

SAFE WORK METHOD STATEMENT
3.1 - 102 – SWMS - High Risk – Slinger Truck -
Site Specific

NOTE: Work must be performed in accordance with this SWMS.

This SWMS must be kept and be available for inspection until the high-risk construction work to which this SWMS relates is completed. If the SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to the high-risk construction work in this SWMS, the SWMS must be kept for at least 2 years from the date of the notifiable incident.

This SWMS was Prepared By: _____ Position: _____ On this Date: _____ Signed: _____

This Safe Work Method Statement is reviewed in consultation with workers performing the task and all control measures, controls are checked for the duration of the task to ensure conformance and they work with minimal risk.

Start Date:		Start Time:		Scapeworks Supervisor:	
Hose Length:		Product:		Quantities:	
Level:		Site Induction Detail:	Online – Site Specific -		
Vehicle:		Site Contact:			
Re-load:		Contact Phone:			
Client Contact:		Workplace Site location:			
Contact phone:		Parking/set up Details:	Onsite - Permit – Street – Traffic Control - Other:		
Work activity Description:		Set up Detail:			
Builder or Project:					
Expected Duration:	Hours	Days			

Site PPE Requirements				Hand Equipment required		Safety Protection Equipment		Environmental Controls		Hazardous products	
<input checked="" type="checkbox"/>	Steel Cap Boots	<input checked="" type="checkbox"/>	Hard Hat	<input checked="" type="checkbox"/>	Leaf Blower	<input checked="" type="checkbox"/>	Warning Signs	<input checked="" type="checkbox"/>	Tarp under Feeder		Petrol
<input checked="" type="checkbox"/>	Hearing Protection	<input checked="" type="checkbox"/>	Dust Mask	<input checked="" type="checkbox"/>	Broom		Pedestrian Ramp	<input checked="" type="checkbox"/>	Spill Kit	<input checked="" type="checkbox"/>	Diesel
<input checked="" type="checkbox"/>	Long Sleeve Shirt	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>	Rake	<input checked="" type="checkbox"/>	Witches Hats		Silt Socks		Oils
	Long Pants	<input checked="" type="checkbox"/>	Sunscreen	<input checked="" type="checkbox"/>	Shovel		Harnesses		Drain Protection		Recycled Product
	Wet Weather gear	<input checked="" type="checkbox"/>	Eye Protection	<input checked="" type="checkbox"/>	Bins				Water/Dust Suppression		Sands
			Head lamp								

The following staff were consulted in the development of this SWMS	Applicable Legislation Standards and Codes of Practice
	1. Work Health & Safety Act 2011
	2. Work Health & Safety Regulation 2017
	3. Workplace injury Management and Workers Compensation Act 1998
	4. Managing the risk of falls at workplaces August 2019 – COP
	5. Construction work August 2019 – COP
	6. Hazardous manual tasks August 2019 – COP
	7. Managing Noise and Preventing Hearing Loss at Work August 2019 – COP
	8. Managing the Risk of Plant in the Workplace August 2019 – COP

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<p>Hierarchy of Control - The hierarchy of control is a step-by-step approach to eliminating or reducing risks. A risk of harm to someone occurs when a hazard cannot be removed from the workplace. If a hazard cannot be eliminated, the potential for injury must be minimised and the risk managed on an ongoing basis.</p>		<p>ELIMINATION - Get rid of the risk all together - Is there a need to do it. SUBSTITUTION - Replace the hazard with something safer – e.g. access ISOLATION - Limit access to the area – put in exclusion zones ENGINEERING - Design and plan systems or process to lesson risk – certified clamps to scaffold or building to support pipes ADMINISTRATION - Communicate risks to workers and alert others around you – Train workers in the SWMS, Toolbox meeting, site prestart P P E - If the risk still exists use appropriate for the task – e.g. earmuffs, harnesses, chin strap on hat</p>	
<p>High risk construction work:</p>	<input type="checkbox"/> Risk of a person falling more than 2 metres (<i>Note: in some jurisdictions this is 3 metres</i>)	<input type="checkbox"/> Work on a telecommunication tower	<input type="checkbox"/> Demolition of load-bearing structure
	<input type="checkbox"/> Likely to involve disturbing asbestos	<input type="checkbox"/> Temporary load-bearing support for structural alterations or repairs	<input type="checkbox"/> Work in or near a confined space
	<input type="checkbox"/> Work in or near a shaft or trench deeper than 1.5 m or a tunnel	<input type="checkbox"/> Use of explosives	<input type="checkbox"/> Work on or near pressurised gas mains or piping
	<input type="checkbox"/> Work on or near chemical, fuel, or refrigerant lines	<input type="checkbox"/> Work on or near energised electrical installations or services	<input type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere
	<input type="checkbox"/> Tilt-up or precast concrete elements	<input type="checkbox"/> Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	<input type="checkbox"/> Work in an area with movement of powered mobile plant
	<input type="checkbox"/> Work in areas with artificial extremes of temperature	<input type="checkbox"/> Work in or near water or other liquid that involves a risk of drowning	<input type="checkbox"/> Diving work
<p>Person responsible for ensuring compliance with SWMS:</p>	Supervisor overseeing workers on site.	<p>Date SWMS received:</p>	
<p>What measures are in place to ensure compliance with the SWMS?</p>	Training and reviewing with workers, Safe operation procedures, Verification of Competency (VOC), Pre-Start Toolbox		
<p>Person responsible for reviewing SWMS control measures:</p>		<p>Date SWMS received by reviewer:</p>	
<p>How will the SWMS control measures be reviewed?</p>	SWMS must be reviewed by the Principal Contractor, against criteria defined by them, before the work activity commences. Note that any issues with the SWMS must be rectified prior to work commencement.		
<p>Review date:</p>		<p>Reviewer's signature:</p>	

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A Safe Work Method Statement (SWMS) is a formal and often legal document which outlines the specific requirements involved with performing a specific task/activity.

Safe work method statement (SWMS) must be kept If a notifiable incident occurs in relation to high-risk construction work to which the SWMS relates, then the SWMS must be kept for at least 2 years from the occurrence of the notifiable incident.

RISK MATRIX - The risk matrix assesses the likelihood and consequence of a hazard. This assessment determines the level of risk associated with the hazard. Likelihood is the probability that something might happen. Consequence is defined as the most probable result of the potential incident. Likelihood x Consequence = risk		Consequence					
		1	2	3	4	5	
		Insignificant – No Injuries / Minimal financial loss	Minor – First aide treatment medium financial loss	Moderate – Medical Treatment/high financial loss	Major – Hospital loss time / large financial loss	Catastrophic - Death / Massive financial loss	
Likelihood	5	Almost Certain – Occurs Often	5 Moderate	10 high	15 high	20 Catastrophic	25 Catastrophic
	4	Likely – Could easily happen	4 Moderate	8 Moderate	12 high	16 Catastrophic	20 Catastrophic
	3	Possible – could happen and known to	3 low	6 Moderate	9 Moderate	12 high	15 high
	2	Unlikely – Potential to happen	2 low	4 Moderate	6 Moderate	8 Moderate	10 high
	1	Rare – Extreme circumstances to happen	1 low	2 low	3 low	4 Moderate	5 Moderate

The risk matrix is based on two intersecting factors: the likelihood that the risk event will occur, and the potential impact that the risk event will have on the business. In other words, it's a tool that helps you visualize the probability vs. the severity of a potential risk.

- Identifying hazards** – physical work environment – equipment, materials and substances used – work tasks and how they are performed, and – work design and management.
- How to assess risks** – Look at what could happen if someone is exposed to a hazard and the likelihood of it happening.
- How to control risks** - The most important step in managing risks involves eliminating them so far as is reasonably practicable, or if that is not reasonably practicable, minimising the risks so far as is reasonably practicable. The ways of controlling risks are ranked from the highest level of protection and reliability to the lowest, the hierarchy of control measures can be applied in relation to any risk. The WHS Regulations make it mandatory for duty holders to work through this hierarchy when managing certain risks.
- How to review controls** - The WHS Regulations require a risk management process for specific risks. That process includes circumstances where you must review your control measures for those risks and, if necessary, change them.

A review is required:

- When the control measure is not effective in controlling the risk
- Before a change at the workplace that is likely to give rise to a new or different health and safety risk that the control measure may not effectively control
- if a new hazard or risk is identified
- if the results of consultation indicate that a review is necessary, or
- if a health and safety representative request a review.

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Step	Job/Task(s) <i>Break job down into steps</i>	Hazard(s) <i>Identify hazards associated with each step, examine each to find possibilities that could lead to injury or environmental impact</i>	Risk Rating			Solution / Control Measure / Safe Work Method <i>Using the previous two columns as a guide, decide what actions are necessary to eliminate or minimise the hazards that could lead to an accident, injury or occupational illness or environmental impact</i>	New Risk Rating			Responsible Persons to implement (Minimum Competency Level)
			<i>From Table on last page</i>	<i>L</i>	<i>x</i>		<i>C = R</i>	<i>From Table on last page</i>	<i>L</i>	
1	Arrival to Site	Not gone to correct location losing time	4	3	12	Read through site assessment plans prior to leaving yard, this will detail instruction for site in relation to parking, contact, work, product, and induction details.	2	3	6	Project Manager Estimator Supervisor WHS Manager
		Covid risk for workers or site, if contracted it can cause serious health risk or death, shut down the site and zero work losing time and productivity.	4	4	16	All workers sent to site have a negative Covid-19 test within every 72 hours and are vaccinated. Register supplied if site requires it.	2	4	8	
		No site contact causing loss of time	3	3	9	Contact site prior to arrival, for contact for clarification on works and induction.	1	3	3	
		Parking not indicated, risk of fines and loss time	4	3	12	Pre organised with site, mapped out on paperwork of site assessment. Vehicle Movement Plan	1	3	3	
		Not understanding of emergency process risk of harm if not knowing in case of emergency	4	4	16	Induction to be completed prior to works commencing.	2	4	8	
2	Site set up	Traffic interference with setting up, risk of being struck by vehicle and causing traffic build up. Conveyor extending into the path of the traffic causing a collision.	4	4	16	Reference the site assessment traffic management and delineate work area, have a spotter, or traffic controller in place to assist with control of traffic.	2	4	8	Site Supervisor workers
		Overhead hazards, power, communication lines or cranes working.	3	5	15	Assess all hazards and discuss with site supervisor for clearances, risk assessment to be completed for any further controls required to be put in place.	1	5	5	
		Trip hazards in area, risk to workers or self.	4	4	16	Clear obstructions/trip hazards in your work area Consult with client to move items	2	4	8	
		Access near and under the conveyor can cause harm to others, with possible material spillage, possible access to moving parts.	3	4	12	Exclusion zones to be set up prior to operation, restrict access to rear of truck or both trucks if re-loading.	2	4	8	

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3	Pre-start of operation	Area for re-loading slinger with excavator or loader not delineated from other works having a risk of collision.	4	4	16	Communicate with mobile plant operator, determine area required for works and to be re-loaded, discuss the work and process with other workers in the work area.	2	4	8	Site Supervisor Workers
		No consultation with other workers in the vicinity of work zone, putting dust over other works and workers on site, risk of being struck by plant, material, or conveyor.	4	5	20	Ensure all other workers are aware of hazards on start-up and works, create a 10m perimeter to help eliminate dust on others and material over them and their work. Discuss and record on shift pre-start. Set up water hose for product to add water if required for dust suppression.	2	5	10	
		Slinging material to rear of truck for with material been put into a basin or pit of a distance potentially greater than 40m, hitting others in the area.	3	4	12	Ensure all consultation processes have been discussed and the area is excluded from entry and operator is to have direct line of site.	1	4	4	
		Signage and no warning for noise on truck affecting hearing.	4	4	16	Set out 10m buffer zone, display signage for hearing protection. Record noise discussions in pre-start and hearing protection is required in work area.	2	4	8	
		Pedestrians coming in the operation of the truck, falling on foot path or traffic areas on site, causing serious injury to workers or public.	4	4	16	Put out signage in pedestrian areas. If possible	2	4	8	
		Incorrect PPE leaving workers to exposer of injury and inhaling dust with open to lung respiratory issues.	3	4	12	PPE to be always checked and worn as per SWMS requirement and site requirements. Add water to product through hose and or if possible pre moisten product in the truck. Always monitor dust control.	2	4	8	
		Plant and Equipment Failure	4	4	16	Plant pre-start to be conducted prior to every shift, faults are to be reported for actioning, any faults that have risk to workers or the project is to be actioned directly through the operations manager.	2	4	8	
		Conveyor belt worn out and split if not checked, this will spread product in unwanted placed, possible hit people. And go into drains. Lost time for clean-up and repair.	4	4	16	Check all joints and continuously during the operation spot check lines. Cover pits and drains to avoid material escaping into water ways.	2	4	8	

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4	Delineation of work area	Work areas not defined or do not have barriers may put others at risk of contact with plant. Causing injury, entanglement.	5	4	20	Control measures that may be considered: road closures, work areas closed, footpath or high traffic area closures, detours signing, traffic controllers or exclusion zones.	2	4	8	Site Supervisor Workers
		Operation of the slinger is noisy and standing for long periods of time near it will cause hearing damage or loss.	4	4	16	Place a barrier or more around slinger with witches' hats or other to prevent others coming near extensive noise zone, ear protection is to be worn around slinger when in operation.	1	4	4	
5	Run Operation of slinger	No warning of start up to other workers in the area, putting dust and product in work area, hitting others inhale of dust from product.	5	4	20	Consult with others when starting up for a warning e.g. UHF, pre-start, ensure the consultation has taken place for work area clearance.	2	4	8	Site Supervisor Workers
		Tripping and falling over hazards when moving around work area, causing serious injury.	3	4	12	Check work area, spotter to watch for hazards and notify person operating blower for unforeseen hazards or obstacles	2	4	8	
		Operator or others becoming entangled and or crushed during set up, running of belts, and moving placing conveyor. Operation failed, not working to what is expected.	5	5	25	Check area before starting up, stand in a position that will be best to view operation. Conduct pre-start again, check trouble shooting in operators manual and do not use unless you have been trained in the correct use.	2	5	10	Site Supervisor Workers
		Other hazards in the area with estimated projection of material, workers around where material is to be placed, powerlines and other hazards overhead causing damage electrocution and workers knocked down and engulfed by material. Operating from the edge of an embankment, truck falling in and embankment collapse.	4	4	16	Placement area of material needs to be clear of workers, do not operate under powerlines clearances may vary and can exceed 4.2m. Overhead clearances on site need to be verified with site PC (principal Contractor). Stay back from the zone of influence, put wheel chocks in place if required.	3	4	12	

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6	Run material	Operator not seeing other people in vicinity of moving plant or vicinity of location where material will be placed, making a big impact knocking them down. Extra work adds extra risk if incorrect quantities are placed, moving material twice loss of production.	5	5	25	Keep a good visual on material placement, stop the operation if you are required to be out of sight, a spotter may be required to assist. Be clear on quantities to be put in and in what area, stop operation when its to be checked.	2	5	10	Site Supervisor Workers
7	Product and protection	Dust from products can irritate eyes, throat, and skin. Dust may contain microscopic solids or liquid droplets that are small enough to get deep into the lungs and cause serious health problems. Large particles may irritate the nose, throat, and eyes. May cause skin sensation by contact.	4	4	16	Human health effects of dust relate mainly to the size of dust particles. Dust masks and eye protection is to be worn. Wear PPE as directed and shown, do not remove mask until you are clear from hazardous area. Only wear masks that meet the Australian Standards 1716:2012 Wear standard duty gloves, boots, and loose comfortable protective clothing.	4	1	4	Operator
5	Operator working and moving to conduct works	Operator slipping or falling of work platform on plant during placement of material Operator becoming entangled/crushed/stabbed/ sheared or suffering some other plant related injury during placement of material. Material spilling off conveyer belts hitting operator/workers below.	3	3	9	3-point contact when accessing work platform. Keep clear of moving parts whilst operating if there is debris to be cleared stop operation first. Do not stand under delivery belt operation at any time whilst in operation.	3	2	6	Operator

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8	Clean up and pack up	Loose material on Slinger coming off when in transit hitting other vehicle causing accidents and serious injury or death.	4	4	16	Before setting off and after use, a good inspection is to be completed to ensure no loose material is left on the truck and could dislodge in travel.	2	4	8	Supervisor worker
		Dust inhalation from blowing and sweeping	4	5	20	Ensure PPE is still on for protection from dust and leave all warning signs out till pack up is complete.	1	5	5	
		Material stuck in bin and not running freely, and operator needed to enter bin, belt running then operator becomes entangled wedged at chute losing limbs causing death.	5	5	20	No one is to enter the bin unless the conveyor belt is isolated an unable to run, remotely or manually. It must be fail to safe	1	5	5	

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Training and Consultation Statement

By signing below, the listed workers and their supervisors confirm that they have been made aware of the hazards identified in this document and had input to identifying those hazards and implementing the controls to those hazards. By signing this they understand, accept, and agree to work in full accordance with the safety risk controls stipulated in this document and with the site safety, environmental and industrial relations rules applied to the premises on which they will carry out the task(s). All personnel listed understand, accept, and agree that repeated or wilful failure to comply with safety requirements or requests may result in their removal from site and possible further disciplinary action which may result in termination of employment.

NAME	COMPANY	Construction Induction Card No	DATE	SIGNATURE

Scapeworks: the below representative has checked all workers are conforming to the above controls and risks are identified on site.

Name/Signature: _____ Date/Time: _____ Position: _____

Supervisor / Project Manager: I have reviewed this Safe Work Method Statement with all the scope of works to be carried out on site. The controls in place have reduced risk and is the safest way to proceed in this process in my view. If the SWMS is revised, all versions are to be kept.

Name: _____ **Signature:** _____

Date: _____ **Position:** _____