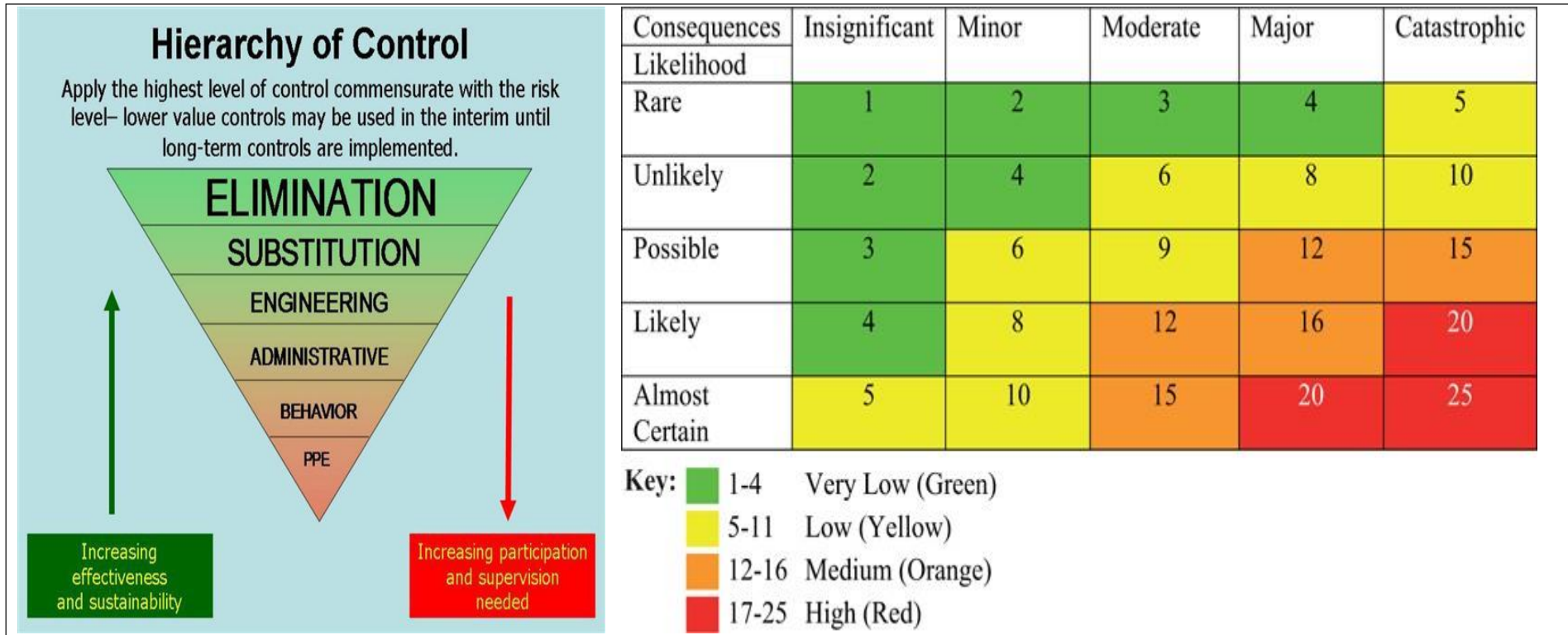



Emergency Contact Numbers:

Police, Fire, Ambulance	000
SES	132 500
D.O.T - WA	13 11 56
EPA WA	(08) 6364 7000

Safe Work Method Statement

WMS No:		Task/Activity	Tip Truck and Trailer Operation
SPH Job No:		Date to be Reviewed :	
Project:		Personnel responsible for monitoring this activity:	
Site Address:		Monitoring and review:	
Principal Contractor :		Little Diggers' Client:	
Sub Contractor:		Operator Name:	
References			
WHS Act 2020	WA OHS Regulations 2020	State Environmental Protection Policies WA	
Manual Handling Code of Practice	Code of Practice Safety Precautions in Trenching Operations	Traffic Management For Works On Roads Code of Practice	
Environmental Protection Act 1986	Wildlife Conservation Act 1950	Biodiversity Conservation Act 2016	
	Environmental Code of Practice For Road & Construction Maintenance		
Personnel Consulted with on this WMS			
Position:	Name	Signature	Date



Equipment Training and Qualifications

Plant and Equipment Required for this Activity	Personal Protective Equipment	
Truck with Tipping Body and Trailer	High Visibility Clothing AS/NZS 1906.4:2012	Gloves appropriate for task AS/NZS 2161.1:2000
	Safety Footwear (steel capped)AS/NZ 2210.3:2009	Appropriate clothing as per site requirements
Specific Training Required for this Activity	Safety Glasses as required AS?NZ 1336:1997	Head Protection as required AS/NZ 1800:1998
Site Specific Induction Heavy Vehicle Driver Licence Construction Industry OHS Induction (Red Card)	Wide Brimmed Hat as required AS/NZ 4399	Check for any site specific PPE requirements
	Sun Screen as required AS/NZ2604: 1998	Hearing Protection as required AS/NZ 1269.3:2005

Hazard/Aspect (Procedure Step)	Impact (What can go wrong)	Risk Score Without controls			Management Controls (Controls to be in place in order to manage potential hazards)	Risk Score With Controls			Person Responsible (To ensure controls are applied)
		Cons	Prob	Risk		Cons	Prob	Risk	
Pre-start	Uncontrolled truck and trailer movement during prestart acceptance and daily checks striking personnel	4	3	12	Specified parking area for trucks. Identify delineation between site personnel and truck routes. Vehicle to be locked and keys with driver at all times while truck is parked. Ensure that all relevant documentation is obtained through pre-start acceptance	4	2	8	Plant Operator Site Personnel.
	Fuel, oil or chemical spill.	5	4	20	Driver to undertake pre start daily check. All hydraulic, lubrication, and fuel hoses will be in good order, free from abrasion and unions tight and free from leaks.	4	2	8	Plant Operator Site Foreman
	Importation/extraction of weeds and/or pests onto worksite.	2	4	8	Ensure truck and trailer is free of weeds prior to removal from site. Remove any declared weeds from site if they are found to be growing at any time. Ensure general waste bin lids are closed at all times.	2	1	2	Plant Operator Site Foreman Site staff
	Slips, trips and falls	4	3	12	Housekeeping, Visual inspection. Ensure that truck cabin is clean and free of construction tools and equipment. Always. When entering or exiting truck always maintain 3 points of contact.	2	1	2	Plant Operator

	Uncontrolled truck and trailer movements during construction and deliveries striking personnel	4	3	12	Ensure UHF channel is discussed during morning pre-start. Ensure all personnel are aware of designated work areas and no go zones as defined by traffic guidance schemes.	4	2	8	Site Foreman Plant Operator
Hazard/Aspect (Procedure Step)	Impact (What can go wrong)	Risk Score Without controls			Management Controls (Controls to be in place in order to manage potential hazards)	Risk Score With Controls			Person Responsible (To ensure controls are applied)
		Cons	Prob	Risk		Cons	Prob	Risk	
Entering and exiting the truck and trailer	Slips, trips and falls Uncontrolled plant movement	4	3	12	Always maintain 3 points of contact when entering or exiting the truck cabin. Non slip hand and foot access points to vehicle.	4	2	8	Plant Operator
Movement of Truck	Truck/plant collision Truck/personnel collision Reduced visibility from dust Inhalation and sickness from dust	5	4	20	Keep vehicle speeds below site permitted maximum. Use watercart to minimize dust (particularly trafficable areas). Where appropriate consider stopping works on days of high winds. Communicate with other crews onsite using designated onsite UHF channel or hand signals. Reversing beeper and flashing light must be on and working. PPE high visibility clothing to be worn at all times. Driver to check all potential blind spots through use of mirrors and looking over shoulder prior to traversing. Where practicable, trucks to be segregated from plant on site.	4	2	8	Plant Operator
	Increased noise or vibration arising from worksite	2	5	10	Ensure exhaust and mufflers are checked regularly for cracks and breaks. Minimise the use of engine brakes particularly in built up areas. Only work within designated work times (as per council or EPA requirements).	4	2	8	Plant Operator
Working with and	Trench collapse, truck				Hard hats to be worn at all times whenever in				Site Foreman

near trenches and excavations	and trailer rollover, workers struck by truck and trailer, workers struck by debris	5	4	20	<p>or near trench or excavation.</p> <p>No plant truck/trailer or machine should encroach within 1.5m of trench/excavation. When approaching this distance, spotters used to ensure the safety of personnel and integrity of trench. No personnel in trench while truck is near trench/excavation. Other plant/machines/ workers to stay a safe distance from excavation or trench with help from site supervisor.</p>	4	2	8	Engineers Plant Operator Site staff
Hazard/Aspect (Procedure Step)	Impact (What can go wrong)	Risk Score Without controls			Management Controls (Controls to be in place in order to manage potential hazards)	Risk Score With Controls			Person Responsible (To ensure controls are applied)
		Cons	Prob	Risk		Cons	Prob	Risk	
Working near overhead powerlines	Workers struck by plant, Service strike, electrocution,	5	4	20	<p>Refer to regulation 3.64(1) and (2) of the Occupational Safety and Health Regulations 1996 to determine danger zone.</p> <p>If any part of excavator is to come within the danger zone of powerlines a spotter must be present at all times. If these guidelines cannot be followed then work shall not commence until permission has been granted from the electricity company.</p>	2	2	4	Plant Operator Spotter Site Foreman
Works near traffic	Plant / Traffic / Pedestrian interaction	4	3	12	Use trained traffic controllers and or barricades and signage to keep traffic separated from works. Ensure that there is a traffic management plan in place and that any interaction with pedestrian traffic is eliminated.	3	2	6	Site Foreman Plant Operator
Working or traversing on sloping ground	Rollover, spoil rolling onto staff working in trench	4	4	16	Truck and trailer is not to work over designated gradient as outlined in manufacturers user manual. Use low gear and ensure that if cross travel is required it is within user manual requirements. Under no circumstances should driver attempt to tip on a sloping surface.	2	2	4	Plant Operator Foreman

Working in or near waterways	Impact on waterway from works leading to an impact on water quality	4	5	20	If required a permit to work in or near the waterway is to be sought from the local waterway authority prior to any works commencing in or near a waterway. No truck/trailer/plant is to travel through any waterway. If crossing is required then approval shall be sought from the local waterway authority before any work can take place. Ensure that erosion and sediment controls are in place prior to disturbance of the waterway	3	3	9	Project Manager Site Foreman Site staff Plant operator
Hazard/Aspect (Procedure Step)	Impact (What can go wrong)	Risk Score Without controls			Management Controls (Controls to be in place in order to manage potential hazards)	Risk Score With Controls			Person Responsible (To ensure controls are applied)
		Cons	Prob	Risk		Cons	Prob	Risk	
Hazardous substances used in truck operation and maintenance (Refuelling)	Inhalation, ingestion, spills, explosion	5	3	15	Driver to ensure engine is off before refuelling. Ensure correct footing, don't walk on uneven and slippery surfaces. ENSURE DELIVERY FUEL NOZZLE IS IN DIRECT CONTACT WITH FUEL TANK INLET SO AS TO AVOID BUILD UP OF STATIC ELECTRICITY. Under no circumstances use a mouth operated siphon hose for decanting liquid hazardous substances. Use spill kit to capture spillage and ensure that the contaminated waste material is disposed of as a prescribed waste. Ensure correct PPE in use whilst refueling. Ensure spill kits are available and located close to designated refuelling area. Clean up and report spills as soon as they happen.	3	2	6	Plant Operator Site Foreman Fuel delivery driver

Additional Site Specific Hazards and Controls

Hazard/Aspect (Procedure Step)	Impact (What can go wrong)	Risk Score Without controls			Management Controls (Controls to be in place in order to manage potential hazards)	Risk Score With controls			Person Responsible (To ensure controls are applied)
		Cons	Prob e	Risk		Cons	Prob e	Risk	
COVID – 19 Pandemic	Acquire COVID-19	5	3	12	Operators to adhere to good hygiene practices. <ul style="list-style-type: none"> • Wash hands regularly • Clean hands before handling paperwork • Cover your coughs • Seek medical assistance if you display symptoms • Keep work areas clean -steering wheel/controls, dashboard, door handles, fuel filling, any other touchpoints • Practice social distancing • Clean and disinfect frequently used items, phones, wallet, pens, keys • Where PPE as directed • Plan your route, minimize stops and physical interaction 	2	1	2	Operators

					<ul style="list-style-type: none"> Avoid shared workspaces such as lunchrooms, site sheds, anywhere where there is less than 4 square m perperson. Wear a face mask 				
	Infect others with COVID-19	5	3	12	<p>Seek medical assistance if you display symptoms.</p> <ul style="list-style-type: none"> If you are unwell do not go to work. Isolate and seek testing. If you have been in contact with someone who has COVID-19. Isolate and seek testing. Inform your employer and notify any worksites you have attended. 	2	1	2	Operators
	Travel Permits	5	3	12	<ul style="list-style-type: none"> Ensure you carry a valid Travel Permit at all times Record sites visited, date time, duration. (Hire docketts are adequate) 	2	1	2	Operators
	COVID Safe Plan				Follow site COVID Safe Plan. Ask for a copy of the Plan before attending site.				Operators

SWMS Acceptance

We the undersigned confirm that we have read and clearly understand this safe work method statement. We confirm we have the required training and qualifications to carry out the required tasks in accordance with the control measures outlined in this safe work method statement. We also understand that if the controls as outlined cannot be applied then work must cease immediately.

Date	Name	Company	Position	Signature

Review and Monitoring

Review No.	1	2	3	4	5	6
Name						
Date						