WHS DOCUMENTS & TEMPLATES

DOC-STR-CCV · Structural Collapse and Demolition Critical Control Verification Pack

Product Overview

For: Businesses that demolish, alter or build structures: WHS advisers, project managers, supervisors and control owners

Version 1.0 · 15 November 2026

Field-ready Critical Control Verification forms for structural collapse and demolition: one for each of the 6 critical controls that stop a structure, part of a structure or temporary works collapsing unexpectedly, or limit the harm when it happens, with the bowtie, a verification schedule and a short guide.

Most workplaces have controls for structural collapse and demolition: the engineer's sequence, propping, formwork inspections, load limits and exclusion zones. The question is whether they are working today. A critical control verification (CCV) is the proof: a planned check, in the field, that a control that matters most is in place, in good condition, working as designed, used properly and not bypassed.

This pack gives you one CCV form for each of 6 critical controls (4 preventing, 2 mitigating) for the unwanted event: structure, part of a structure or temporary works collapses unexpectedly. Each form shows where the control sits on the bowtie, what it must achieve, how it fails, and a checklist scored Pass, Fail or Non-conformance. Physical controls are Pass or Fail only; Non-conformance is kept for administrative items such as records and training dates. A Fail stops the work and is escalated as a high potential incident. The last page of each form has prompts for talking to the operators, workers and supervisors who use the control.

The full bowtie shows every control on one page, the schedule sets who verifies each one and how often, and the guide explains the method. Every form is editable, so you can adapt it to your site. Made by Orana Skills Centre.

SAMPLE

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How to Use These CCVs

Structural Collapse and Demolition Critical Control Verification Pack

What a critical control verification is

The key word here is proof. Not assumption, not guesswork. A critical control verification (CCV) is a planned check, in the field, that one critical control is doing its job. It checks that the control:

- Exist
- Are in place and in good condition
- Are functioning as designed
- Are being used properly
- Are not being bypassed or failing silently

Each CCV form tests one control against its performance requirements, item by item, grouped by those five checks and then the records. It is not a general inspection, an audit, or a maintenance check: keep those, and use the CCVs alongside them for the few controls that matter most.

The bowtie and the critical controls in this pack

Hazard: Demolition, alteration and temporary works. Unwanted event: Structure, part of a structure or temporary works collapses unexpectedly. Demolition, partial demolition, strip-out and alteration of buildings and structures, and construction work that relies on temporary works: propping, formwork, falsework, bracing and back-propping.

CCV	Critical control	Type	Sits on	At your site
CCV-01	Demolition done in the engineer's sequence, with hold points checked	Preventing	T1	Use for demolition and partial demolition.
CCV-02	Temporary works designed, installed and inspected before loading, removed only with approval	Preventing	T2	Use at every site where the threat or consequence is present.
CCV-03	Floor and platform load limits kept	Preventing	T3, T5	Use at every site where the threat or consequence is present.
CCV-04	Elements of unknown or weakened condition propped or isolated before work	Preventing	T4	Use at every site where the threat or consequence is present.
CCV-05	Exclusion zone around the collapse and drop zone kept clear	Mitigating	C1, C3	Use at every site where the threat or consequence is present.
CCV-06	Emergency response for collapse and entrapment	Mitigating	C1, C2	Use at every site where the threat or consequence is present.

Mitigating controls can be critical too, especially when they are the last line of defence. They are just as critical as prevention, and must be resourced, practised and verified.

Before you verify: adapt the pack

Step	What to do
1	Check the bowtie against your site: the threats, the consequences and the critical controls. Change it where it does not match, and keep the forms in step with it.

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YOUR LOGO
Right-click > Change Picture

[Company name]

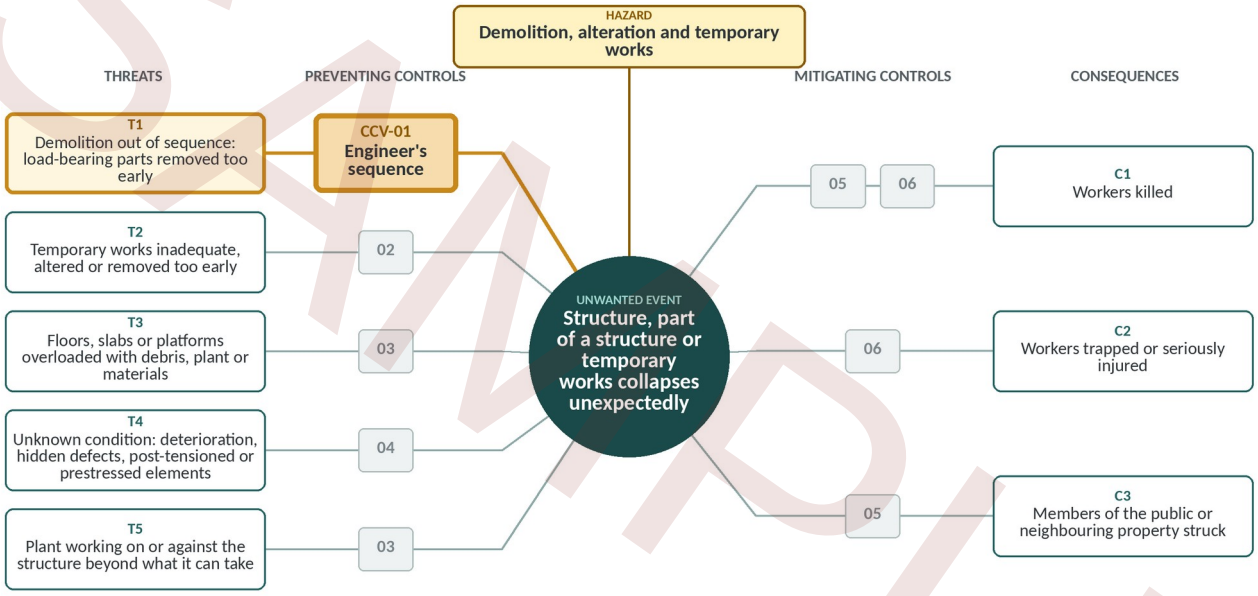
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CCV-01 Demolition done in the engineer's sequence, with hold points checked

Critical Control Verification · Preventing control · Structural collapse and demolition

Site or location		**Plant or area verified**	
Date and time		**Shift**	
Verified by (name and role)		**Control owner**	

1 Where this control sits on the bowtie



Amber: this control, CCV-01, on threat line T1. Grey numbers: the other critical controls in this pack. Preventing controls sit left of the unwanted event and stop it happening; mitigating controls sit right of it and limit the harm.

2 The control

Control	Demolition done in the engineer's sequence, with hold points checked
Type	Preventing: it stops the unwanted event happening.
It sits on	Threat T1: Demolition out of sequence: load-bearing parts removed too early
Hierarchy of control	Administrative
Objective	Keep the structure stable at every stage of demolition by removing elements only in the sequence the engineer or competent person sets, with each hold point checked and released before the next stage starts.
Why it is critical	Every element of a structure is holding something up. Remove a column, a wall or a tie in the wrong order and the load goes somewhere it was never meant to go, and the structure can fall on the people working in or under it.

3 Performance requirements

What the control must achieve. The checklist in part 5 tests each one.

No.	The control must meet this requirement
R1	The demolition sequence is set by a competent person, and by an engineer where the structure or method requires.

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YOUR LOGO
Right-click > Change Picture

[Company name]

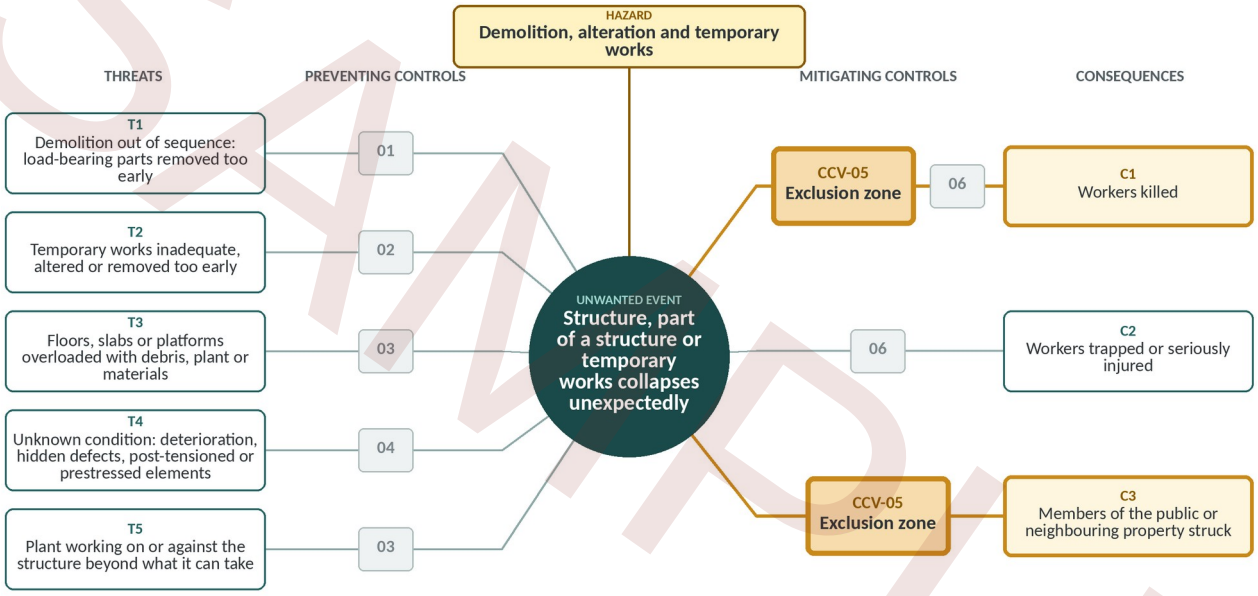
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CCV-05 Exclusion zone around the collapse and drop zone kept clear

Critical Control Verification · Mitigating control · Structural collapse and demolition

Site or location		**Plant or area verified**	
Date and time		**Shift**	
Verified by (name and role)		**Control owner**	

1 Where this control sits on the bowtie



Amber: this control, CCV-05, on consequence lines C1 and C3. Grey numbers: the other critical controls in this pack. Preventing controls sit left of the unwanted event and stop it happening; mitigating controls sit right of it and limit the harm.

2 The control

Control	Exclusion zone around the collapse and drop zone kept clear
Type	Mitigating: it limits the harm once the unwanted event has happened.
It sits on	Consequence C1: Workers killed; consequence C3: Members of the public or neighbouring property struck
Hierarchy of control	Isolation
Objective	Keep workers, other trades and the public out of the area where the structure, or part of it, would land if it fell, with barricades, signs and a person controlling entry during high-risk stages.
Why it is critical	An exclusion zone does not stop a collapse; it decides who is under it. Most of the people hurt in a collapse are in the drop zone when it happens.

3 Performance requirements

What the control must achieve. The checklist in part 5 tests each one.

No.	The control must meet this requirement
R1	An exclusion zone covers the area a collapse or falling debris could reach, as the plan or engineer sets.
R2	It is barricaded and signed, and entry is controlled by a person during high-risk stages.

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END OF THE FREE SAMPLE

This sample shows a few pages, so you can judge the layout and the quality. Field-ready Critical Control Verification forms for structural collapse and demolition: one for each of the 6 critical controls that stop a structure, part of a structure or temporary works collapsing unexpectedly, or limit the harm when it happens, with the bowtie, a verification schedule and a short guide.

What the full product contains

- **6 Critical Control Verification forms, one per critical control (4 preventing, 2 mitigating): each with its bowtie, objective, performance requirements, failure modes, a Pass / Fail / Non-conformance checklist, the overall result, actions, a page of prompts for talking to the people who use the control, and sign-off**
  03_CCV_FORMS/ (Word and PDF)
- **The critical controls: CCV-01 Engineer's sequence (preventing); CCV-02 Temporary works sound (preventing); CCV-03 Load limits kept (preventing); CCV-04 Unknown elements propped (preventing); CCV-05 Exclusion zone (mitigating); CCV-06 Emergency response (mitigating)**
  03_CCV_FORMS/CCV-01 to CCV-06
- **The full bowtie for structural collapse and demolition on one page: every threat, consequence and critical control**
  02_BOWTIE/Structural Collapse and Demolition Bowtie.docx and .pdf
- **The CCV schedule: who verifies each control, how often by exposure, the method and the record**
  04_CCV_SCHEDULE/CCV Schedule.docx and .pdf
- **The CCV schedule workbook: suggested frequency by exposure, next due dates and status by formula, dropdowns, no macros**
  04_CCV_SCHEDULE/CCV Schedule.xlsx
- **How to use these CCVs: the method, scoring, the response to a Fail or Non-conformance, frequency, and adapting the set to your site**
  01_START_HERE/How to Use These CCVs.docx and .pdf
- **Read Me First, Product Overview, Permitted Use Terms and Version Information**
  01_START_HERE/ (PDF)

Formats

- Word (.docx), editable, with your logo and business name in the header
- Excel (.xlsx), editable, with dropdowns and formulas (no macros)
- PDF copies of the Word documents, for printing blank
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