Safe Work Method Statement
Lifting Concrete Items

HRSWMS No. 8
Revision 11

Organisation	RAR Cranes Australia Pty Ltd	**Contact**	Andrew Bodman
ABN	53 629 970 252	**Contact Position**	Director
Address	38 Bedford St, Queanbeyan, NSW 2620	**Contact Phone**	02 6299 6100

Project Details	Detailed RAR Site Specific Job Docket	**Supervisor**	Crane Operator
Activity	Lifting Concrete Items	**Position**	Crane Operator
Resources	Crane Driver/Dogman/Rigger		

Plant	Crane detailed on RAR Job Docket		
PPE Required		**Injuries and Incidents**	All injuries and Incidents are to be reported to Head Contractor and RAR Management

Maintenance	Every 250 hours as per manufacturers specification, Daily Pre-Start checklists
Materials Involved	Plant, Chains, slings, timber, lifting equipment.
SWMS Review	SWMS are monitored and reviewed annually or as required. Amended only after consultation with RAR staff and Safety Advisor

Emergency Procedures

Plant Mechanical Failure

1. Shut down plant
2. Isolate plant
3. Notify RAR and Site Manager
4. Implement lockout for Repair

Plant Collision/Rollover

1. If any injuries, call 000
2. Direct emergency services to site
3. Contact First Aid – Two Way/Nurse Call/Verbal
4. Isolate the area
5. Notify RAR and Site Manager

This SWMS has been developed in consultation with all RAR Employees
RAR Crane Safety Plan, Crane Compliance paperwork, Insurances and SWMS are available at www.rargroup.com.au/ohs

Sign Off	WHSE Coordinator	Contact No	Date
James Skvorc	James Skvorc	0407 453 450	03/04/2026

Legal Information

Legislation	
A.C.T	**N.S.W**
Work Health & Safety Act 2011	Work Health and Safety Act
Work Health & Safety Regulations 2011	Work Health and Safety Regulations
Workers Compensation Act	Workers compensation Act
Machinery Act	Workers Compensation Regulations
Machinery Regulations	
Codes of Practice	
A.C.T	**N.S.W**
Construction Work	Construction Work
How to Manage Work Health and Safety Risks	How to Manage Work Health and Safety Risks
Managing Risks of Plant in the Workplace	Managing the Risks of Plant in the Workplace
Hazardous Manual Tasks	Hazardous Manual Tasks
Work Health and Safety Consultation Cooperation Coordination	Work Health and Safety Consultation Cooperation Coordination
Managing Noise and Preventing Hearing Loss at Workplaces	Managing Noise and Preventing Hearing Loss at Work
Managing the Work Environment and Facilities	Managing the Work Environment and Facilities
Managing Risks of Falls at Workplaces	Managing the risk of falls at workplaces
National Code of Practice for Precast Tilt-Up and Concrete Elements in Building Construction	
Industry Guidelines	
CICA Crane Safety Manual	
Australian Standards	
AS/NZS ISO 31000 Risk Management	**AS 3850.1** Prefabricated concrete elements-General requirements
AS 2550.1 Cranes, hoists and winches - Safe use General requirements	
AS 2550.5 Cranes, hoists and winches - Safe use Mobile cranes	
AS 3850.1 Prefabricated -General requirements	
AS 3775.2 Chain slings for lifting purposes - Grade T(80) and V(100) Care and use	
AS 1353.2 Flat synthetic-webbing slings Care and use	
AS 4497.2 Roundslings - Synthetic fibre Care and use	
AS 2741 Shackles – 2002 (R2014)	
AS/NZS 2161.1 Occupational protective gloves Selection, use and maintenance	
AS 1319 Safety signs for the occupational environment	

High Risk Activity Identification

Item No	High Risk Activity	Applies to Project?
1	Require High Risk Licence	Yes
2	Is carried out at an area in a workplace in which there is any movement of powered plant	Yes
3	Involves a risk of a person falling more than 2 meters	No
4	Is carried out on a telecommunication Tower	No
5	Involves the demolition of an element of a structure that is load bearing or otherwise related to the physical integrity of the structure	No
6	Involves or is likely to involve the disturbance of asbestos	No
7	Involves structural alterations or repairs that require temporary support to prevent collapse	No
8	Is carried out in or near a confined space	No
9	Is carried out in or near existing residential building	Yes
10	A shaft or trench with an excavated depth of more than 1.5 meters	No
11	A tunnel	No
12	Involves the use of explosives	No
13	Is carried out on or near pressurized gas distribution mains or piping	No
14	Is carried out on or near chemical, fuel or refrigeration lines	No
15	Is carried out on or near energized electrical installations or services	Yes
16	Is carried out in an area that may have a contaminated or flammable atmosphere	No
17	Involves Tilt up or pre-Cast Concrete	Yes
18	Is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor that is in use by traffic other than pedestrians.	Yes
19	Is carried out in an area in which there are artificial extremes of temperature	No
20	Is carried out in or near water or other liquid that involves a risk of drowning	No
21	Involves diving work	No
22	Involves the Processing of crystalline silica material using a power tool or mechanical process	No

The RAR CLEAR Priciples are to be used for Every Lift:

Communication

- Radio is working or you are in view of the driver
- Give clear and precise directions

Lifting gear is appropriate for the lift

- Chains/slings/shackles et. Are rated for the lift
- Chain size, Angle factor and Reeve factors considered
- All lifting gear is inspected before use

Every load is inspected 360 degrees before lifting

- Check position and bite of chains/slings and look for loose items
- Come up slowly on the hook until clear of all obstructions

Area of work area is clear

- Check for – Public/other workers, Vehicles/plant, Powerlines, Scaffold, Trees

Recheck under load for loose items before going above head height

If you have any concerns about a lift STOP immediately. Clear the area and bring the load back to the ground. If issue cannot be resolved call your supervisor

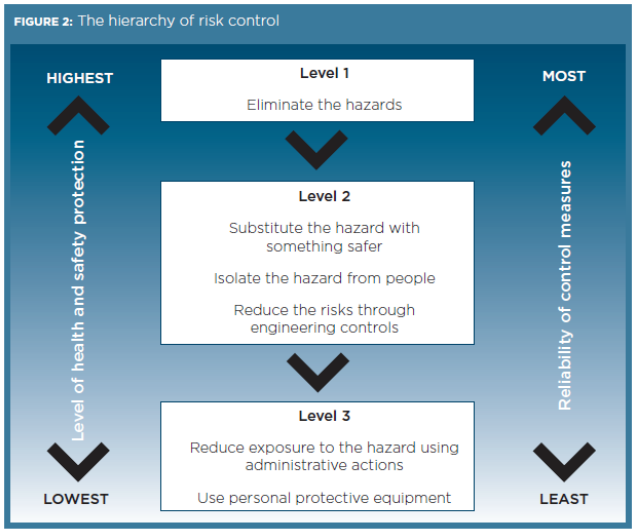
Likelihood: How likely is it to happen	Consequences: How severely can it hurt someone? Minor	Moderate	Major	Extreme
Very Likely	7 Medium	11 Medium	14 High	16 High
Likely	4 Low	8 Medium	12 Medium	15 High
Unlikely	2 Low	5 Low	9 Medium	13 Medium
Very Unlikely	1 Low	3 Low	6 Low	10 Medium

Consequence Definitions	
Extreme	Single or multiple fatality, Critical incident for business, over $100,000 business loss
Major	Severe injury with some weeks off work (e.g. amputation, de-gloving, loss of eye etc), over $50,000 business loss
Moderate	Considerable injury (e.g. major cut/graze, stitches, crushed finger etc), over $10,000 business loss
Minor	Minor injury (e.g. cut finger requiring band-aid, small graze etc), minimal to no business loss

Likelihood Definitions	
Very Likely	Constant exposure to the hazard, easily foreseeable, could happen any moment, has happened on several occasions
Likely	Regular exposure to the hazard, could happen at times, has occurred before
Unlikely	Infrequent exposure to the hazard, could happen but not likely, has occurred once before somewhere
Very Unlikely	Rarely exposed to the hazard, not really expected, have never heard of it happening

Risk Treatment	
High 14 – 16	Do Not Proceed. To be reported to the Operations Director and actioned immediately to lower the risk level.
Medium 7 – 13	To be further controlled as reasonably practicable. Work can proceed with supervision and approval from the supervisor
Low 1 - 6	To be controlled as per standard works e.g. SWMS and chosen controls. Ongoing monitoring by workers / supervisors.

RISK MANAGEMENT



Risk Assessments

Item No.	Task	Hazards/Risks	Initial Risk Rating	Controls	Residual Risk Rating	Responsibility
1	Arrive on site	Setting up in the wrong location	14	**Eliminate -** Head contractors to be contacted before entering onto site to confirm set up location.	9	Crane Crew
		Personnel and Plant not site compliant	11	**Admin –** Complete Head Contractor Site Induction and Plant Compliance paperwork before commencing work.	3	Crane Crew
		Crushing of pedestrian	14	**Engineer** – Dogman to exit crane and act as spotter when crane is moving on site. Orange flashing light/s operational when moving onsite and reversing beeper to be in operation when reversing.	9	Crane Crew
		Injury due to tripping over materials on the ground	11	**PPE –** Ankle high, lace up Safety Boots to be always worn when outside crane cab.	3	Crane Crew
		Being struck by plant	14	**PPE** - Hi Visibility clothing to be worn at all times.	9	Crane Crew

		Potential exposure to airborne contaminants	**11**	**Admin** – Visually inspect work site activities and assess tasks that may create dust/airborne contaminants. **Isolation** – **DO NOT** conduct works in an area where airborne contaminants or Silica dust are being generated. If other site trades are not controlling their hazards report it to the site supervisor. **Admin** – Notify site safety team & RAR management if activities are deemed unsafe due to potential contact with airborne contaminants.	**5**	Crane Crew
2	Complete Pre-Start Daily Checklist for crane.	Crane not operating as per manufactures specifications.	**14**	**Engineer** - Complete Daily Operator Checks on Crane and Lifting Gear each morning before commencing work and fill in Daily Operator Checklist. If a safety malfunction is identified, equipment is not to be operated and Lock Out fitted. Head Contractor to be notified of Lock Outs.	**9**	Crane Driver
3	Complete RAR Site Specific Risk Assessment and Toolbox Talk.	Crane not setting up in suitable area or in suitable conditions.	**14**	**Isolate** - Before setting up crane complete RAR Site Specific Risk Assessment & Toolbox Talk on the RAR Site Specific Job Docket. Consult with crew and Head Contractor Forman and ask all participants to sign off before commencing works. This Risk Assessment asks the crew and foreman to consider the risks associated with setting up a crane on site, before it is set up.	**9**	Crane Crew
4	Set up crane		**14**	**Admin -** Complete all steps in **RAR SWMS No.1 Crane Setup/Pack up**.	**9**	Crane Crew

5	Hooking up loads	Load falling	14	**Engineer -** Only qualified Dogman to hook up a load and direct the crane. Ensure all loads are secured to prevent risk of item falling. If unsure of how to sling the load, ask questions of other RAR employees and your supervisor. Always complete a test lift if unsure	9	Crane Crew
		Lifting gear / Plant failure	14	**Engineer -** Use correct sized lifting gear for the load being lifted. Choke load whenever possible. **Engineer -** Refer to and follow manufacturer's instructions and specifications. Consult crane load charts to verify that the crane has the necessary rated capacity and design classification prior to carrying out any lift. If weight of item is unknown complete a test lift. If load cannot be lifted within the SWL of the crane at that radius, **stop the lift** and complete a lift study to determine correct crane for lift.	9	Crane Crew
6	Lifting precast concrete elements	Precast Panels - Concrete elements falling	14	**Engineer -** Check swift lift lugs and/or clutches are secure and are the correct size. **Eng** - RAR Riggers to communicate with Dogman & confirm the intended panel number and panel location. Refer to and follow engineering shop drawings detailing installation, lifting/rigging of each panel. **The Crane crew are in control of all rigging and lifting of all panels.**	9	Crane Crew

		Road Barriers – barrier falling	14	**Engineer -** Check swift lift lugs and/or clutches are secure and are the correct size. **Admin** – Check condition of lifting lug is good. If unsure of the condition use chains to choke the load.	9	Crane Crew
		Misc. concrete items – item falling	14	**Engineer** - Lifting equipment must be of adequate size for the weight of the item being lifted. Use lifting diagram where available. **Admin -** Calculate approx. weight of concrete block (Concrete weighs approximately 2500kg/m3). Operator to be informed of calculated load weight and ensure load is within chart with an additional 30% safety factor included. **Engineer** - Carry out test lift to ensure item is not too heavy and item is slung appropriately. **If in any doubt with the lifting configuration, STOP and ask your supervisor.**	9	Crane Crew

7	Rotating precast concrete panels	Precast panel falling	**14**	**Isolate –** Instate exclusion zones at rotation location (allow an additional 20% of the panel height) **Engineer** – Ensure all safety devices are working on the crane (both anti two-blocks). Ensure the crane is correctly configured to use both winches (see operators manual). **Admin –** The person in charge of rotation/dual crane lift must hold an **Intermediate** Riggers ticket. **Engineer** – Check all lifting clutches are engaged correctly and facing the correct way. **Admin –** If rotating panels with external company, ensure Toolbox talk / Risk assessment is competed prior wi9th external subcontractor and builder – Inspect gear and lift plan	**9**	Crane Crew Builder External Subcontractor
8	Landing loads	Slips, trips and falls Collapse of landing area	**14**	**Isolate -** Ensure landing area is suitable for landing the load and make sure it is clear of trip hazards. Once load has been landed ensure no items are protruding from load. **Engineer -** Ensure landing area is capable of carrying the weight of the item being landed. Spread loads to avoid point loading. After unhooking load continue to communicate with the crane driver and watch chains until clear of any obstructions. **If in doubt ask your supervisor and the site staff**	**9**	Crane Crew

		Precast panel falling	14	**Admin – The rigging company that is installing the precast panels are responsible for notifying the dogman of when to release the load.** Before dropping any weight of a precast panel take advice from the rigging crew.	9	Crane Crew

SWMS Review

SWMS Implemented	03/04/2026
Last Review Date	03/04/2026
Person Conducting Review	James Skvorc
Position	WHSE Coordinator

Qualifications

Qualifications required to carry out the task?	Who is required to have the qualification?	When will this be done?
Safety Advisor	Safety advisor is responsible for the implementation and induction into the SWMS	Prior to work commencing and ongoing by workplace audits and site inspections.
Construction Induction Card. (White Card)	All workers	Prior to commencing work
Asbestos awareness card	All workers	Prior to commencing work
Silica awareness training	All workers	Prior to commencing work
Dogging High Risk License	Dogman	Prior to commencing work
Rigging High Risk License	Riggers	Prior to commencing work.
Crane Operator High Risk License	Crane Operators, all classes	Prior to commencing work.
RAR Group Induction	All RAR employees	Prior to commencing work

Safe Work Method Statement
Lifting Concrete Items

HRSWMS No. 8
Revision 11

By signing below I confirm that:

1. I confirm that I have a copy of this SWMS on my phone (Employment Hero)

2. The SWMS and relevant Legislation /Codes of Practice to this task has been explained to me

3. I fully understand this SWMS and I have been consulted in the preparation of this SWMS

4. My qualifications are current, and I am competent to undertake this activity

5. I will comply with the SWMS otherwise I will stop work immediately

6. I will alert my supervisor if I believe I am not trained adequately to undertake any tasks

Site risk assessments may require SWMS to be amended to suit the task and conditions, this will be done in consultation with RAR crane crews, site management and RAR WHSE Coordinator. Induction into RAR SWMS was conducted by Safety Advisor.

Name	Date	Signature	Name	Date	Signature

Name	Date	Signature	Name	Date	Signature