



<p>RISK RATING</p> <p>1 HIGH</p> <p>2 MEDIUM</p> <p>3 LOW</p>	<p>SAFE WORK METHOD STATEMENT</p> <p>Title: : Vegetation Cressy Shelford Road</p> <p>Ref No: 1</p>	<p>I approve the use of this Safe Work Method Statement:</p> <p>NAME: _____ POSITION: Department Manager</p> <p>SIGNATURE: _____ DATE: ___/___/___</p>
		<p>Work Site/Project/Depot:</p>
<p>Critical Steps in this Activity:</p>	<p>Potential Hazards:</p>	<p>Safety Controls:</p>
<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"> Travel 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"> Placing traffic control devices at worksite HIGH 	<ul style="list-style-type: none"> Poor drivers Inappropriately traffic control measures Flora & fauna 	<ul style="list-style-type: none"> Follow traffic management plan from team leader Ensure the traffic control measures are appropriately for all weather conditions (especially the wind on this road) Use of appropriate PPE high visibility clothing by all personnel Stay alert for traffic on worksite All vehicle will turn at intersection or in private gateways when placing devices out

<ul style="list-style-type: none"> • Site induction for supplier and Botanist • HIGH 	<ul style="list-style-type: none"> • Inadequate planning • Environmental Issue's 	<ul style="list-style-type: none"> • Site induction & tool box meeting will be conducted to all suppliers also botanist about all issue's which may be involved in the removal of all dump site's on the north side of Cressy Shelford Road • The botanist also will explain the strict guidelines in which all cosworks & suppliers will be working to on this site
<ul style="list-style-type: none"> • Manually placing of rubber matting on ground • HIGH 	<ul style="list-style-type: none"> • Manual handling • Back strains • Native vegetation 	<ul style="list-style-type: none"> • Always be aware exercise before starting work. If matting is to heavy always use a two man lift • When lifting matting never suddenly jerk or move suddenly in other direction as this could cause back problems • When lifting matting off truck and placing on ground all native vegetation is marked by a stick with a pink flag. Be very careful placing matting not to disturb these flags also when walking on ground. AT NO STAGE WILL ANY TRUCK BE DRIVEN ON ANY GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBER ARE IN PLACE
<ul style="list-style-type: none"> • Placing of timber on matting with excavator • HIGH 	<ul style="list-style-type: none"> • Working from heights • Crushing • Manual handling • Native vegetation 	<ul style="list-style-type: none"> • When unloading boards and an employee are in the back of the truck at no time will any person stand on the trucks running rail. Always use ladder to enter and exist truck body • All PPE issues should be worn when working near plant. This includes hard hats, safety glasses ear muffs or ear plugs, gloves, sunscreen and safety boots • Always be aware exercise before starting work. If timber is to heavy always use a two man lift • When lifting timbers off truck and placing on rubber matting all native vegetation is marked by a stick with a pink flag. Be very careful placing timber not to disturb these flags also when walking on ground AT NO STAGE WILL ANY TRUCK OR EXCAVATOR BE DRIVEN ON ANY GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBERS ARE IN PLACE

<ul style="list-style-type: none"> Excavator walking on timbers as timbers are placed HIGH 	<ul style="list-style-type: none"> Struck by excavator Native vegetation 	<ul style="list-style-type: none"> Always make sure all employees are well clear of excavator when it is walking on timbers All native vegetation is marked by a stick with a pink flag. AT NO STAGE WILL EXCAVATOR BE DRIVEN OFF BOARDS ONTO GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBER ARE IN PLACE
<ul style="list-style-type: none"> Entering with truck on timbers HIGH 	<ul style="list-style-type: none"> Struck by truck Native vegetation 	<ul style="list-style-type: none"> Always stand well clear when truck is reversing on timbers. Always check that reverse beeper is working All native vegetation is marked by a stick with a pink flag. AT NO STAGE WILL ANY TRUCK BE DRIVEN OFF BOARDS ONTO GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBER ARE IN PLACE
<ul style="list-style-type: none"> Loading trucks with spoil from dump site by excavator HIGH 	<ul style="list-style-type: none"> Struck by excavator Spillage of spoil Native vegetation 	<ul style="list-style-type: none"> Always stand well clear of excavator when it is working. If botanist needs to check bucket load seek attention from driver to stop machine and wait till machine is fully shut down. At no stage can excavator have a full bucket of spoil and slew over native grassed land spilling material. Discuss this with botanist in induction and tool box meeting All native vegetation is marked by a stick with a pink flag. AT NO STAGE WILL EXCAVATOR BE DRIVEN OFF SPOIL HEAP ONTO GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBER ARE IN PLACE
<ul style="list-style-type: none"> Existing site over timbers with truck HIGH 	<ul style="list-style-type: none"> Native vegetation Traffic 	<ul style="list-style-type: none"> All native vegetation is marked by a stick with a pink flag. AT NO STAGE WILL ANY TRUCK BE DRIVEN OFF BOARDS ONTO GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBER ARE IN PLACE Before existing from roadside always make sure you look both ways for on coming traffic. When traffic lanes are clear enter onto road way with rotary beacon on

<ul style="list-style-type: none"> • Picking up materials from ground with a shovel and wheelbarrow • HIGH 	<ul style="list-style-type: none"> • Manual handling • Native vegetation 	<ul style="list-style-type: none"> • Always exercise before starting work. Make sure when using a shovel it is the correct size for your height. • When shoveling material make sure you never dig your shovel into the ground as this may disturb the native grasses speak with botanist about this in tool box meeting. Never overfill wheel barrow as no loose material should be allowed to drop onto native grasses
<ul style="list-style-type: none"> • Picking up timber with excavator • HIGH 	<ul style="list-style-type: none"> • Working from heights • Crushing • Manual handling • Native vegetation 	<ul style="list-style-type: none"> • When loading boards and an employee are in the back of the truck at no time will any person stand on the trucks running rail. Always use ladder to enter and exist truck body • All PPE issues should be worn when working near plant. This includes hard hats, safety glasses ear muffs or ear plugs, gloves, sunscreen and safety boots • Always be aware exercise before starting work. If timber is to heavy always use a two man lift • When lifting timbers off rubber matting and placing onto truck all native vegetation is marked by a stick with a pink flag. Be very careful placing timber not to disturb these flags also when walking on ground AT NO STAGE WILL ANY TRUCK OR EXCAVATOR BE DRIVEN ON ANY GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBERS ARE IN PLACE •
<ul style="list-style-type: none"> • Manually picking up rubber matting • HIGH 	<ul style="list-style-type: none"> • Manual handling • • Back strains • • Native vegetation 	<ul style="list-style-type: none"> • Always be aware exercise before starting work. If matting is to heavy always use a two man lift • When lifting matting never suddenly jerk or move suddenly in other direction as this could cause back problems • When lifting matting off ground and placing on truck all native vegetation is marked by a stick with a pink flag. Be very careful placing matting not to disturb these flags also when walking on ground. AT NO STAGE WILL ANY TRUCK BE DRIVEN ON ANY GRASSED LAND AREA WITHOUT BOTANIST PREMISSION OR UNTIL MATTING AND TIMBER ARE IN PLACE

<ul style="list-style-type: none"> • Moving to next dump site • HIGH 	<ul style="list-style-type: none"> • AS all above 	<ul style="list-style-type: none"> • AS ALL ABOVE
<ul style="list-style-type: none"> • Removing traffic control devices • MEDIUM 	<ul style="list-style-type: none"> • Poor drivers • Flora & fauna 	<ul style="list-style-type: none"> • Stay alert for traffic on worksite when removing signage • All vehicle will turn at intersection or in private gateways when removing traffic control devices
<ul style="list-style-type: none"> • Documentation of each days work • HIGH 	<ul style="list-style-type: none"> • Documetation 	<ul style="list-style-type: none"> • All traffic control records, documentation, photo's any other records will be keep in a file on site until job is completed and then filed for any future claims

License/Training	List Plant-Equipment
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<i>Driving Licence Red Card Site Induction</i>	<i>Truck, Excavator, Wheelbarrow, Shovel, Rake, Ute, Slings, Signs, Frames, Sand Bags</i>
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List: /Personal Protective Equipment required for this Activity	List Equipment Maintenance Checks required for this Activity	Engineering Certificates	Hazardous Substance
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<i>High Visibility Clothing Gloves Ear Muffs Eye Protection Safety Boots Sunscreen</i>	<i>Plant Log Sheet</i>	<p style="text-align: center;">Type</p> <i>Traffic Management Plan</i>	<p style="text-align: center;">Type</p>
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Duties & Responsibilities

<p>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</p>
