

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

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**

*Safety is union business.*

**Stand up. Speak out. Come home.**

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## 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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