



RISK RATING 1 HIGH 2 MEDIUM 3 LOW	SAFE WORK METHOD STATEMENT Title: : Concrete Footpath Operation Ref No: 1	I approve the use of this Safe Work Method Statement: NAME: _____ POSITION: Department Manager SIGNATURE: _____ DATE: ___/___/___
		Project: CONSTRUCTION OF A CONCRETE FOOTPATH
Critical Steps in this Activity:	Potential Hazards:	Safety Controls:
<ul style="list-style-type: none"> • Inspection • MEDIUM 	<ul style="list-style-type: none"> • Traffic • Services 	<ul style="list-style-type: none"> • Traffic management plan to be completed before works begins • Dial before you dig to be contacted and located before commencing work
<ul style="list-style-type: none"> • Preparation • MEDIUM 	<ul style="list-style-type: none"> • Inadequate planning 	<ul style="list-style-type: none"> • Identify people, equipment, PPE, potential hazards and safety controls prior to commencement of works • Site induction for all employee's to know role for each job • Team leader to issue traffic management plan to work crew • All relevant signs to be placed on vehicle
<ul style="list-style-type: none"> • Driving to work site • MEDIUM 	<ul style="list-style-type: none"> • Drivers 	<ul style="list-style-type: none"> • Be in possession of proper drivers/operator license • Being aware while driving • Travel at speed according road conditions and load
<ul style="list-style-type: none"> • Traffic Control • MEDIUM 	<ul style="list-style-type: none"> • Poor drivers • Inappropriately traffic control measures 	<ul style="list-style-type: none"> • Follow traffic management plan from team leader • Ensure the traffic and pedestrians control measures are appropriately for all weather conditions • Use of appropriate PPE high visibility clothing • Stay alert for traffic on worksite

<ul style="list-style-type: none"> • Excavation • MEDIUM 	<ul style="list-style-type: none"> • Injury to personal & public • Noise • Slips • Trips • Falls • Fire • Contamination 	<ul style="list-style-type: none"> • All area's of open excavation to be barricaded if concrete pour is finished or unfinished • Signs and flashing light's to be erected to direct pedestrians around works • All star droppers to have safety cap placed on top of each one • Use recommended hearing protection EG: ear plugs or ear muffs • Site to be kept tidy. Supervisor to check site on daily basis • All waste material to be placed in trucks. All materials to be barricaded away from pedestrians • Do not refuel when engine is running or hot, never smoke whilst you are refueling equipment • Always carry out refueling equipment away from drainage system
<ul style="list-style-type: none"> • Vibrator and operator • MEDIUM 	<ul style="list-style-type: none"> • Hearing Damage • Explosion • Fire burns • Rashes • Allergies 	<ul style="list-style-type: none"> • Hearing protection must be worn at all times when operating a whacker plate • Always use correct fuel containers when filling whacker plate • At no stage should employee be smoking near fuel • Be aware that motor should be cool before refueling • All proper PPE should be used when fuel is being handled
<ul style="list-style-type: none"> • Shovel concrete • MEDIUM 	<ul style="list-style-type: none"> • Strains • Sprains • Back damage • Trips 	<ul style="list-style-type: none"> • Repetitious twisting and shoveling always have rest break • Stronger strength concrete can be difficult in workability, always check with foreman of strength • Job rotation should happen with long pours of footpath • Be aware when walking backwards that safety boots or rubber boots don't get caught in reinforcement
<ul style="list-style-type: none"> • Screed concrete • MEDIUM 	<ul style="list-style-type: none"> • Manual handling • Noise 	<ul style="list-style-type: none"> • Mechanized screed should be used where practicable • Make sure you have sufficient rest periods between jobs • Check strength of concrete for workability as stronger strength is a lot harder to screed • Always make sure you have hearing protection EG: ear muffs or plugs for noise from concrete truck or generator

<ul style="list-style-type: none"> • Wooden float • Steel Float • MEDIUM 	<ul style="list-style-type: none"> • Manual Handling 	<ul style="list-style-type: none"> • Always make sure that you have sufficient rest periods between pours • Repetitious arm and wrist movements are required so job rotation may be required • Employee has room to float straight back area should be cleared around work area
<ul style="list-style-type: none"> • Hand Trowel • MEDIUM 	<ul style="list-style-type: none"> • Manual Handling 	<ul style="list-style-type: none"> • Always make sure that you have sufficient rest periods between pours • Repetitious arm and wrist movement are required so job rotation may be needed • All area should be cleared around work area so employee has room to hand trowel along boards
<ul style="list-style-type: none"> • Clear worksite • MEDIUM 	<ul style="list-style-type: none"> • Lifting • Bending • Twisting • Slips • Falls • Cuts • Abrasions 	<ul style="list-style-type: none"> • Use sound manual handling methods, use two man lift for heavy items • Wear safety boots and PPE issue's • Maintain good housekeeping procedures • Clear obstructions
<ul style="list-style-type: none"> • Removal of signs • Cones / bollards • HIGH 	<ul style="list-style-type: none"> • Vehicle impact • Personnel impact 	<ul style="list-style-type: none"> • Personal trained in temporary traffic management • High visibility clothing • Flashing lights on vehicle

License/Training		List Plant-Equipment	
<i>Drivers License Work Activity Induction Red Card</i>		<i>Ute, Concrete Truck, Excavator, Tip Trucks, Roller, Rake, Shovel, Trowels, Wheel Barrow, Hammers, Whacker Plate, Generator</i>	
List: /Personal Protective Equipment required for this Activity	List Equipment Maintenance Checks required for this Activity	Engineering Certificates	Hazardous Substance
<i>Hi visibility clothing Ear Protection Hard Hats Sunscreen Combination Helment Safety Boots Broad Brimmed Hats Sunglasses</i>	<i>Daily equipment checks Plant Pre-start up check list</i>	Type <i>Traffic Management Plan</i>	Type <i>Fuel Oil</i>
Duties & Responsibilities			
To ensure the safety of co-workers and general public.To report all incidents and near misses to team leader.Ensure equipment is in safe working order.Perform safety checks of equipment			

