

<p>RISK RATING</p> <p>1 HIGH</p> <p>2 MEDIUM</p> <p>3 LOW</p>	<p>SAFE WORK METHOD STATEMENT</p> <p>Title: : Litter Collection Operation</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>Project: PICKING UP LITTER</p>
<p>Critical Steps in this Activity:</p>	<p>Potential Hazards:</p>	<p>Safety Controls:</p>
<ul style="list-style-type: none"> Preparation 	<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> PPE, equipment, potential hazards and safety controls
<ul style="list-style-type: none"> ARRIVE AT SITE Park vehicle Unload MEDIUM 	<ul style="list-style-type: none"> Traffic Manual Handling 	<ul style="list-style-type: none"> As per traffic management plan. Rotary beacons on and vehicle as far as practicable from roadway Exercise before unloading equipment
<ul style="list-style-type: none"> Set up traffic controls MEDIUM 	<ul style="list-style-type: none"> Traffic 	<ul style="list-style-type: none"> Set up traffic controls as per traffic management plan
<ul style="list-style-type: none"> Litter collection MEDIUM 	<ul style="list-style-type: none"> Traffic Sharps Awkward/heavy objects Hazardous substances 	<ul style="list-style-type: none"> Maintain distance from traffic while working on roadsides Wear gloves & keep from exposed skin. Use tongs and place needles in special sharps container Use mechanical lifting device or use team lift Use PPE issue and carry water also first aid kit. Wash hands after handling litter

<ul style="list-style-type: none"> • Load vehicle • MEDIUM 	<ul style="list-style-type: none"> • Manual handling 	<ul style="list-style-type: none"> • Use mechanical lifting devices, at times two people maybe required
<ul style="list-style-type: none"> • Take down traffic control • MEDIUM 	<ul style="list-style-type: none"> • Traffic 	<ul style="list-style-type: none"> • Take down signage when finished. Aftercare signs maybe required for slippery surface
<ul style="list-style-type: none"> • Exit site • MEDIUM 	<ul style="list-style-type: none"> • Traffic 	<ul style="list-style-type: none"> • Vehicle to enter safely into traffic lane. Once in traffic turn off warning flashing lights
<ul style="list-style-type: none"> • Disposal of rubbish • MEDIUM 	<ul style="list-style-type: none"> • Sharps • Manual Handling 	<ul style="list-style-type: none"> • Report to team leader for disposal of any sharp containers • Try and use tipping tray on Ute to dispose of rubbish
<ul style="list-style-type: none"> • Cleaning of equipment • LOW 	<ul style="list-style-type: none"> • Slips • Falls 	<ul style="list-style-type: none"> • Use correct PPE for very slippery surface on vehicle • Always use truck wash bay if any hazardous substance is spilt on Ute floor

License/Training		List Plant-Equipment	
Drivers License Work Activity Induction Red Card		<i>Ute, Spill Kit, Shovel, Broom, Pick-Up tongs, Sharp disposal container</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</i> <i>Hats</i> <i>Gloves</i> <i>Safety Boots</i>	<i>Daily equipment checks</i> <i>Plant Pre-start up check list</i>	Type <i>Traffic Management Plan</i>	Type
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			

