

## SOP - Erecting Temporary Safety Fencing

This SOP may not cover all possible hazards and risks associated and should be referred to as a control measure in the risk assessment process.

Site and task may change required PPE.

### PERSONAL PROTECTIVE EQUIPMENT

You must wear this personal protective equipment when doing this task

					
Hardhat	Eye	Gloves	Safety	Hi Viz	Boots

### OTHER SIGNAGE



### POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Recurring Hazards	Construction work
Asbestos in the workplace	Environment
Damage to Property	Outdoor work
Public areas	Wildlife in the work area
Wet weather	Tools

#### Training Required:

- ✓ Construction Industry General Induction
- ✓ Site Induction
- ✓ Task induction
- ✓ Toolbox talk held
- ✓ Discussed with other PCBU
- ✓ Potential emergencies considered

Licence or VOC Required: No

#### Pre-Operational Safety Checks:

- ✓ Complete site-specific risk assessment
- ✓ Workers trained & Competent
- ✓ Public is protected
- ✓ Property is protected
- ✓ Control measures have been implemented
- ✓ It is safe to proceed

#### Consultation

- ✓ SWMS has been reviewed
- ✓ Site induction completed

#### Tools & equipment required

Cordless drill  
Spanner  
Pinch bar  
Pliers/ wire cutters

#### Operating Procedures / Methodology:

##### Planning & Preparation

- ✓ Obtain Manufacturer's instructions
- ✓ Conduct a task specific Risk Assessment
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task

- ✓ Identify underground services if using star pickets

### Doing

- ✓ All nominated control measures are used
- ✓ Follow SWMS, SOP and Risk Assessment
- ✓ Ensure clear pathway to exit
- ✓ Always erect the fence from the outside
- ✓ Locate star droppers away from services.
- ✓ Always use a dropper driver to drive posts.
- ✓ Care must be taken when cutting tie wire.
- ✓ Ensure there are no gaps at the bottom of the fence
- ✓ Cover or fold sharp wire or plastic tie edges.
- ✓ Cover the tops of the droppers with plastic caps.
- ✓ When removing posts keep your back straight

### Ending Operations / Housekeeping:

- ✓ Return all tools and equipment
- ✓ Waste is recycled or disposed of
- ✓ Clean up your mess
- ✓ Store non-disposable PPE to prevent damage
- ✓ Report to your Supervisor

### Monitor & Review Process

- ✓ If unsafe STOP, review get approval
- ✓ Supervisor to check all activities

### Safe work procedure approved by:

Refer to Company Implementation Folder for signed documents

### Worker sign-off

Refer to Worker's induction file for signed documents

- ✓ Task MUST be completed as per SOP
- ✓ Report to your Supervisor if unsure

### DO NOT!

- ✗ **Alter this SOP without Management approval**

### Applicable Legislation / Standards:

- ✓ WH&S Act & Regulations
- Codes of Practice –
  - [First aid in the workplace](#)
  - [Work health and safety consultation, co-operation and co-ordination](#)
  - [How to manage work health and safety risks](#)
  - [Hazardous manual tasks](#)
  - [Managing the work environment and facilities](#)
  - [Manual tasks involving the handling of people](#)
  - [Traffic management for construction or maintenance work](#)
- ✓ Standards
  - AS 1319 Safety signs for the occupational environment
  - AS 2293 .2 emergency evacuation
  - AS 4801 OH&S management systems
  - ISO 31000 Risk management