WHSQ SS 02

V2.07.09

Competent person benchmarks for swing-stage set-up verification

Purpose

This document is intended to provide minimum benchmarks for competent persons used to verify that swing-stage installations comply with the engineer's specifications, **other than** for the initial verification.

This document is an interim guidance only and has an expiry date of 31 December 2009.

Background

These guidelines apply to persons who verify that the engineering specifications for the swing-stage installation have been complied with at each movement of the swing-stage on site. The initial verification, when the swing-stage is set up for the first time on site, is to be provided by the engineer.

The competent person is not required to make engineering decisions such as calculations. Instead, he or she is to verify that the engineer's design specifications, as depicted on the swing-stage drawings, have been complied with.

Benchmarks

Workplace Health and Safety Queensland (WHSQ) requires the competent person to meet the following benchmarks to verify the engineer's design has been complied with. The competent person is to:

1. Be a holder of an Advanced Scaffolding or Advanced Rigging Certificate recognised by WHSQ.

2. Have a demonstrated ability to be able to read and interpret technical drawings that relate to the swing-stage installation. This includes the ability to accurately understand and interpret the following:
    - dimensions
    - drawing notes
    - drawing identification and the revision process,
    - structural member specifications
    - connection details
    - any special conditions nominated on the drawing
    - when a drawing has insufficient information or detail to be used (i.e. the drawing fails to mention key information and cannot be accurately followed).

3. Have a sound understanding of the current Queensland *Scaffolding Code of Practice 2009* and *Australian Standard AS 1576.4 Suspended scaffolding.*

4. Have a minimum of two years experience associated with the use and inspection of swing-stages.

5. Have a sound and accurate understanding of relevant benchmarks for the inspection and discard of scaffolding components, lifting gear, steel wire ropes, scaffold hoists and personal fall arrest equipment. Typical examples include the following:

    - Correct inspection techniques for steel wire rope as detailed in *AS 2759 Steel wire rope – Use, operation and maintenance* and the associated criteria used for discard of the rope. This includes the correct interpretation of broken wires, broken strands, kinks, and any other wear or abnormalities specified in the standard.

- Scaffold and other structural components that are bent, have cracked welds, or rust (other than surface rust), are to be removed from service and discarded. Scaffolding couplers with bent pins, damaged threads and cracked fittings are not to be used.

- Scaffolding components from different manufacturers cannot be used together unless specifically approved for this application by an engineer or the scaffolding manufacturer for the specific application in which the scaffolding is being used. In other words, no "mixing and matching" of scaffolding components.

- Scaffolding components manufactured from different materials (i.e. aluminium and steel) cannot be used together on the swing-stage installation unless specifically approved and certified by the engineer.

- Scaffold hoists with obvious faults such as cracked and damaged parts, missing or loose fasteners, lack of manufacturer's plates and inspection tags (both structural and electrical inspections), and damaged controls cannot be used.

- Personal fall arrest equipment that fails the inspection criteria specified in the relevant part of *Australian Standard AS 1891, Industrial fall-arrest systems and devices* is not to be used. Examples of unacceptable equipment include torn or cut webbing, missing manufacturer's tags, oil soaked harnesses, missing connecters, etc.

6. Clearly understand the role of the verification process and that the competent person is not authorised to permit a variation to the engineer's instructions.

Competent person statement	
I meet all the aforementioned requirements of the benchmarks for a competent person to perform swing-stage verification set-up (other than for initial set-up).	
Competent person name:	Competent person signature and date:
Phone number:	

Employer* statement	
I verify that the aforementioned competent person meets all the requirements of the benchmarks for a competent person to perform swing-stage verification set-up (other than for initial set-up).	
Employer name:	Employer signature and date:
Phone number:	

***** If the competent person is a contractor, this statement must be signed by the person who engages them.