

SOP - Demolition - Removal of Fixtures

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	Hearing	P2 Mask	Safety	Hi Viz	Boots

OTHER SIGNAGE

					
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POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Recurring Hazards	Construction work
Asbestos in the workplace	Environment
Public areas	Outdoor work
Wildlife in the work area	Hazardous Chemicals
Heights	Utilities & Services
Wet weather	Tools

Training Required:

- ✓ Construction Industry General Induction
- ✓ Site Induction
- ✓ Task induction

- ✓ Discussed with other PCBU
- ✓ Notify neighbours
- ✓ Notify regulator
- ✓ Potential emergencies considered

Licence or VOC Required: Yes

Work under Company Demolition Licence

Tools & equipment required

Selected hand tools
Selected Cordless power tools

Pre-Operational Safety Checks:

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

Operating Procedures / Methodology:

Planning & Preparation

- ✓ Conduct a task specific Risk Assessment
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task
- ✓ Ensure adequate lighting
- ✓ Disconnect services
- ✓ Perimeter fence to exclude others
- ✓ Select suitable hand tools for the task
- ✓ Confirm scope of work
- ✓ Confirm what is waste / recyclable
- ✓ Confirm Salvage materials

Consultation

- ✓ SWMS has been reviewed
- ✓ Site induction completed
- ✓ Toolbox talk held

- ✓ Skip for waste & recyclables

Doing

- ✓ All nominated control measures are used
- ✓ Follow SWMS, SOP and Risk Assessment
- ✓ Ensure clear pathway to exit
- ✓ Use correct Manual Handling techniques
- ✓ Use 2 people for awkward lifts
- ✓ Larger items on pallets or trolleys for mechanical lift
- ✓ Remove all loose furniture
- ✓ Remove fasteners and place fixtures on ground
- ✓ Sort materials
- ✓ Salvage all recyclable metals, timber etc
- ✓ Sort waste where recyclable
- ✓ Move to designated waste area

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

DO NOT!

- ✗ **Attempt this operation in wet conditions until Risk Assessment is reviewed**

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

- ✗ **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](#)

[Managing noise and preventing hearing loss at work](#)

[How to manage and control asbestos in the workplace](#)

[How to manage work health and safety risks](#)

[Hazardous manual tasks](#)

[Managing the work environment and facilities](#)

[Manual tasks involving the handling of people](#)

[Managing the risk of falls at workplaces](#)

[Managing risks of hazardous chemicals in the workplace](#)

[Demolition work](#)

- ✓ Standards

AS 1319 Safety signs for the occupational environment

AS 1892.1 Portable ladders - Metal

AS 1892.5 Portable ladders - Selection, safe use a ladder

AS 1940 The storage and handling of flammable and combustible substances

AS 2293 .2 emergency evacuation

AS 2397 Use of lasers

AS 2444 fire extinguishers

AS 2601 Demolition of structures

AS 4801 OH&S management systems

ISO 31000 Risk management