

Environmental and Occupational Health & Safety Unit

OHS CHECKLIST

BUILDER'S PRECAST DELIVERY AND ERECTION RESPONSIBILITIES CHECKLIST

Site name & address _____ Date: ____ / ____ / ____

OH&S/Builder's Rep _____ Rigger in charge _____

Must be intermediate [RI] or advanced [RA]

This checklist must be completed by the site OH&S Representative [or the builder's senior management representative] in conjunction with the person from the erection crew appointed as the 'rigger in charge', before panels or elements are unloaded on site. If not completed by the site OH&S Representative, a copy must be provided to them.

The 'Qualification Register for Panel Erection' on the reverse side must also be completed.

Yes No

- | | | |
|---|--------------------------|--------------------------|
| • Pre-start meeting of OHSR/Shop Steward and erection crew | <input type="checkbox"/> | <input type="checkbox"/> |
| • The erection crew members are all suitably qualified to perform precast erection work | <input type="checkbox"/> | <input type="checkbox"/> |
| • The approved Precast Manufacturers Birth Certificate has been supplied with each individual Precast panel or element to site and has been correctly completed | <input type="checkbox"/> | <input type="checkbox"/> |
| • No precast panel/element is less than 72 hours old | <input type="checkbox"/> | <input type="checkbox"/> |
| • The builder's Erection Design Engineer [EDE] has certified the approved erection sequence, and provided it to the erection crew | <input type="checkbox"/> | <input type="checkbox"/> |
| • Shop drawings, including layout drawing/marketing plan has been given to erection crew | <input type="checkbox"/> | <input type="checkbox"/> |
| • Erection crew SWMS's are complete and appropriate for this site | <input type="checkbox"/> | <input type="checkbox"/> |
| • Precast delivery considerations are part of the overall site traffic control management plan, including: | | |
| - crane and truck access to site is safe, and the ground is stable | <input type="checkbox"/> | <input type="checkbox"/> |
| - ground surface for unloading delivery truck is level | <input type="checkbox"/> | <input type="checkbox"/> |
| - there is adequate room for extended crane outriggers, crane tail/counterweight swing | <input type="checkbox"/> | <input type="checkbox"/> |
| - there is a safe lifting route from the truck to the point of installation | <input type="checkbox"/> | <input type="checkbox"/> |
| • Written confirmation that the required concrete strength for slab/footings (as per design specifications) has been provided to the erection crew | <input type="checkbox"/> | <input type="checkbox"/> |
| • The transport frame compliance plate/certificate of compliance is current and relevant to the particular transport frame | <input type="checkbox"/> | <input type="checkbox"/> |
| • Safe access to precast panels/elements lifting points has been provided | <input type="checkbox"/> | <input type="checkbox"/> |

Comments:

Unless all of the above boxes are ticked 'Yes', and both the site OH&S Representative and the erection crew are satisfied that it is a true and accurate reflection of the conditions on site, precast concrete panels/elements must not be unloaded.

Safety is union business.

Stand up. Speak out. Come home.

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OHS CHECKLIST**Appendix K. Qualification register for panel erection**

From National Code of Practice for Precast, Tilt Up and Concrete Elements in Building and Construction.

Project name and address _____

Prescribed Activities Register (Ticket Holder) _____

Name	Certificate Type	Certificate Number	Activity involved in *

*i.e. crane operation, supervision, panel securing etc

Trainee Register

Trainee Name	Activity involved in	Trainee Logbook Supplied	Supervisor	Period of experience in activity

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