

SAFE WORK METHOD STATEMENT		Rivers and Lakes Opening			
<b>Reference documents</b>	Work Health & Safety Regulation 2017, Codes of Practice; How to manage Work Health Safety Risks, Managing the risk of Chemicals in the Workplace, Hazardous Manual Tasks, First aid in the workplace, Construction Work, Demolition Work, Excavation Work, Managing the Risk of Falls.				
<b>SWI:</b>	Excavator, Water cart, Back hoe,				
<b>Training and Competencies</b>	General construction induction card (white card),				
<b>Safety data Sheets</b>	Diesel fuel, Castrol hydraulic fluid,				
<b>Personal Protective Equipment</b>	Hearing protection, eye protection, Safety footwear, High visibility long sleeve shirt and trousers, Wide brimmed hat or brim attachment, Sun screen, Protective gloves, Hard hat				
<b>Plant and Equipment</b>	Dump truck, excavator, back hoe, front end loader,				
<b>Inspection and Testing</b>	Prestart checks on all plant and equipment, inspection as per manufacturers requirements				
<b>Hazardous Chemicals and Dangerous Goods</b>	Diesel fuel, hydraulic fluid,				
<b>High Risk Work</b> <i>Indicate if any of the HIGH risk activities are performed by workers</i>	<input type="checkbox"/> Where there is a risk of a person falling more than two metres.	<input type="checkbox"/> On in or adjacent to roadways, railways, shipping lanes or other traffic corridor.	<input checked="" type="checkbox"/> <b>In, over or adjacent to water or other liquids where there is a risk of drowning.</b>		
	<input checked="" type="checkbox"/> <b>At workplaces where there is any movement of powered mobile plant.</b>	<input type="checkbox"/> Involving the use of explosives.	<input type="checkbox"/> In an area where there are artificial extremes of temperature.		
	<input type="checkbox"/> On or near energised electrical installations or services.	<input type="checkbox"/> Involving a trench or shaft if the excavated depth is more than 1.5 metres.	<input type="checkbox"/> On or near pressurised gas distribution mains or piping.		
	<input type="checkbox"/> Involves structural alterations or repairs that require temporary support to prevent collapse.	<input type="checkbox"/> Involving a confined space.	<input type="checkbox"/> On or near chemical, fuel or refrigerant lines.		
	<input type="checkbox"/> Involving tilt-up or precast concrete.	<input type="checkbox"/> On telecommunications towers.	<input type="checkbox"/> Involving diving.		
	<input type="checkbox"/> Involving removal or likely disturbance of asbestos	<input type="checkbox"/> In an area that may have a contaminated or flammable atmosphere.	<input type="checkbox"/> Involves demolition of an element of a structure that is load-bearing or otherwise related to the structural integrity of the structure.		
	<input type="checkbox"/> Involving a tunnel.				
<b>SWMS Prepared by:</b>	<b>Name and signature:</b>			<b>Date:</b>	
<b>Authorised by:</b>	<b>Name and signature:</b>			<b>Date:</b>	
<b>Persons Responsible for Ensuring Compliance with SWMS:</b>					
TRIM Ref: SWMS1435[v4]		Adopted: 12.10.2016	Last Amended: 04.04.2024	Review Date: 04.04.2027	Version: 4
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<b>Methods used to Ensure Compliance with SWMS:</b>	
<b>Persons Responsible for Reviewing SWMS Control Measures:</b>	
<b>When should Risk Control Measures be reviewed:</b>	
<b>Review Date:</b>	<b>Reviewer's Signature</b>

**\*SWMS are to be reviewed as per the Document Control Procedure or when there has been a change to the Task / Process or Legislation.**

<b>Job Step</b>	<b>Hazard</b>	<b>Risk</b>	<b>Control Measures</b> <i>Controls have been identified using the hierarchy of controls</i>
Prior to the commencement of work ensure appropriate permits and licences from fisheries have been obtained to work in rivers/lakes area.  1. Conduct risk assessment and induct staff, if necessary  Establish worksite.	Persons entering/exiting vehicles	<ul style="list-style-type: none"> <li>- Muscle sprain (limbs or torso)</li> <li>- Broken bones</li> </ul>	3 point' technique, back out while exiting, check for uneven ground.
	Uneven or slippery Ground	<ul style="list-style-type: none"> <li>- Muscle sprain (limbs or torso)</li> <li>- Broken bones</li> <li>- Cuts and abrasion</li> <li>- Plant roll over/obstructed</li> </ul>	Inspect work area for appropriate foot placement and vehicle access.  Don't walk where can't see firm surface e.g. wet sand.  Don't drive onto soft or slippery ground.  Identify access route during day light and mark so visible at night.
	Ineffective communication	<ul style="list-style-type: none"> <li>- Injured worker in isolation</li> </ul>	Mobile phone or two-way radio access or handheld unit  Workers trained in emergency procedures.
	Unauthorised by persons or vehicles to work site	<ul style="list-style-type: none"> <li>- Muscle sprain (limbs or torso)</li> <li>- Broken bones</li> <li>- Cuts and abrasions</li> <li>- Drowning</li> <li>- Struck by vehicle</li> </ul>	Isolate workers and the public from plant/vehicles by implementing an appropriate exclusion zone using traffic control personnel or other suitable method.  Where appropriate, have a life guard ring
	Moving Traffic or Plant	<ul style="list-style-type: none"> <li>- Death or serious injury</li> </ul>	Establish site.  If necessary, implement an inductive site plan & control access.

Job Step	Hazard	Risk	Control Measures <i>Controls have been identified using the hierarchy of controls</i>
Establish worksite (Continued)			Ensure observers are in place.  Use only qualified operators.
	Unloading plant	- Plant roll over - Serious injury or entrapment	Only qualified plant operators are to unload plant..  Ensure plant trailer is positioned on level ground and all non-essential workers are clear.  Release all securing chains and ensure ramps are lowered.  Plant operator is to start the piece of plant, raise all blades, buckets etc. clear of the trailer engage low gear and let the machine move down the ramps.
	Tidal movement/ wave action	- Drowning - Damage to plant and equipment - Isolation of worksite	Prior to commencing work, check tide tables  Identify potential 'wash out' points. Locate spotter to monitor during works.  Introduce signage.  Rangers to provide extra support to prevent the public from entering worksite.  Post operation - place hazard signage.
2. Carry out earthworks	Collapse of earth	- Death or serious injury	Use plant with adequate reach.  Site Supervisor to review conditions regularly/verify sand stability.  Follow Excavation Work Guidelines
	Plant Overturn	- Death or serious injury	Ensure ground is suitable under the surface by probing.  Competent Spotter  Work within plant limits.  Ensure reach is within limits .  Emergency practices are to be discussed.

<b>Job Step</b>	<b>Hazard</b>	<b>Risk</b>	<b>Control Measures</b> <i>Controls have been identified using the hierarchy of controls</i>
Carry out earthworks (Continued)	Inappropriate Manual Handling	- Muscle sprain (limbs or torso)	Undertake training in proper manual handling techniques i.e.  Task rotation, muscle stretching exercises,  Use mechanical aids when possible
	Equipment Malfunction or misuse	- Muscle sprain (limbs or torso) - Cuts and abrasions Entrapment	Undertake pre-use checks, all operations and maintenance in accordance with manufacturer's recommendations and other safety procedures.  Only qualified operators are to operate and inspect plant.
3. Site Operations	Abuse and or harassment from the public	Mental illness, fatigue	Advertise that works are to be undertaken if appropriate,  Place signage to restrict access to area.
	Excessive exposure to loud noise	- Loss of hearing	Wear suitable ear protection
	Night Work	Serious injury	Whenever possible avoid conducting night work, however in an emergency situation, supervisor must gain Director's approval.  Use an indicative site plan and ensure this includes suitable lighting and competent spotters.  Identify access route during day light and mark so will be visible at night.  Alter placement of signage and or danger tape if appropriate  Cease work or limit excavation work occurring.  Ensure access to area is limited.
4. Depart site at completion of project	Loading plant	- Plant roll over - Serious injury or entrapment	Only qualified plant operators are to load plant.  Ensure plant trailer is positioned on level ground and all non-essential workers are clear.

Job Step	Hazard	Risk	Control Measures
			<p><i>Controls have been identified using the hierarchy of controls</i></p> <p>Plant operator is to start the piece of plant, raise all blades, buckets etc. engage low gear and let the machine move up the ramps under control.</p> <p>When correctly positioned on the trailer lower all blades, buckets, stabiliser's etc. secure plant to trailer with chains and chain binder and raise ramps.</p>

## Acknowledgement register

All workers are to sign this register to indicate they have read and understood this document prior to commencing work.

Name	Signature	Date	Name	Signature	Date