

CONCRETE TILT UP PANELS – SAFETY PRACTICE



OVERVIEW

The following Safety Practice describes the responsibilities, actions, methodologies and support necessary to ensure that all operations involving the manufacture, transport, craneage, storage, erection and stabilisation of pre-cast concrete panels are managed effectively.

All work concerning concrete tilt up panels must be advised to WorkSafe before work commences.

RESPONSIBILITIES

Project Manager / Contract Administrator	- Ensure tilt-up works are adequately planned, resourced and notified to WorkSafe WA where required. - Engage competent subcontractors for the works.
Site Manager	- Plan, coordinate and supervise tilt-up works in accordance with this procedure. - Verify training, risk assessments, SWMS, inspections and required records are completed.
HSE Team	- Provide advice on legislative and IMS requirements. - Monitor compliance and support continuous improvement.
Subcontractors	- Provide competent, trained workers and supervisors. - Comply with approved SWMS, site requirements and exclusion zones.
Workers	- Follow training, SWMS and supervisor instructions. - Report hazards, incidents and unsafe conditions immediately.

1. RELEVANT LEGISLATION, AUSTRALIAN STANDARDS & CODES OF PRACTICE

Guidance:

During tender stage consideration is to be given to awarding subcontractors who have all the below legislative guidelines and practices incorporated into their safety management system. Those subcontractors who do not will work under the Perkins Builders safety management system.

The following information can be used as safety and health guidance for the correct design, manufacturer, transport, craneage, storage, erection, and stabilisation of pre-cast concrete panels:

- Work Health and Safety (General) Regulations - Part 6.3, Division 4 – Tilt-up concrete and precast concrete elements
- Australian Standard 3850.1 and 3850.2 (2024) – Tilt Up Concrete Construction.
- National Code of Practice – For Precast, Tilt Up and Concrete Elements in Building Construction.

All subcontractors involved in concrete tilt up panels must be able to provide evidence of qualification and competency in the above requirements before award of contract.

All Perkins Builders Tilt Up Panel and Precast works will be completed in accordance with National Code of Practice – For Precast, Tilt Up and Concrete Elements in Building Construction.

2. TRAINING

Guidance:

All subcontractors involved in concrete tilt up panels must be adequately trained in the aspect of the process they are involved in and have completed the nationally recognized tilt panel training.

Subcontractor's induction should also include adequate information and instruction for concrete tilt up panels on site.

All certificates of training must be presented by the subcontractor before work on site commences. The Site Manager will ensure suitability of the training undertaken by the subcontractors for work on site involving concrete tilt up panels. The Site Manager shall be suitably trained in Supervision of Tilt Panel Erection or be able to demonstrate previous experience in the supervision of tilt panel erection in accordance with current legislation.

3. RISK ASSESSMENT

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The Site Manager will conduct a risk assessment on Concrete Tilt Up Panels for the project as described in the [Hazard - Risk Management Practices Procedure \(90.01.02\)](#).

The outcome of the risk assessment process will be documented in the SWMS.

The Site Manager is responsible for the completion of a SWMS before erecting any panels on the project. All personnel involved during the process will be included in the SWMS process.

The Site Manager is also responsible for the completion of the [Precast Concrete Panel Procedural Checklist \(Form 916\)](#).

4. NOTIFICATION

Guidance:

Where panels are manufactured on the site, the WorkSafe WA Commissioner shall be advised at least ten (10) working days prior to the first panel being cast by the Project Manager / Contract Administrator or their authorised delegate.

Where panels are manufactured off site at a precast yard or factory, the WorkSafe Commissioner shall be advised at least ten (10) working days prior to the casting process begins for a particular job or order by the Project Manager / Contract Administrator or their authorised delegate.

5. SUPERVISION

Guidance:

During the planning stage and prior to the commencement of panel erection or casting, the Site Manager shall complete a [Precast Concrete Panel Procedural Checklist \(Form 916\)](#).

Each subcontractor must provide adequate supervision for concrete tilt up work. Supervision requirements are to be determined prior to works commencing.

The Site Manager shall ensure that the supervision specified for concrete tilt up panels and casting of panels is adequate for the duration of the works.

While Tilt-Up Works are being undertaken, no personnel shall be permitted within an exclusion zone without holding the competency – Identify Requirements for Safe Tilt-Up Works and having a requirement to be within the zone. An exclusion zone and relevant signage shall be erected and maintained for the duration of all tilt-up panel works (including the casting of panels on a site).

Any person that does not hold the competency in safe Tilt-Up Works, and is requiring entry within the Tilt-Up Exclusion Zone after the erection works have been completed, must have the Site Managers approval and MUST not engage in any works that pertain to any Tilt-Up Panel or associated Temporary Props.

If any mobile plant is to be used within in the Tilt-Up Exclusion Zone, the workers and tasks MUST be risk assessed through a SWMS process to identify adequate controls, and be supervised by a person who holds a nationally recognised certificate in Supervision of Tilt-Up work. Once the structural engineer has signed off the release of temporary props the training requirements are negated irrespective of the removal of the props being present.

The [Tilt Panel Prop Tension Register \(Form 957\)](#) shall be completed by the authorised person following installation and the first inspection of the props shall be conducted by an authorised person within 24 hours and weekly thereafter (as required).

6. RECORDS

Guidance:

The Site Manager shall ensure that the following information is kept on site regarding concrete precast / tilt-up panels:

- [Precast Concrete Panel Procedural Checklist \(Form 916\)](#).
- [Tilt Panel Prop Tension Register \(Form 957\)](#)
- Copy of notification.
- Copy of any exemptions form the requirements of the regulations granted by the commission as defined in the Work Health and Safety (General) Regulations 2022.
- Copy of shop drawings.
- Current SWMS.
- Drawings from Engineer.

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- Copy of inspection report of the framework set-up referred to in Australian Standard 3850.1 / 3850.2 for each concrete panel.
- Copy of AS 3850.1 and 3850.2.
- Relevant local government building license.
- Traffic Management Plan relevant to the works.
- Neighbouring premise notification letter.
- Daily Site Diary entries in Hammertech shall be maintained for all works, including documenting specifically other workers who have worked in the Tilt-Up Exclusion Area, outlining who and what works have been undertaken.

LINK TO SUPPORTING DOCUMENTS

- [Hazard - Risk Management Practices Procedure \(90.01.02\)](#)
- [Precast Concrete Panel Procedural Checklist \(Form 916\).](#)
- [Tilt Panel Prop Tension Register \(Form 957\)](#)

REFERENCES

- Work Health and Safety Act 2020
- Work Health and Safety (General) Regulations 2022
- AS 3850.1:2024 Prefabricated Concrete Elements, Part 1: General Requirements
- AS 3850.2:2024 Prefabricated Concrete Elements, Part 2: Building Construction
- Code of Practice – Precast, Tilt Up and Concrete Elements in Building Construction

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