



Safe Work Method Statement

Rope Access Operations

KWN-SWMS-006

SWMS Development Date:			Client Name:							
Work Activity:			Project Name / Number:							
			Project Address:							
			Project SWMS Approver:							
SRG Global SWMS Responsible Person (name, sign and date):			Client SWMS Responsible Person (name, sign and date):							
SWMS Development Team:										
Relevant Legislation etc:	Work Health and Safety Act 2020, Work Health and Safety (General) Regulations 2022, Work Health and Safety (Mines) Regulations 2022, Environmental Protection Act 1986, Environmental Protection Regulations 1987, IRATA Code Of Practice, AS/NZS 5532 Manufacturer's requirements for single point anchors, AS 1657:2018 Fixed Platforms, Walkways, Stairways and Ladders, AS/NZS 1891.1 Part 1: Safety Belts and Harnesses, AS/NZS 1891.2 Part 2: Horizontal Lifeline and Rail Systems, AS/NZS 1891:3 Part 3: Fall Arrest Devices, AS/NZS 1891.4 Part 4: Selection, Use and Maintenance of Industrial Fall Arrest Systems and Devices, AS2625 Safe Working in a Confined Space ISO 22846.1: Personal equipment for protection against falls - Rope access systems - Part 1: Fundamental principles									
Permits Required:	☒ Work at Heights	☐ Confined Space	☐ Hot Works	☐ EWP	☐ Ground Penetration	☐ Isolation				
	☐ Other									
Plant and Equipment Required (includes signage and emergency equipment):			Tools and Materials Required:							
Barricading, signage, rescue equipment, tetra radio			Rope access equipment as determined for the task, along with the appropriate rescue equipment in accordance with the approved rescue plan							
ANY REVIEW OF THIS SWMS IS TO BE NOTED BLEOW, AND ANY CHANGES COMMUNICATED TO THE WORK GROUP INVOLVED IN THIS WORK ACTIVITY										
Review No:	1	2	3	4	5	6	7	8	9	10
Name:										
Signature:										
Date:										

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Safety Helmet	Eye Protection	Safety Visor	Hand Protection	High Vis Clothing / Vest	Hearing Protection	Dust Mask	Half Mask	Full Face respirator	Fall Arrest Harness	Safety Boots
☒	☒	☐	☒	☒	☒	☐	☐	☐	☒	☒

Critical Risk Manual sections relevant to this SWMS to be reviewed before work commences.

										
Cranes & Lifting Gear	Road Transport	Ground Failure	Hazardous Materials	Mobile Plant	Release of Energy	Simultaneous Operations	Temporary Works	Confined Spaces	Work at Height	Work Near Water
☐	☐	☐	☐	☐	☐	☐	☐	☐	☒	☐

High risk construction work (SWMS only required if one of the below eighteen work activities are undertaken)

☒ Work at Height (WAH) applies where a person could fall more than 1.8 metres or is working within 2 metres of an open edge.	☐ Work on a telecommunication tower	☐ Demolition of load-bearing structure
☐ Likely to involve disturbing asbestos or ACM's	☐ Temporary load-bearing support for structural alterations or repairs	☐ Work in or near a confined space
☐ Work in or near a shaft or trench deeper than 1.5 m or a tunnel	☐ Use of explosives	☐ Work on or near pressurised gas mains or piping
☐ Work on or near chemical, fuel or refrigerant lines	☐ Work on or near energised electrical installations or services	☐ Work in an area that may have a contaminated or flammable atmosphere
☐ Tilt-up or precast concrete elements	☐ Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	☐ Work in an area with movement of powered mobile plant
☐ Work in areas with artificial extremes of temperature	☐ Work in or near water or other liquid that involves a risk of drowning	☐ Diving work

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Sign off Escalation Matrix (Ref.HSE Hazard and Risk Assessment Methodology COR-PRO-0112)

	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	P3 (MEDIUM)	P3 (MEDIUM)	P2 (HIGH)	P1 (EXTREME)	P1 (EXTREME)
Likely	P4 (LOW)	P3 (MEDIUM)	P2 (HIGH)	P2 (HIGH)	P1 (EXTREME)
Possible	P4 (LOW)	P4 (LOW)	P3 (MEDIUM)	P2 (HIGH)	P1 (EXTREME)
Unlikely	P4 (LOW)	P4 (LOW)	P3 (MEDIUM)	P3 (MEDIUM)	P2 (HIGH)
Rare	P4 (LOW)	P4 (LOW)	P4 (LOW)	P3 (MEDIUM)	P2 (HIGH)
Assessment Level	Safety & Health / Environment		Required Actions		
P1 (EXT))	The task must not proceed. Appropriate and prompt action must be taken to reduce the risk to an acceptable level		- Any risk with a rating of P1 EXTREME requires a Risk and Reward case to be included for approval. - Seek approval from the Managing Director to proceed with any activity associated with a risk with this risk score.		
P2 (HIGH)	The task can only proceed in extraordinary circumstances provided there is authorisation by the relevant Executive General Manager and a plan is in place to promptly reduce the risk to an acceptable level.		- Put in place a treatment plan to ensure risk remains within risk appetite and as low as is reasonably practical. - Executive team review treatment actions proposed by the head of the business unit if the risk is outside the organisation's risk appetite. - Risk Owner to maintain an active role in reviewing the appropriateness of the treatment plan with heads of department and EGM.		
P3 (MEDIU)	The task can proceed upon approval of the risk assessment by the relevant General/Divisional Manager. Implementation of a review cycle to review the risks and mitigate further wherever possible.		- Develop treatment plan to ensure the risk is as low as is reasonably practical. - Continue to watch and monitor. Include on the risk register. - Risk owner should report to the risk manager if they are unable to ensure the risk is within risk appetite or as low as is reasonably practical.		
P4 (LOW)	The task can proceed upon approval of the risk assessment by the risk owner. (Responsible Manager overseeing the task)		- Continue with current controls and monitor risk. - If risk is managed consistently and controls are embedded within business activities, consider removing risk from risk registering in consultation with Risk Manager.		

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1	Carry out Job Hazard Analysis (JHA) for the task.	- Unidentified hazards exposing crew to significant injury - Hazards not identified due to inadequate planning - Interaction with live plant or operational equipment - Change in task scope, environment or SIMOPS not reassessed	- The hierarchy of control shall be applied and documented, confirming why work at height cannot be eliminated and why fall prevention or fall restraint is not reasonably practicable before selecting fall arrest - Confirm the preferred access method (fixed platform, scaffold, Ladder, MWP/EWP, rope access) has been selected using the hierarchy of control and documented in the JHA/L2RA, including justification where alternate access is not reasonably practicable. - A JHA must be completed prior to the commencement of work and reviewed daily or when task conditions change. - All work crew members to participate in the JHA process and sign onto the JHA to confirm understanding of the identified hazards and controls. - The JHA must be reviewed and approved by the Supervisor prior to work commencing. - The JHA must specifically identify any interaction with live plant, operational equipment, or plant start-up activities. - All hazards and associated control measures relevant to each step of the task must be clearly identified and documented.	P4

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			• Prior to any working at heights task, a Pre-Commencement Inspection Checklist must be completed by the Supervisor to verify that all required controls are in place and will not obstruct live plant operation, emergency equipment, or isolation points. • Scoping must be conducted in consultation with the client (Area Owner / Isolation Officer / Shutdown Coordinator) where working at heights is utilised in or near live processing equipment. • Where working at heights has the potential to hinder plant operation, access, emergency response, or start-up, this must be documented and approved prior to work commencing. • Where a potential fall greater than 1.8 metres exists, fall prevention or fall arrest systems shall be implemented. Elimination and engineered controls must be considered before administrative controls or PPE.	
2	Permits and Training	• Incorrect or unauthorised permit issuance • Permit roles incorrectly assigned • Untrained or unverified workers exposed to fall hazards	• All personnel performing Work at Height must be trained, assessed and deemed competent in accordance with a relevant nationally recognised unit of competency and must hold current site-specific verification of competency (VOC).	P4

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		Workers unaware of task-specific hazards and controls	- Working at Height Permit Issuers must be formally authorised. The Permit Holder and Permit Issuer shall not be the same person. - Spotters and standby personnel must be trained in working at heights and familiar with the task-specific rescue plan - Ensure there is a WAH permit in place, completed by the permit holder and approved by the permit approver NOTE: The permit holder and permit approver cannot be the same person. - The copy of the WAH permit is to be taken into the work area & personnel review and sign onto the permit - Working at Height Permits shall remain valid only for the duration specified by site Permit to Work requirements and must be revalidated where conditions change. - Emergency Services shall be notified where required by the Working at Height Permit or where the task has been classified as High-Risk Working at Height.	
3	Develop a Rescue Plan	Inability to perform timely and effective rescue, leading to serious injury or fatality.	A Rope Access Rescue Plan (AST-FRM-0025) must be completed by the technicians undertaking the work and approved by the IRATA Level 3 Supervisor.	P4

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			• Required rescue equipment must be available on standby or preferably rigged to rescue if practical. • All personnel must understand their role in performing a rescue. • Each shift, all workers must review and sign the rescue plan before commencing work. The plan must be reviewed and approved by the IRATA Level 3 Supervisor. • Prior to commencing rope access activities, each employee involved must be briefed, read, and understand the written rescue plan for that task. • Continuous communication must be maintained between the IRATA Level 3 Supervisor and the work team (via voice, radios, hand signals, horns, whistles, or telephone). The method used must be documented in the JHA and rescue plan. • All works involving aid climbing must be risk assessed by an IRATA Level 3 Supervisor to ensure adequate planning, safe execution of the task, and confirmation that a suitable rescue method is in place. • A reliable means of evacuating an injured rope access worker must be identified, including	

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			provisions for remote areas. - Where required, the IRATA Level 3 Supervisor must assess the task and implement additional controls such as: - Deploying additional IRATA Level 3 Supervisors - Limiting the ratio of IRATA Level 3 Supervisors to Technicians - The IRATA Level 3 Supervisor must hold a valid First Aid and CPR certificate. - Personnel must know the location of the nearest emergency services and the contact details required to raise an alarm and request support.	
4	Selection and Pre-Use Inspection of Rope Access Equipment	Use of faulty, damaged, or uncertified rope access equipment.	- Daily inspections of all rope access equipment must be carried out before work begins by both individual users and the dedicated IRATA Level 3 Supervisor. - Any defective or uncertified items identified during inspection must be recorded in the SRG Global equipment register (EZYID system), secured in a QUARANTINE AREA. - Low-stretch textile ropes with a load-bearing core and protective sheath (e.g. Kernmantle) must be used for both working and safety lines. Ropes must comply with BS EN 1891 (Type A)	P4

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			or equivalent. - Webbing used for lanyards, harnesses, and other PPE must be selected to ensure abrasion or damage is easily identified. Where major dynamic load potential exists, ropes must be at least 11 mm dynamic rope to BS EN 892 or equivalent. - Anchor slings (textile, wire, or chain) must meet the following minimum ultimate load ratings: 15 kN for wire slings 22 kN for fibre/synthetic slings	
5	Use of Rope Access Personal Protective Equipment (PPE) and Buddy Checks	- Falls from height due to equipment failure, incorrect use, or detachment. - Loss of control while ascending/descending. - Equipment damage leading to failure. - Incorrect fitting or failure to identify defects during buddy checks.	- Helmets must conform to EN12492, providing mountaineering-standard protection with side impact resistance and Y-style chin straps rated to 50kg. Full body harnesses must be worn, designed for comfortable working positions with waist and leg loop padding, including a chest ascender as the connecting hardware. - Consider the use of comfort seats for tasks requiring technicians to remain in position for extended periods. - Each basic harness setup shall consist of: - Three cow's tails; - Two back up devices;	P4

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			○ A hand ascender; ○ A foot loop; ○ An ascender (Croll); and ○ A descender. • Cow's tails must be of appropriate quality and strength, at least equal to a single dynamic rope, and no longer than the operative's reach. • Each cow's tail must: ○ Be made of dynamic rope; ○ Be attached to the D-Ring of the harness; and ○ Comply with IRATA guidelines 2.7.8.2. • Ascenders and descenders must not be able to accidentally detach from the rope or disconnect under load. • Carabiners and connectors must be of a type that prevents inadvertent opening (e.g. screw lock), with a minimum closed-gate strength of 15 kN. • Backup devices must be of a type rated to arrest falls on static ropes. • All rope access equipment must be inspected daily and buddy checks completed before work begins by both the individual and the dedicated	

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			IRATA Level 3 supervisor. • Level 3 Daily Pre-Start Checklist to be completed when engaging in rope access. Checklist should be thoroughly populated and hazards discussed with team. • Level 3 checklist should be the last thing done before getting on ropes (apart from the buddy check).	
6	Selection of Rope Access Anchor Points	Failure of anchor points due to incorrect installation, inadequate strength, or unsuitable structural support.	• A single anchor securing a rope must withstand at least 15 kN. Where multiple anchors are used, they must act as a single independent anchor with a combined static strength of at least 15 kN. • Rigging angles must be below 120°. Efforts should be made to achieve $\leq 60^\circ$ with no more than 51% of load on each anchor. • Rope anchors must connect directly to substantial structural features approved by the IRATA Level 3 Supervisor with a working load limit ≥ 15 kN or as required for the task. • Connections must use appropriate, certified equipment with a working load limit equal to or greater than the rope. • Anchors must be loaded in the correct direction (shear or axial as appropriate). All anchoring	P4

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			methods must comply with AS/NZS ISO 22846.2. - Fixed anchors must only be installed by a Certified Structural Engineer or Rope Access Level 3 Technician with Advanced Rigger High Risk Work Licence, and written company approval (signed by Rope Access Manager). - If structural beams are used: - Slings must be wrapped around the beam and joined with a carabiner. - Beams not parallel to the work area must have slings double-wrapped and choked to prevent slipping. - Each working line and backup line must be attached to its own independent anchor, sling, and carabiners. - Anchor points must be assessed and approved prior to use by the IRATA Level 3 Supervisor. - All anchor systems must comply with IRATA guidelines and IRATA Codes of Practice.	
7	Monitor Changing Weather Conditions	Adverse or rapidly changing weather conditions impacting rope access safety.	- The IRATA Level 3 Supervisor may suspend work if they reasonably believe conditions are unsafe. - The IRATA Level 3 Supervisor must monitor and assess: - Workplace temperature and its effect	P4

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			- on personnel, rope access equipment, and task performance ○ High winds and their potential impact on technician safety and wellbeing ○ Rain and its effect on the work activity ○ Access and egress, including emergency and rescue procedures, in windy conditions ○ Risk of technicians or equipment being blown or dislodged during high or gusting winds • Where practicable, work tasks must be scheduled to utilise shade or shelter. Personnel must be monitored for fatigue and dehydration. • Rigging from scaffolding must only be undertaken with engineer approval and signed drawings confirming the build meets requirements for rope access anchor ratings (minimum 15kN). • Scaffolding must not be used as an anchor point unless prior approval has been obtained from the Rope Access Manager.	
8	Setup Work Area and Establish Exclusion Zones	• Unauthorised access to the work area. • Dropped objects causing injury.	• Establish exclusion zones to prevent unauthorised access to the work area. • Set up a designated drop zone beneath all rope access work areas before starting. • Cover and secure all openings, gaps, and grid mesh with appropriate material.	P4

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9	Setup and Rigging of Rope Access Equipment - Refer to Step #6 Hazards and Controls	• Incorrect rigging leading to falls from height. • Rope damage from abrasion, sharp edges, heat, or chemicals. • Inadequate rope protection or access setup. • Refer to Step #6 Hazards	• Rigging and rope protection setups must be reviewed each shift by the IRATA Level 3 Supervisor. • Each technician must have both a working line and a backup line, secured to independent anchor points. • The IRATA Level 3 Supervisor must ensure that all rope access systems are rigged correctly and in a suitable manner for the intended work to be performed. Such rigging requires at least: • That whenever possible, rigging angles do not exceed 90 degrees; • That all ropes that require deviations in excess of 20 degrees are re-anchored or employ "double-deviation" rigging; and • That ropes are not tangled or obstructed. • Identify and remove any hazards that could damage rope lines. • Apply the Remove–Avoid–Protect hierarchy to prevent ropes from contacting hazardous surfaces that may cause damage or failure. • Rope lengths must be appropriate for the task to ensure safe access to the work area. • Each rope must be independently protected to prevent damage, with the type of protection selected based on hazards present (e.g. abrasion, sharp edges, heat, chemicals). • Provide suitable access by rigging multiple	P4

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			ropes if required. • Stopper knots must be tied at the end of each rope to prevent inadvertent descent, or rope ends must be run to ground level where safe and practical. • Stopper knots must be positioned at least 300mm from the rope tails. • Refer to Step #6 Controls	
10	Undertaking Rope Access Activities	• Falls from height due to equipment misuse, failure, or incorrect supervision. • Dropped objects striking personnel below. • Inadequate communication leading to uncontrolled risks. • Contact with live electrical sources. • Unsafe handling of tools or equipment.	• Ensure all workers hold a valid IRATA license and a valid Verification of Competency (VOC). • Ensure all workers hold a valid working at heights qualification (RIIWH204E - Work Safely at Heights). • The IRATA Level 3 Supervisor must directly supervise and remain at the work location while rope access activities are undertaken. • Two independent methods of positive communication (e.g. radio and verbal, or radio and hand signals) must be maintained at all times. • Hardlink must be used as secondary backup protection when performing hot works. • Equipment >8 kg must be secured to an independent rope and never lowered directly above workers. • Hand tools and equipment ≤8 kg must be secured to the worker using tool lanyards rated	P4

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			for the load. • All tools and equipment must be secured with appropriate lanyards, pod bags, or separate rope systems to prevent dropped objects. • Electrical equipment should, where possible, be cordless, otherwise be of an 110V rating and in sound operating condition. • Never handle or lower live power tools by their electrical leads. • Personnel must keep rotating equipment clear of all ropes, cow's tails and clothing. • The IRATA Level 3 Supervisor must complete the Industrial Rope Access Level 3 Daily Prework Checklist (AST-INP-0012) before commencing the task. • The IRATA Level 3 Supervisor at any time may cease the activity of a rope access technician or the entire task if deemed unsafe.	
11	Rope Access Equipment Hygiene Post Task	• Faulty, damaged, or contaminated equipment not identified after use. • Reduced equipment lifespan due to poor cleaning, storage, or maintenance practices.	• On completion of work, all equipment must be cleaned, inspected for defects, damage, and maintenance requirements, then packed and returned to the designated storage area. • All knots must be untied and equipment detached from ropes. • Equipment must be stored in a dry, well-ventilated location and must not be placed	P4

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			directly on the ground. • Equipment used in contaminated environments (e.g. chemical exposure, saltwater, or dust) must be cleaned in accordance with manufacturer's instructions before storage. • Any defective or uncertified items identified during inspection must be recorded in the SRG Global equipment register (EZYID system), secured in a QUARANTINE AREA. • The IRATA Level 3 Supervisor must verify post-task inspections are completed.	



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Supervisor SWMS Review				YES	NO	N/A	Comments
Are the people that have reviewed the SWMS the same people working on the task?							
Has the SWMS been developed specifically for the task?							
Have work scopes or changes to the work scope been adequately identified and controlled?							
Has the SWMS been adequately risk assessed?							
Is the SWMS located in a position to ensure it is available to all persons requiring access to worksite?							
Does the SWMS identify Permit to work or Isolation requirements?							
Are relevant Hazardous Substances and SDS identified on the SWMS and are they available at the worksite?							
Does the SWMS identify and control any potential environmental issues and have these issues been adequately controlled?							
Are all personnel adequately trained to do the task?							
Are any Critical Risks involved in this task?							
a) Are adequate controls in place?							
b) If adequate controls have not been listed has the SWMS been amended?							
Does SWMS identify any conditions that could be identified where the task needs to be reassessed (<i>Hold Point</i>) e.g. change of methodology?							
If Yes list below:							
SWMS APPROVAL							
Supervisor Name:		Contact Phone:		Signature:		Date:	
Client Name: <i>If required</i>		Contact Phone:		Signature:		Date:	



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This SWMS has been developed in consultation with staff and has been read, understood and signed by all employees undertaking the works					
Name:	Signature:	Date:	Name:	Signature:	Date:



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