



<p align="center">RISK RATING</p> <p align="center">1 HIGH</p> <p align="center">2 MEDIUM</p> <p align="center">3 LOW</p>	<p align="center">SAFE WORK METHOD STATEMENT</p> <p>Title: : Elevated Platform Boom Operations</p> <p>Ref No: 1</p>	<p>I approve the use of this Safe Work Method Statement:</p> <p>NAME: _____ POSITION: Department Manager</p> <p>SIGNATURE: _____ DATE: ___/___/___</p>
		<p>Project MEWP</p>
<p>Critical Steps in this Activity:</p>	<p>Potential Hazards:</p>	<p>Safety Controls:</p>
<ul style="list-style-type: none"> • Use of an mobile work platform (boom lift) • HIGH 	<ul style="list-style-type: none"> • Fall from platform • Tip machine • Collision • Operated by unauthorized / unqualified person(s) 	<ul style="list-style-type: none"> • Carry out daily inspections / checks as per manufacturers operating manual and Operator Daily Safety Checks on the cover of the log book and give to team leader • Check and familiarize yourself with the operation of platform emergency descent and/or operator retrieval system at ground controls • Read all manufacturers safety decals/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
<ul style="list-style-type: none"> • Check work area for operational hazards • HIGH 	<ul style="list-style-type: none"> • Fall from platform • Tip machine over • Collision / Injury • Operated by unauthorized / unqualified person(s) 	<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 concrete 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 from power supply company for distance to be maintained from overhead power supply

<ul style="list-style-type: none"> • Operating MEWP • HIGH 	<ul style="list-style-type: none"> • Fall from platform • Tip machine over • Collision / Injury • Operated by unauthorized / unqualified person(s) 	<ul style="list-style-type: none"> • All persons operating a scissor lift must have completed required training and have a certificate issued by or on behalf of the Elevated Work Platform Association of Australia • Safety harness to be worn and connected to designated anchorage point at all times whilst in the EWP basket • Never stand or sit on kickboards, handrails or mid rails, ensure gate is securely closed • Ensure tyres are inflated to correct pressure (where necessary) • NEVER operate when wind speeds are too strong if operating outdoors • If outriggers fitted ensure they are fully extended and on a solid bearing • Ensure you look up, down, forward, backwards, left and right when driving
<ul style="list-style-type: none"> • Working MEWP • HIGH 	<ul style="list-style-type: none"> • Tip over • Injury to person below • Fall from platform 	<ul style="list-style-type: none"> • Do not use as crane or hoist • Do not over load the platform, observe and do not exceed SWL and permitted number of occupants • Never use to pull or push other objects • Ensure all tools and materials are safely stored with no slip/trip hazards • Set up exclusion zone around the base of boom lift and appropriate signage to be in place where deemed necessary • Keep away from pinch points • Never enter or exit platform while elevated • Never use ladders or other items to gain additional height • Keep within the confines of the work platform. Do not lean out over sides of the platform
<ul style="list-style-type: none"> • Securing MEWP after use • HIGH 	<ul style="list-style-type: none"> • Injury to person(s) below 	<ul style="list-style-type: none"> • Lower platform at the end of shift, position in safe location, remove keys and secure

<ul style="list-style-type: none"> • Refueling the MEW • HIGH 	<ul style="list-style-type: none"> • Fire • Slips, trips, falls • Spills • Contact with chemicals • Inhaled petrol vapors 	<ul style="list-style-type: none"> • Equipment is to be turned off and shut down • Do not use mobile phones • Avoid sources of ignition, heat, sparks • Ensure fully charged carbon dioxide, Dry chemical or foam extinguisher is in close proximity when refueling • Ensure funnel or nozzle attachment is used when refueling • Ensure spill kit is available and close at hand when carry out refueling • Avoid contact with eyes, eye protection to be worn • Over spills to be immediately cleaned up • Remove any contaminated clothing and wash prior to re-use • Do not intentionally inhale vapors
<ul style="list-style-type: none"> • Response to fuel / hydraulic spills from refueling the MEWP • HIGH 	<ul style="list-style-type: none"> • Fire • Slips, trips, falls • Contact with chemicals • Inhaled petrol vapors • Entering drains • Contamination of surrounding water bodies and or soils • Incorrect disposal 	<ul style="list-style-type: none"> • Avoid sources of ignition, heat, sparks • Use the spill kit and follow the procedures • When a spill occurs STOP the spill at the source • Use booms or similar to surround and contain spill • Use absorbent material to ABSORB the spill • DISPOSE of used absorbent material into contaminated waste bags supplied in the spill kit • Dispose of this clean up material as per EPA guidelines • Use appropriate waste contractor for disposal • Disposal document must be supplied and recorded on file in the depot • Restock spill kit

License/Training		List Plant-Equipment	
<i>Drivers License Work Activity Induction Red Card</i>		<i>MEWP, Safety Harness, Signs, Bollards, Barriers, Truck</i>	
List: /Personal Protective Equipment required for this Activity	List Equipment Maintenance Checks required for this Activity	Engineering Certificates	Hazardous Substance
<i>Hi visibility clothing Ear Protection Eye Protection Sunscreen Combination Helmet Safety Boots</i>	<i>Plant Log Sheets</i>	Type	Type <i>Spill Kit Fuel</i>
Duties & Responsibilities			
To ensure the safety of co-workers and general public. To report all incidents and near misses to team leader. Ensure equipment is in safe working order. Perform safety checks of equipment			

Safe Work Method Statement

The personnel listed below have been made aware of and understand the procedure, hazards and control measures outlined in the Safe Work Method Statement. They will abide by the control measures outlined within the Safe Work Method Statement.

Name	Position	Signature

Any changes, additions or deletions made to this Safe Work Method Statement are to be covered with the above personnel and The Principal Contractor representative at a Toolbox meeting. (Record date and time of Toolbox meeting below)

Date: _____
Time: _____
Comments: _____

Reviewed by: _____ **Date:** _____