas	4A		2M

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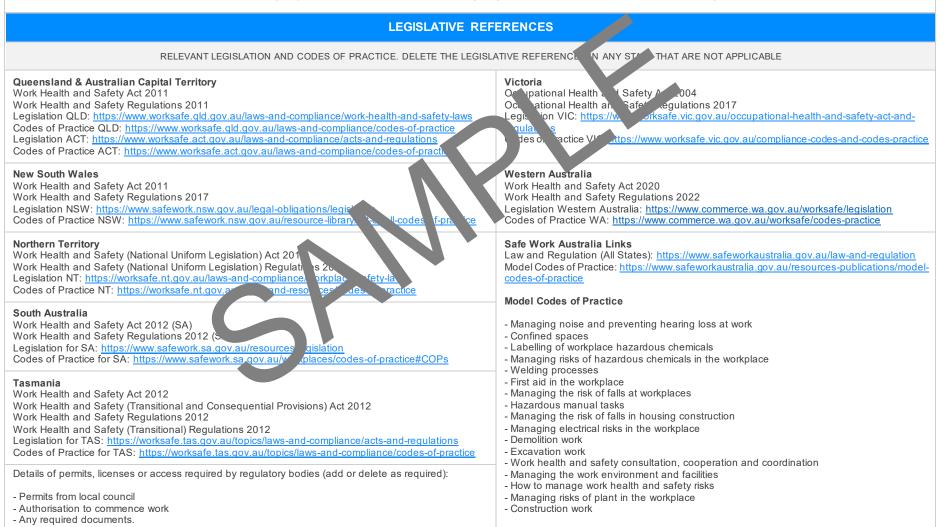
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JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK

EMERGENCY RESPONSE – CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.



SIGNATORIES OF THE SAFE WORK METHOD STATEMENT

The signed and dated personnel listed below have cooperated in the consultation and development of this Safe Work Method Statement which has been approved by the Person/s Conducting a Business or Undertaking (PCBU). In signing this Safe Work Method Statement each individual acknowledges and confirms that they have read this SWMS in full, having raised any questions for items on this Safe Work Method Statement that require clarification, and confirms that they are competent, skilled and knowledgeable for the task assigned to them. Every person acknowledges that they have received the relevant training and qualifications where required, before carrying out any work contained in this Safe Work Method Statement. By signing this Safe Work Method Statement each individual agrees to work safely, to follow any safe work instructions which are provided, and agrees to use all Personal Protective Equipment where appropriate.

Worker Name	Signature	Date

SAFE WORK THE S ATEM AT MONITORING AND REVIEW The SWMS must be reviewed regularly to make sure it remain effect. and mu be reviewed (and The SWMS must be monitored regularly for the effectiveness of ensuring hazard controls are revised if necessary) if relevant control measures are revised. The s should be carried out in effective in reducing the risk of incidents, keeping the workplace safe for all personnel. The view consultation with workers (including contractors person responsible for monitoring the effectiveness of the Safe Work Method Statement should ntractors nay be cted by the operation of the SWMS and their health and safety representatives who rep sented that work group at the employ a multi-faceted approach which includes but is not limited to: workplace. 1. Spot Checks. When the SWMS has been revised the PCBU must ensure the all versons involved with the work are 2. Consultation with workers, contractors and sub-contractors. advised that a revision has been made and how they can acce the revised SWMS, including all persons 3. Internal audits on a continual basis who will need to change a work procedure or system as a reof the review are advised of the changes in a way that will enable them to implement their duties ntly with the revised SWMS. All workers that An approach of continuous improvement, promptly recording inconsistencies or deficiencies, will be involved in the work must be provided with the relevant information and instruction that will assist followed up by immediate corrective action and consultation with all relevant personnel ensures them to understand and implement the revised SWMS. that the PCBU is consistently developing ever-improving systems of safe work principles.

REVIEW NUMBER	1	2	3	4	5	6	7	
NAME								
INITIALS								
DATE								

SAFE WORK METHOD STATEMENT REVIEW CHECKLIST

This Safe Work Method Statement Review Checklist is to be followed and used upon initial development of the SWMS to help ensure that all steps have been adequately taken before work commences. Think of this document as an internal audit review checklist before commencing work, and may form part of a Toolbox Talk (safety meeting) and may be used as an opportunity for education and training.

ITEMS WHICH MUST BE INCLUDED IN THE SWMS	COMPLETED	COMMENTS
The company details have been entered, including the project name and address.		
All relevant personnel consulted during the development of the SWMS.	\boxtimes	
Name, signature, position and date signed of the person approving the SWMS.		
Specific personnel and qualifications, experience is noted in the SWMS.	7	
Provides a step-by-step process of tasks required to carry out the activity or task.		
Adequate risk assessment of any identified hazards has been completed.		
Foreseeable hazards are identified and documented for each step.	\boxtimes	
Any hazards listed in any site risk assessments have been added to the Sλ. S.	\boxtimes	
SWMS initial risk (IR) column as well as residual risk (RR) column completed.	\boxtimes	
Check control measures added to the SWMS are the most effective sections.	\boxtimes	
Responsible person is assigned and listed on the spiral of the spiral entry of control measures.	\boxtimes	
Permit or licenses requirements specified, so in as Hot Work, Electrical Work, Work at Heights etc.	\boxtimes	
SWMS identifies plant and equipment to be	\boxtimes	
Details of inspection checks required for any equipment lister are noted on the SWMS.	\boxtimes	
Describes any mandatory qualifications, experience, ang or skills required to perform the work.	\boxtimes	
Applicable personal protective equipment is selected on the SWMS.	\square	
Reflects and documents any legislative references and/or Australian Standards.	\boxtimes	
Identifies any hazardous substances used with specific control measures in line with any SDS.	\boxtimes	
REVIEWED BY	DATE REVIE	EWED
SIGNATURE	DATE COMP	LETED