

Toolbox Talk

63. Safe Systems of Work



What?

- A safe system of work is a formal procedure resulting from a systematic examination of a task in order to identify all significant residual risks, and specifies the sequential steps that need to be taken to effectively control the risks.
- Some jobs and activities are inherently dangerous which means that certain risks remain and therefore the safe system of work has to be in writing to ensure nothing is missed as the job progresses



Why?

- There are activities we undertake which are assessed as high risk and if not properly controlled can result in serious and fatal injuries. These activities require to be accompanied with a written safe system of work (sometimes called a method statement), so that each safety precaution is clearly documented to reduce the likelihood of mistakes. Such activities also require a permit to work so that a competent person can physically check the safe system of work is being followed

Do



- ✓ Find out which tasks require a safe system of work
- ✓ Assess the risk before drawing up a safe system of work
- ✓ Follow the safe system of work
- ✓ Always wear any PPE specified in the safe system
- ✓ Contact your supervisor if the safe system seems out of date

Don't



- ✗ Deviate from the safe system
- ✗ Take short cuts or make it up as you go along
- ✗ Ignore the conditions of a permit
- ✗ Continue to work if you are not sure how to follow a safe system



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