

# Site SWMS & Risk Assessments



Principal Contractor	CPB Contractors
Client	GNM Group
Date Provided to PC	09/10/2023
Revision Due	09/10/2024
Project	QR Code: HBE-757222 Hydro Evacuation Project
Construction Site Location / Address	214 – TFTA Hydraulic Water Supply Range Control RAAF Base Ingham Rd Garbutt QLD 4814
Person in charge of SWMS: Supervisor (Responsible for Implementing, Monitoring & Ensuring Compliance with SWMS)	Paul Bull – 0417 705 673 Steve Hannah – 0405 227 127
After Hours Contact	Paul Bull – 0417 705 673 Steve Hannah – 0405 227 127

## Purpose

The purpose of this document is to clearly identify the Hazards and Risks associated in both the high-risk work activities as well as the general construction site tasks. This SWMS must be kept and be available for inspection until the high-risk construction work to which the SWMS relates is completed. If the SWMS is revised, all versions should be kept. If a notifiable incident occurs in relation to the high-risk construction work in this SWMS, the SWMS must be kept for at least 2 years from the date of the notifiable incident.

## Monitor and Review of Controls

Evaluation of process effectiveness is carried out using internal audits and site safety inspections. This document in its entirety is relevant between the stated review dates, unless it has been identified that controls are potentially not effective, changes to the workplace has introduced new task(s), hazard(s)/risk(s) or in the event of a notifiable incident then SWMS will be reviewed and, if necessary, revised. Ultimately everyone is responsible for ensuring their duties are upheld with regards to safety in the workplace.

## Revision Control

At the end of the SWMS there is a provision to add to or amend the SWMS, if these are used, please notify Paul Bull & Steven Hannah as soon as practical to ensure the changes are implemented in the master SWMS for Hannahbull Hydro Excavations. Once the SWMS are amended and controls are acceptable for the specified hazards all workers must re-sign onto the SWMS to ensure they are made aware of the changes.

## Doc Control Details

<b>PCBU Name:</b>	Hannahbull Hydro Excavations	<b>ABN:</b>	78 055 754 603	
<b>PCBU Address:</b>	40 Batten Road, Mount Low QLD 4818		<b>Contact Number:</b>	P - 0417 705 673, S - 0405 227 127
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<b>Consulted By</b>	Paul Bull & Steven Hannah & Erker Safety Pty Ltd		<b>Approved By</b>	Paul Bull & Steven Hannah
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## 1 Definitions:

### High Risk Work (As defined by WH&S Qld):

Work carried out at a workplace deemed as high risk by WH&S Regulation 2011 (s291):

1. involves a risk of a person falling more than 2m; or
2. is carried out on a telecommunication tower; or
3. involves demolition of an element of a structure that is load bearing or otherwise related to the physical integrity of the structure; or
4. involves, or is likely to involve, the disturbance of asbestos; or
5. involves structural alterations or repairs that require temporary support to prevent collapse; or
6. is carried out in or near a confined space; or
7. is carried out in or nearby—
  - (i) a shaft or trench with an excavated depth greater than 1.5m; or
  - (ii) a tunnel; or
8. involves the use of explosives; or
9. is carried out on or near pressurised gas distribution mains or piping; or
10. is carried out on or near chemical, fuel, or refrigerant lines; or
11. is carried out on or near energised electrical installations or services; or
12. is carried out in an area that may have a contaminated or flammable atmosphere; or
13. involves tilt-up or precast concrete; or
14. is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor that is in use by traffic other than pedestrians; or
15. is carried out in an area at a workplace in which there is any movement of powered mobile plant; or
16. is carried out in an area in which there are artificial extremes of temperature; or
17. is carried out in or near water or other liquid that involves a risk of drowning; or
18. involves diving work.

## 2 Legislation that relates to this Safe Work Method Statement

### Work Health & Safety Documents

- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011












### Current Codes of Practice – relevant to the task undertaken

<https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice>

- How to Manage Work Health and Safety Risks Code of Practice 2021
- Hazardous Manual Tasks Code of Practice 2021
- Managing Respirable Crystalline Silica Dust Exposure in Construction and Manufacturing of Construction Elements Code of Practice 2022
- Work Health and Safety Consultation, Co-operation and Co-ordination Code of Practice 2021
- Working Near Overhead and Underground Electric Lines – Electrical Safety Code of Practice 2020

### 3 PPE Requirements

PPE Requirements will be listed at the beginning of each activity with the mandatory requirements using the below Pictograms:

-  **Safety Glasses** Medium Impact (clear indoor use and tinted outdoor use)
-  **Safety Footwear** with a steel cap toe or composite toe
-  **Safety Gloves** suitable for the task
-  **Ear Protection** either plugs or muffs suitable to the task
-  **Hard Hat** for all work where there is work overhead
-  **Hi Visibility Clothing** must include reflective striping
-  **Respiratory Protection (RPE)**, specific to the task & as shown on fit test certificate
-  **Long Sleeves and Long Pants**
-  **Clear High Impact Visor**
-  **Wide Brim Hat** or ring worn over hard hats
-  **Height Safety PPE** specific to the task

### 4 Qualifications, Training Requirements

Competency in use of Hydro Vac Truck with Lance

Apprentice Training, if applicable

Industry White Card(s)

Supervision from Paul Bull & Steven Hannah

Spotter for mobile plant, as required – Competently trained for the type of machinery with a full understanding of the tasks being conducted.

### 5 Hierarchy of Control Measures

Level 1	Level 2	Level 3
<ul style="list-style-type: none"> <li>• Eliminate the Hazard</li> </ul>	<ul style="list-style-type: none"> <li>• Substitute the Hazard</li> <li>• Isolate the Hazard</li> <li>• Engineer the Hazard out</li> </ul>	<ul style="list-style-type: none"> <li>• Administration Controls</li> <li>• PPE</li> </ul>

## 6 Parties responsible for implementation of Controls



**Supervisor:** The supervisor is the individual responsible for decisions onsite and has authority to make changes to the planned works or at least have direct contact with the person who does.



**Worker:** include anyone onsite conducting work activities, this does not include visitors or members of the public



**Operator:** any worker in control of moving plant or machinery, all operators must be deemed competent prior to working. If the piece of plant requires a licence the operator will be required to have this on him at all times eg: crane



**Engineer:** A person who designs, builds, or maintains machines, or structures.



**Management:** Any person in direct control of personell or is a direct link to the client. Management is not the supervisor but rather the person responsible for decisions outside the scope of the supervisors eg. Changing processes, apointing supervisors or involvment of outside expertise/Advisers. Management is usually listed as the document owner.



**Spotter:** A person elected to stand watch for: mobile plant, work around power wires and work near live edges where workers could fall. Act as a set of eyes and warn or alarm if workers enter an area of danger and stop work. The spotter must have a good understanding of the tasks and be in direct communication with the workers involved.

## 7 Risk Calculator

HOW TO USE THIS RISK TABLE	Appendix B - Risk Calculator					
	RISK RATING CALCULATOR	Likelihood				
<b>Step 1:</b> Identify potential hazards.	<b>Consequence</b> What injury/damage could it cause?	<b>Rare - 3</b> Could only happen once in 25 years	<b>Unlikely - 2</b> Could happen, once in 5 years	<b>Possible - 1</b> Could happen each year	<b>Likely - 0</b> Could Happen more than once a year	<b>Almost Certain - 0</b> Could happen anytime
<b>Step 2:</b> Decide what a possible <b>Consequence</b> could be.	<b>Catastrophic - 0</b> Multiple Fatalities	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>
	<b>Major - 0</b> Death or serious disability	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Step 3:</b> Decide <b>How Likely?</b> it is to happen	<b>Moderate - 1</b> Long term illness or serious injury	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Step 4:</b> Line up your choices in the table to get a number	<b>Minor - 2</b> Medical attention & several days off work	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>2</b>
<b>Step 5:</b> Use the Priority table to the right.	<b>Insignificant - 3</b> First aid needed	<b>6</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>3</b>

Risk Rating
0, 1 or 2
3
4, 5, 6

Prioritisation
Action to rectify must be done immediately before work may commence
Consider control measure as necessary and implement further controls to reduce risk
Continue to use correct controls selected and maintain communication



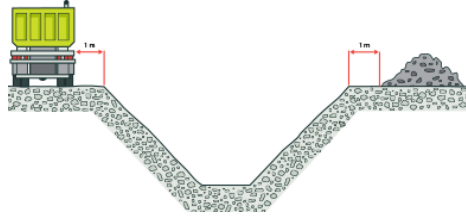
## 8 Workers Sign on and Consultation of SWMS

By signing the below I:

- Acknowledge that I have had input into the development of the SWMS or have had opportunity to comment on the content
- Understand and agree to abide by all of the requirements stated within the SWMS
- Have appropriate certification, licences and/or training to competently undertake the task or, where permitted, will be directly supervised by persons with appropriate level of certification, licensing, training and competence
- Understand that where task changes or the controls stated are ineffective, that I will immediately notify my supervisor and cease work till the controls are modified and I re-sign an updated SWMS



First & Last Name:	Signature:	Date:

## High Risk Work Activity: 7. Working in a Trench 1.5m+

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>7A. Working in or Near a Trench Deeper Than 1.5m</b>				
<b>PPE Recommended</b>				<b>Persons responsible for maintaining controls</b> 
Pre-Start	Hazards: Inexperienced personnel, Plant/equipment used for task not suitable, contact with essential services Risks: <b>Injury, property damage, fire/explosion</b>		<ul style="list-style-type: none"> <li>Workers performing trenching and excavation work shall be adequately trained and competent in trenching and excavation work</li> <li>Powered mobile plant operators must hold the relevant licence and verification of competency (VOC)</li> <li>Plant and equipment to be used in accordance with manufacturers recommendations/specifications</li> <li>Verify location of all underground services (dial before you dig and other relevant drawings)</li> <li>Trenching and Excavation Permit completed</li> <li>Works to be barricaded as required</li> <li>Traffic control devices e.g., signage, protective barriers, traffic management plan etc. to be in place where applicable</li> </ul>	
Working in a trench deeper than 1.5 metres	Hazards: Installation of piping and foundations, uncontrolled collapse Risks: <b>Crush, death</b>	1	<ul style="list-style-type: none"> <li>To prevent collapse of the trench, the use of shoring, benching, or battering will be used and the most appropriate for the task will be selected.</li> <li><b>Battering:</b> To prevent collapse of the trench, no more than 45° (degrees) battering to all sides of the trench will be used.</li> </ul> 	4



## High Risk Work Activity: 7. Working in a Trench 1.5m+



Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
			<ul style="list-style-type: none"> <li>• <b>Shoring:</b> Will be used against all sides of the trench that protects by shielding. The shoring system will comply with applicable standards and manufacturers requirements. The shoring will be checked daily to ensure its continued effectiveness.</li> </ul>  <ul style="list-style-type: none"> <li>• <b>Benching:</b> To prevent collapse of the trench, apply benching to all sides of the trench. When I/we bench a trench, the vertical trench side, below the benched portion, will not exceed 1.5m in height. The benching will be checked at least daily to ensure its continued effectiveness.</li> </ul>  <ul style="list-style-type: none"> <li>• A geo-technical engineer will:               <ul style="list-style-type: none"> <li>○ Approve in writing that all the sides of the trench are safe from collapse</li> <li>○ State in writing how long the approval lasts if there is no stated natural occurrence that could affect the stability of the trench</li> <li>○ State in writing the natural occurrence that could affect the stability of the trench</li> </ul> </li> <li>• Compliance with the requirements of the geo-technical engineer will be adhered to</li> </ul>	

**High Risk Work Activity: 7. Working in a Trench 1.5m+**

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
Managing fill stockpile	Hazards: Uneven surfaces unstable stockpile, uncontrolled collapse Risks: <b>Crush, death</b>	1	<ul style="list-style-type: none"> <li>• Safe means of access/egress provided into all excavations</li> <li>• Plan to stockpile materials in allotted positions</li> <li>• Ensure all stockpiles / spoil is kept a safe distance away from the excavation</li> <li>• Maintain in such a way as to prevent creation of unnecessary uneven surfaces in areas of work.</li> </ul>	5
Workers inside a trench working greater than 1.5m	Hazards: Worker collapse or injury preventing normal exiting via ladder Risks: <b>Unable to obtain First Aid quickly, unable to exit excavation</b>	2	<ul style="list-style-type: none"> <li>• Workers will never work alone in trenches where risk dictates the access to be hindered for one person to exit quickly</li> <li>• Steps will be constructed where practical in the earth</li> <li>• Where it is not practical constructing earth steps multiple workers will be required, with a minimum of 2 personal always in the area</li> <li>• Send someone immediately to telephone or radio for emergency services. Ensure that the person knows the location of, and how to use the communication equipment</li> <li>• Clear all unwanted workers away from the area</li> <li>• Appoint a worker to monitor the work area (i.e. an observer who is not involved in any rescue activities)</li> <li>• Do not remove the victim unless there is a danger from flooding or dangerous gases are present or there is an imminent danger of collapse</li> <li>• Do not remove the victim by tying a rope around him/her and pulling on the rope</li> <li>• Where possible (and safe), leave the victim in the trench until the ambulance or a qualified medical person arrives</li> <li>• If risk assessment indicates:                             <ul style="list-style-type: none"> <li>○ A stretcher will be made available with a 4-man lift required to remove a person from the excavation</li> <li>○ Additional lifting straps may be required and attached to a lifting device rated for man use</li> <li>○ There are several configurations, however, the crane is a suitable source to lift casualty as long as a dedicated spotter is always appointed in direct eye contact with casualty being lifted and direct contact with crane operator.</li> </ul> </li> <li>• Once the Worker has been removed normal First Aid treatment will apply.</li> </ul>	4



## High Risk Work Activity: 11. Electricity



Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>11H. Electrical - Operation Around Overhead Powerlines</b>				
<b>PPE Recommended</b>				<b>Persons responsible for maintaining controls</b> 
Working in proximity to overhead powerlines	Hazards: Electric shock, explosion Risks: <b>Electric shock, death</b>	1	<ul style="list-style-type: none"> <li>• Check for nearby power installations in proximity to workspace, e.g., overhead power attached to building (assume all electric lines are energised).</li> <li>• Contact energy provider for requirements for working near their assets.</li> <li>• To obtain written Safety Advice where it has been identified as being required, complete and submit or return by email the applicable Safety Advice Request Form which is accessible via the electricity entity website: <a href="https://www.ergon.com.au/network/safety/business-safety/the-outdoor-workplace/working-near-powerlines">https://www.ergon.com.au/network/safety/business-safety/the-outdoor-workplace/working-near-powerlines</a></li> <li>• <b>Exclusion Zone</b> to be discussed and established before work commences.</li> <li>• No part of a worker, operating plant or vehicle should enter an exclusion zone while the overhead electric line is energised (live).</li> <li>• Establish a 3 metre <b>Exclusion Zone</b> from actual power source.</li> <li>• Spotter to be put in place with direct communication with operator.</li> <li>• Provide immediate and direct notice/warning should equipment, tools, machinery, or personnel start to breach the <b>Exclusion Zone</b>.</li> <li>• Stop the work immediately, if necessary, e.g., safety clearances compromised.</li> <li>• Locate and maintain awareness of any extension leads while trimming or cutting. E.g., mobile equipment and its attachments are not allowed to swivel underneath or into the 3 metres <b>Exclusion Zone</b>.</li> </ul>	4
Where vehicle may reach into the 3 metres <b>Exclusion Zone</b>	Hazards: Contact with electrical cable Risks: <b>Electrocution, fire</b>	1	<ul style="list-style-type: none"> <li>• Spotter to be put in place with direct communication with operator</li> <li>• Ensure the mobile equipment and its attachment (design envelope) is positioned so that it is unable to penetrate the Exclusion zone of the overhead power line. E.g., the mobile equipment and its attachment are not required during the work to swivel underneath or into the 3m Exclusion Zone.</li> <li>• The mobile vehicle and any attachment in relation to the mobile vehicle when disposing/unloading of a load is positioned so that it does not penetrate the Exclusion Zone around the overhead power line.</li> </ul>	4
Works more than 6.4m however design envelope could penetrate 3	Hazards: Contact with electrical cable Risks: <b>Electrocution,</b>	1	<ul style="list-style-type: none"> <li>• Where the works to be undertaken are more than 6.4 metres from the electrical asset, however, if the design envelope of the vehicle and attachments (Hiab, boom, tip tray, excavator arm) may still reach into the 3 metres Exclusion Zone, the use of a spotter maybe omitted where all the following apply:</li> </ul>	4



**High Risk Work Activity: 11. Electricity**

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
metre <b>Exclusion Zone</b>	<b>fire</b>		<ul style="list-style-type: none"> <li>○ The works are designed and set so that no part of the vehicle and attached equipment or its load is required to come within 6.4m of the electrical assets e.g., working forward of the power lines or the vehicle is positioned where the attachment will not enter this zone.</li> <li>○ The operator agrees to this SWMS and abides by its requirements.</li> <li>● A person is assigned responsibility to ensure compliance with the above.</li> </ul>	
Works which may penetrate the 3 metres ' <b>Exclusion Zone</b> ' around the power line	Hazards: Contact with electrical cable <b>Risks:</b> <b>Electrocution, fire</b>	1	<ul style="list-style-type: none"> <li>● Where operations cannot comply with the permit or works will require the vehicle equipment or load to penetrate the Exclusion Zone a spotter is to be engaged and contact made with the site supervisor prior to works commencing.</li> <li>● No one is permitted to work within the 3 metres <b>Exclusion Zone</b> e.g., <b>any height above the cable or 3 metres either side</b> unless they:                             <ul style="list-style-type: none"> <li>○ Are given 'permission' to work by the asset owner and permit issued.</li> <li>○ Have first done a site-specific risk assessment; and</li> <li>○ Have a trained spotter at the site.</li> </ul> </li> <li>● <b>Permits to Work near Exclusion Zones:</b> <ul style="list-style-type: none"> <li>○ A permit is issued by the relevant power authority when work may breach the Exclusion Zone.</li> <li>○ This permit will be located either on the site sign, sites meter box, toilet, or fence.</li> <li>○ The site sign will give guidance to trades as to whether a permit exists.</li> </ul> </li> <li>● Trades should review this permit &amp; abide by the limitations placed by the power authority.</li> </ul>	4
Use of spotter when required by SWMS or where works may penetrate the 3m <b>Exclusion Zone</b>	Hazards: Contact with electrical cable <b>Risks:</b> <b>Electrocution, Fire</b>	1	<ul style="list-style-type: none"> <li>● <b>Use of Spotter When Plant or Cranes are In Close Proximity to Power Lines:</b> <ul style="list-style-type: none"> <li>○ A spotter must be used when works may penetrate the 3 metres red Exclusion Zone</li> <li>○ Such works require a Permit to Work from the local Power Supply Company.</li> </ul> </li> <li>● <b>Spotters need to be:</b> <ul style="list-style-type: none"> <li>○ A competent Spotter.</li> </ul> </li> <li>● Full understanding of the machinery used, and task being undertaken.</li> </ul>	4

**11I. Electrical - Working Around Underground Services**

<b>PPE Recommended</b>				<b>Persons responsible for maintaining controls</b>			
Establish and complete	Hazards:	1	<ul style="list-style-type: none"> <li>● Do not dig unless necessary</li> <li>● All reasonable steps will be taken to obtain current underground essential services information about any of the areas requiring excavation before directing or allowing the excavation work to commence.</li> </ul>		4		



### High Risk Work Activity: 11. Electricity



Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
excavation permit	Incorrect information identified Incorrect scope of works <b>Risks:</b> <b>Damage of services</b> <b>Death or serious injury</b>		<ul style="list-style-type: none"> <li>• Contact Dial Before You Dig to request information about the infrastructure networks at the planned project site                             <ul style="list-style-type: none"> <li>○ Online via the Dial Before You Dig website <a href="http://www.1100.com.au">www.1100.com.au</a></li> <li>○ Mobile website or iPhone app</li> <li>○ By phone call 1100 (toll free, during business hours).</li> </ul> </li> <li>• Use water pressure excavation over machines or shovels</li> <li>• Never drive star pickets in without knowledge of what is below.</li> <li>• Plans to be attached to excavation permit if required.</li> <li>• Obtain all relevant services plans by calling Dial before you Dig (1100). Allow 2 working days for plans.</li> <li>• Examine Plans and assess all possible impacts on the services assets.</li> <li>• Book appointment for certified locator to meet on site.</li> <li>• <b>Examples of services to consider:</b> <ul style="list-style-type: none"> <li>○ Oil, Gas, Water, Sewage, Electrical, Stormwater, Traffic Signals &amp; Telecommunications.</li> <li>○ All existing services to be potholed and marked for future reference.</li> <li>○ Ensure all overhead services such as powerlines have been identified.</li> </ul> </li> <li>• Select the appropriate machinery to use around services.</li> </ul>	
High voltage underground cables and sub-stations	Hazards: Contact with electrical cable <b>Risks:</b> <b>Electrocution</b> <b>Fire</b>	1	<ul style="list-style-type: none"> <li>• <b>Underground High Voltage Cables &amp; Sub-Stations:</b> <ul style="list-style-type: none"> <li>○ Most 'green field' work sites will not have underground services located on them. However, some sites which are located near electrical sub-stations or 'keys' do have areas which are covered by an Exclusion Zone which restrict excavation.</li> <li>○ On any site where a sub-station or 'kiosk' is located on the block or a neighboring block determine where the power cables from the sub-station are running. This can be achieved by contacting Dial Before You Dig</li> <li>○ If excavation work is to occur within the Exclusion Zone, then a permit needs to be obtained from the relevant power authority. This permit to work needs to be communicated with the relevant trades and all trades need to review and abide by the permit prior to commencing works. To obtain written Safety Advice where it has been identified as being required, complete and submit or return by email the applicable Safety Advice Request Form which is accessible via the electricity entity website:  <a href="https://www.ergon.com.au/network/safety/business-safety/the-outdoor-workplace/working-near-powerlines">https://www.ergon.com.au/network/safety/business-safety/the-outdoor-workplace/working-near-powerlines</a></li> </ul> </li> <li>• In some cases, it may be necessary to hand dig to identify the location of the cable and/or the protective covering.</li> </ul>	4
Excavations and digging near	Hazards: Contact with electrical cable	1	<b>Trades to Inspect Site Plans Prior to the Commencement of Digging.</b>	4



## High Risk Work Activity: 11. Electricity

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
underground power	<b>Risks:</b> <b>Electrocution</b> <b>Fire</b>		<ul style="list-style-type: none"> <li>• Contact dial before you dig prior to undertaking excavation works on the nature strip and common areas of the site. Dial before you dig will only be able to identify power cables of the electrical distributor asset owner and are to be considered as a guide only.</li> <li>• Plans outlining the location of the underground power lines within residential construction site can be found in the meter box once installed.</li> <li>• Where underground power lines within a site cannot be identified the services of a cable locator will need to be engaged.</li> <li>• Prior to the commencement of any digging examine these plans &amp; determine if the intended excavation will impact these underground lines.</li> <li>• Work can occur near live power lines if the powered mobile plant is 500mm from the underground power lines. Work in closer proximity should be undertaken via hand digging around the power lines if the cabling is live.</li> <li>• The location of underground power cables also has warning tape installed mid-way between the cable and the surface. If discovered the trade should cease all operations &amp; contact is to be made with the site Supervisor.</li> </ul>	
Installing electrical conduit	Hazards: Contact with electrical cable <b>Risks:</b> <b>Electrocution</b> <b>Fire</b>	1	<ul style="list-style-type: none"> <li>• <b>Trades Installing: Electrical Conduit to Post Plan / Install Warning Tape / Ensure Cable Does Not Run Underneath the Proposed Slab.</b></li> <li>• Electrical companies engaged to install electrical conduit to new sites must post a plan showing the location of underground cabling in the meter box of the site &amp; identify distances to the underground conduit.</li> <li>• Electrical companies are also required to install warning tape at approximately mid-way between the underground conduit and ground surface.</li> <li>• It is a requirement that the cable <b>does not</b> pass underneath the proposed location of the concrete slab. If site condition prevents this from occurring, contact must be made with the Supervisor.</li> </ul>	4

## High Risk Work Activity: 12. Contaminated or Flammable Atmosphere




Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>12A. Crystalline Silica - Wet Cutting &amp; Wet Drilling</b>				
<b>PPE Recommended</b>				<b>Persons responsible for maintaining controls</b> 
Creation of crystalline silica dust through cutting, sawing, drilling, abrasion of cement type products, using wet methods	Hazards: Exposure to crystalline silica dust vapor in water Risks: <b>Inhalation of crystalline silica dust with potential of respiratory diseases</b>	1	<ul style="list-style-type: none"> <li>• No person at the workplace will be exposed to RCS at a level above the workplace exposure standard (WES). WES of RCS2 is 0.05 milligrams per cubic metre (mg/m3) averaged over an eight hour period as described on page 9 of Managing respirable crystalline silica dust exposure in construction and manufacturing of construction elements Code of Practice 2022</li> <li>• Complete a pre-work risk assessment of the expected work activities to identify hazards that may pose risks, i.e. projectiles, noise, vibration, dust contact or entanglement with cutting equipment</li> <li>• Products which are containing or suspected to contain crystalline silica dust will be used in areas away from other workers with consideration to neighbors or adjacent buildings where the public could be affected</li> <li>• All workers to be adequately trained/competent for the tasks they perform including use of respiratory protection equipment (RPE)</li> <li>• Use tool equipped with integrated water delivery system that supplies water to cutting surface/blade/grinding surface</li> <li>• Operate and maintain tool in accordance with manufacturer's instructions to minimise dust emissions</li> <li>• All plant and equipment fitted safety devices to be in working order. Servicing up to date</li> <li>• <b>Wetting technique:</b> <ul style="list-style-type: none"> <li>○ Ensure enough water is available (hose tap mains water or reservoir).</li> <li>○ Ensure equipment has been tested and tagged and the correct RCD is used, if applicable</li> <li>○ Ensure water supply to tool is turned on and operational before starting tool</li> <li>○ Ensure water supply is flowing to cutting area prior to blade making contact with material being worked on</li> <li>○ Ensure spray guards are in place before commencing work</li> <li>○ All users in vicinity will use RPE as the water vapor will contain crystalline silica.</li> <li>○ As the cutting or drilling is being conducted careful consideration will be given as to where the wet slurry runs.</li> <li>○ Ensure the slurry is captured and not put into drains</li> <li>○ Scoop up slurry and either place in buckets or bins which are to be removed from site before slurry dries into a dust, re-wetting may be required depending on the task.</li> <li>○ Rinse all equipment and tools post work to remove all silica.</li> </ul> </li> <li>• If possible, workers should change out of their work clothes at the site to prevent the spread of silica dust.</li> </ul>	4



## High Risk Work Activity: 12. Contaminated or Flammable Atmosphere

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
Designated wet cutting areas	<p>Hazards: Exposure to crystalline silica dust</p> <p>Risks: <b>Inhalation of crystalline silica dust with potential of respiratory diseases</b></p>	1	<ul style="list-style-type: none"> <li>• <b>When cutting, grinding, or drilling in large quantities:</b> <ul style="list-style-type: none"> <li>○ An area will be chosen to hold a slurry inside a pit. Depending on the volume of slurry, pits can be 500mm deep, or less, by 500mm x 500mm square.</li> <li>○ A sheet of black builders' plastic will be placed on top of pit with an x cut into the center to allow the slurry to flow into the pit.</li> <li>○ A pallet may be used on top to keep the plastic from blowing away and allow a cutting bench or area for wet cutting to occur.</li> <li>○ Once work has been completed the area can be washed down and allowed to drain into pit.</li> <li>○ If the area will be used for a concrete slab the slurry will be appropriately covered up and filled over.</li> <li>○ If this method is not suitable the slurry will be scooped into a bucket and removed from site.</li> </ul> </li> <li>• RPE will be required – P2 Respiratory at a minimum will be used, fit tested to each worker, see register for individual workers requirements.</li> <li>• Persons in the area will also be asked to leave while the work is undergone.</li> </ul>	4

### 12D. Crystalline Silica - Post Work Clean-up

PPE Recommended		Persons responsible for maintaining controls		
	 			
Cleaning areas contaminated with crystalline silica dust	<p>Hazards: Exposure to crystalline silica dust vapor in water</p> <p>Risks: <b>Inhalation of crystalline silica dust, Respiratory infection</b></p>	1	<ul style="list-style-type: none"> <li>• Where crystalline silica containing products have been used careful consideration must be given to neighbors or adjacent buildings where the public could be affected</li> <li>• <b>Cleanup using M or H Class Vacuums Technique:</b> <ul style="list-style-type: none"> <li>○ M or H Class Vacuums only will be used</li> <li>○ Hepa Bags will be used to allow for ease of emptying vacuums</li> <li>○ Continual maintenance and cleaning of M or H Class vacuums will occur on each bag change as per manufacturers recommendations/specifications</li> </ul> </li> <li>• Where small use of dust pans and brushes are used PPE respirators will always be worn, extra care will be taken as to not stir up dust</li> </ul>	4
Clean up of exposed crystalline silica dust	<p>Hazards: Exposure to crystalline silica dust</p>	1	<ul style="list-style-type: none"> <li>• End of shift clean-up requires careful consideration as to the method used</li> <li>• Sweeping or use of dust blowers will be strictly prohibited as the ability to contain the silica dust is impractical</li> <li>• When M or H Class vacuums are used, PPE respirators are required. Cleaning vacuums with water and sponge also require use of PPE respirator.</li> </ul>	4



## High Risk Work Activity: 12. Contaminated or Flammable Atmosphere

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
	<p><b>Risks:</b>  <b>Inhalation of crystalline silica dust, Respiratory infection</b></p>		<ul style="list-style-type: none"> <li>• Tipping vacuum waste directly into bins is strictly prohibited. For this reason, Hepa bags will be chosen to aid in the cleanup process</li> <li>• Persons in the area will also be asked to leave while the work is undertaken</li> <li>• If a wetting down method is used to control crystalline silica dust, then the slurry will be removed before it dries. While slurry is still wet scoop it into a bucket and seal bucket</li> <li>• Used filters will be vacuumed out with new clean ones. Once filters have been vacuumed and have no damage, they may be safely stored for use next time</li> </ul>	

**High Risk Work Activity: 15. Mobile Plant**

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
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**15BA. Mobile Plant - Driving Work Vehicles Onsite**

<b>PPE Recommended</b>		<b>Persons responsible for maintaining controls</b>	
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Mobile Plant and Vehicles	<p>Hazards: Traffic</p> <p>Risks: <b>Uncontrolled contact between vehicles and people</b></p>	<b>1</b>	<ul style="list-style-type: none"> <li>• Driver to be aware of site instructions and any specific hazards/risks that may be relevant</li> <li>• Flashing lights are always used on mobile plant.</li> <li>• Adherence to site safety plan, exclusion zones, communication, consultation.</li> <li>• Follow the site safety plan relating to traffic control safety</li> <li>• Do not work within 3m of live traffic unless:                             <ul style="list-style-type: none"> <li>○ A Traffic Management Plan is in place</li> <li>○ A Traffic Control system is in place – under the direction of ticketed traffic controllers</li> <li>○ There is a safety barrier in place (such as concrete new jersey curbs), water filled Triton barriers and or a shadow vehicle</li> </ul> </li> <li>• Increase awareness of pedestrians if works are adjacent to the existing footpath</li> <li>• All pedestrians to be diverted around work area.</li> </ul>	<b>5</b>
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Mobilize and demobilize to site	<p>Hazards: Obstruction Unauthorised access</p> <p>Risks: <b>Crush death Inadequate PPE Crushing</b></p>	<b>2</b>	<ul style="list-style-type: none"> <li>• Remove obstructions or reposition equipment</li> <li>• Do not continue if you cannot confirm the stability of the machinery</li> <li>• Only those authorised may access site</li> <li>• Ensure work area is barricaded and signed to allow adequate exclusion zones. Depending on the height 45 degree from the top point down to the ground or 3m from edge of machine, whichever is greater</li> <li>• High visibility clothing to be always worn</li> </ul>	<b>4</b>
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**15BB. Working Near Onsite Mobile Plant**

<b>PPE Recommended</b>		<b>Persons responsible for maintaining controls</b>	
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Working near onsite mobile	<p>Hazards: Road traffic</p> <p>Risks:</p>	<b>2</b>	<ul style="list-style-type: none"> <li>• When establishing work areas consider mobile plant onsite has right of way.</li> <li>• All personnel to have undergone site specific familiarisation.</li> <li>• Erect any barriers &amp; signage necessary to keep others safe and aware of the work being undertaken.</li> </ul>	<b>5</b>
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## High Risk Work Activity: 15. Mobile Plant

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
plant. (Under or beside.)	<b>Contact between persons and vehicles</b>		<ul style="list-style-type: none"> <li>• Designated pedestrian routes to be established where required.</li> <li>• Personnel not to enter the swing zone of equipment without positive communications with operator.</li> <li>• Restrict access to work area. Ensure:                             <ul style="list-style-type: none"> <li>○ Exclusion zones surrounding work area using barricades and signage is in place</li> <li>○ Any other workers within the exclusion zones are wearing PPE as required</li> <li>○ Communicate with onsite mobile plant operators to get an understanding of their tasks and areas they need to access as well as times they operate. Work in with onsite operators and ensure tools, equipment and work doesn't unnecessarily block their work areas or travel paths.</li> </ul> </li> <li>• When new workers come to site ensure they understand the movements of onsite mobile plant as it may not be consistent and start up without notice.</li> <li>• Mobile phones or personal entertainment devices (PEDS) are not to be used while working around mobile plant. If necessary to use such a device, move to a safe area.</li> <li>• <b>Never work under a load being lifted by any type of crane.</b></li> </ul>	

## 15R. High Pressure - Water Jet

PPE Recommended				Persons responsible for maintaining controls		
Setting up work area near electrical equipment	Hazards: Contact with electricity Risks: <b>Electrical shock, death</b>	1	<ul style="list-style-type: none"> <li>• All Workers are competent or under direct supervision of a supervisor with experience in using the specific water blaster</li> <li>• Any electrical equipment in the immediate area of the operation that presents a potential hazard and is not required during the job, must be de-energised, shielded, removed, or otherwise made safe</li> <li>• All equipment should be checked daily by users for any damage or corrosion in accordance with the manufacturer's instructions</li> <li>• <b>Electric Powered Units:</b> <ul style="list-style-type: none"> <li>○ All power water jet cleaner and leads are tested and tagged and are current.</li> <li>○ Safety switches (RCD's) are provided.</li> <li>○ Keep power leads up off the ground and out of the way.</li> </ul> </li> <li>• Ensure equipment hoses and leads are not placed in areas where they may be run over, damaged or exposed to water.</li> </ul>		5	

## High Risk Work Activity: 15. Mobile Plant

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
Use of water blaster	<p>Hazards: Hit by water /objects under pressure</p> <p>Risks: <b>Lacerations, eye injuries</b></p>	1	<ul style="list-style-type: none"> <li>All equipment and machines near work area should be protected or shielded from water and/or being hit by flying debris</li> <li>Remove all objects such as rocks, broken glass, nails, wire, debris, toys, or anything that may become a hazard during water jet cleaner operation</li> <li>Don't point the jetting gun at anyone at any time</li> <li>Don't leave the unit running unattended</li> <li>Restrain the hose to restrict the movement in the event of a hose end failure</li> <li>Nozzles checked and cleared of debris that could cause obstructions</li> <li>Attachments fitted as per the manufacturer's recommendations</li> <li>Don't change the jetting nozzle while the unit is running</li> <li>Maintain control of the jetting gun</li> <li>High pressure Water Jet Cleaners should not be directly aimed at electrical wiring, switches, relays, alternators, starter motors, bearing seals, window rubbers or vulnerable components that water might affect.</li> </ul>	4
Movement of water blaster	<p>Hazards: Hit by water / objects under pressure</p> <p>Risks: <b>Lacerations, eye injuries</b></p>	1	<ul style="list-style-type: none"> <li>Always push the water jet cleaner when moving it</li> <li>Water jet cleaner to have triggers that can lock into place for use over longer periods (more than 30 seconds at a time)</li> <li>Handles on water jet cleaner should be cylindrical and approx. 4cm in diameter</li> <li>Operator's wrist to remain straight when operating water blaster</li> <li>Operator to ensure grip on machine is comfortable</li> <li>Ensure there are no sharp edges on machine</li> <li>Grip length approx. 12cm</li> <li>Avoid repetitive tasks. Ensure job rotation and sufficient breaks</li> <li>Do not overreach or work in awkward or static postures for more than 30 minutes at a time or 2 hours over entire shift</li> <li>Don't use on a ladder</li> </ul>	4

### 15S. High Pressure - Vac Truck with a Lance

PPE Recommended



Persons responsible for maintaining controls





## High Risk Work Activity: 15. Mobile Plant

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
Operating a Vac Truck with a lance to excavate earth	<p>Hazards: Stored Energy: High pressure water jet, splash back in rocky soil, High pressure suction line: kick back, manual handling Excavation / hole: saturated soil, unstable ground</p> <p><b>Risks: Physical Injury, burns, strains, sprains, slips, trips, falls, property damage</b></p>	1	<ul style="list-style-type: none"> <li>• Operator to be trained and competent in equipment operation, testing and inspection</li> <li>• Do not remove guards during operations</li> <li>• Prestart checks to be carried out daily. Refer to manufacturer’s operator and maintenance manual</li> <li>• Site risk assessment to be conducted prior to the commencement of work:               <ul style="list-style-type: none"> <li>○ Operator to familiarise themselves with the work location</li> <li>○ Verify that equipment selection is appropriate for task</li> <li>○ Determine type of material is being vacuumed and the potential hazards (flammable, toxic, corrosive) associated</li> </ul> </li> <li>• Exclusion Zone to be established during operations</li> <li>• Ensure the machine is set up on stable level ground</li> <li>• Ensure wheels are chocked and emergency brake in place prior to performing vacuum operations</li> <li>• Isolate plant prior to climbing onto upper platform/top of the tanks and guardrail must be in place to prevent falls from heights</li> <li>• Face shield to be used during vacuum excavation</li> <li>• Nozzle is to be nonconductive (neoprene rubber or equivalent) vacuum (suction) hose</li> <li>• Continually adjust lance angle to avoid excessive splash back</li> <li>• Never aim lance at another person or yourself</li> <li>• Never use high pressure lance to wash down persons</li> <li>• Do not put your hand over the spray tip</li> <li>• Do not stop or deflect leaks with your hand, body or a rag</li> <li>• Always point nozzle at the ground prior to activating</li> <li>• Confirm pressure settings to avoid damage to coating of pipes and other services</li> <li>• Allow the water pressure to dig the hole – DO NOT apply excessive force to push spear into ground</li> <li>• Keep body clear of vacuum hose – DO NOT place hand over end to clear blockages</li> <li>• Turn off suction before attempting to clear blockages</li> <li>• Engage correct manual handling techniques when moving equipment</li> <li>• Position body to allow for unexpected movement</li> </ul>	5



## High Risk Work Activity: 15. Mobile Plant

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
			<ul style="list-style-type: none"> <li>• Stand on level ground where possible and remove any obstacles that could create trip hazards</li> <li>• Maintain good housekeeping standards</li> <li>• Monitor edge of excavation – water may have changed ground integrity / stability, watch for surface cracking around edges of hole</li> <li>• Avoid contact with the vacuum pump during or immediately after operation</li> <li>• Establish exclusion zone to ensure all persons stand clear when disposing of materials</li> </ul>	

## Site Risk Assessments – Listed Alphabetically by Non-High-Risk Activities



Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>Manual Handling</b>				
<b>PPE Recommended</b>				<b>Persons responsible for maintaining controls</b>
				
Manual Handling	Hazards: Locations of the loads and distances to be moved  Risks: <b>Musculoskeletal strain, Fatigue</b>	3	<ul style="list-style-type: none"> <li>Use mechanical handling equipment where possible</li> <li>Correct lifting technics learnt in their construction induction will be used whenever a lift is required</li> <li><b>Preparation:</b> The first step in any lifting operation is preparation. Plan how you will carry out the lift and clear away any obstacles. By visualising the lift, you will automatically make your stomach muscles contract. These muscles brace your back and will significantly contribute to injury prevention</li> <li><b>Size up to load:</b> By moving the load sideways and forwards you will be able to ascertain whether it is within your capacity. Always imagine that the object you are about to lift is much heavier than it is</li> <li><b>Proper foot position:</b> As a general rule the front foot should be beside the object. The back foot should be slightly behind and be hip width from the front foot. This achieves a stable base and allows for even distribution of weight</li> <li><b>Proper hold:</b> Ideally with the proper hold the hands should be diagonally opposite for security and comfort. Use the full length of the fingers and where possible the palms to avoid fatigue</li> <li><b>Bend at the knees:</b> Bend your knees to get down to the load and use the legs to lift it. This way thigh and leg muscles are used, and these are the strongest part of your body (your back muscles are only for bracing)</li> <li><b>Straight back:</b> Keep your back as near to straight as possible, raise your head, keeping your chin in. This will keep your spine straight and enable you to see where you are going</li> <li><b>Keep the load close to you:</b> During the lift, keep the arms as straight as possible, and the elbows into the side. Don't change your grip while carrying and directly face the spot on which the load will rest. Never combine lifting with the twisting of your body. If you must turn, do it by moving your feet. Twisting causes the worst type of back injuries</li> <li><b>When a team lift is required, good communication will be used to co-ordinate the lift:</b> Whenever team lifting is used, it is essential to co-ordinate and carefully plan the lift. When organising a lift, ensure:                             <ul style="list-style-type: none"> <li>An adequate number of employees are chosen to help in the lift.</li> <li>Team members are of similar height.</li> <li>One person is appointed "leader" of the team to perform the lift.</li> <li>There is enough area for the team members to maneuver as a group.</li> <li>Team members know their roles and responsibilities.</li> <li>Training in team lifting has been provided and the lift is rehearsed.</li> </ul> </li> </ul>	5

## Site Risk Assessments – Listed Alphabetically by Non-High-Risk Activities

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>Working in Hot/ Humid Environments (Excess 30°or +60% Humidity)</b>				
<b>PPE Recommended</b>			<b>Persons responsible for maintaining controls</b>	
Working in excessively hot environments or during a heat wave (i.e., working on open fields, concrete structures, etc.	Hazards: Heat and high humidity on the body, Radiant heat, High humidity, Hot objects, or Strenuous physical activity <b>Risks:</b> <b>Heat stress,</b> <b>Dehydration,</b> <b>Headaches,</b> <b>Nausea</b>	2	<ul style="list-style-type: none"> <li>• Extended working hours, excessive heat and more strenuous activities will be carefully monitored</li> <li>• Have in place emergency procedures for heat stress</li> <li>• Supervisors to consider:                             <ul style="list-style-type: none"> <li>○ Length of shifts - depends on physical and mental load of the work</li> <li>○ Previous hours and days worked</li> <li>○ Type of work being performed</li> <li>○ Level of physical and/or mental effort required to complete tasks</li> <li>○ Time of the day when the work is being performed.</li> <li>○ Rotating workers</li> </ul> </li> <li>• Supervisors to implement, as far as is reasonably practicable:                             <ul style="list-style-type: none"> <li>○ Increased supervision/monitoring of workers and regular communication with them</li> <li>○ Work to be carried out under shade/portable shade structure</li> <li>○ Increased work to rest ratio i.e., 1 hour work to 15 minutes, minimum, rest period</li> <li>○ Buddy system where workers keep an eye on each other for signs of heat effects</li> <li>○ Where possible schedule work for early morning, late afternoon or at night</li> <li>○ Utilize 5 min hydration breaks away from sun and work                                     <ul style="list-style-type: none"> <li>▪ Hydration Stop: Is a controlled break facilitated by the supervisor or safety rep to bring the work crew together and re-hydrate, (water, sqwincher or hydrolytes.) will be used. This is not a normal break as the sole purpose of this is to re-hydrate</li> </ul> </li> </ul> </li> <li>• Shaded or cool area(s) for rest breaks with good ventilation - use fans if needed</li> </ul>	4
Hot/ Humid environments - Emergency Response Procedures	Hazards: Unidentified heat stress or exhausted worker <b>Risks:</b> <b>Dehydration,</b> <b>Collapse,</b>	1	<ul style="list-style-type: none"> <li>• Workers will:                             <ul style="list-style-type: none"> <li>○ Look after each other and ensure that there is drinking water, co-workers are taking breaks and not showing signs of heat stress</li> <li>○ Ensure they have plenty of cool water to drink - not icy water</li> <li>○ Use electrolyte icy blocks if not contra indicated</li> <li>○ Take regular rest breaks in shade</li> </ul> </li> <li>• If a worker shows symptoms:                             <ul style="list-style-type: none"> <li>○ Remove the worker from the heat or work area</li> </ul> </li> </ul>	4



## Site Risk Assessments – Listed Alphabetically by Non-High-Risk Activities

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>End of Shift</b>				
<b>PPE Recommended</b>				<b>Persons responsible for maintaining controls</b>  Worker
Clean up and re-packing.	Hazards: Loading vehicle Risks: <b>Muscular strains</b>	<b>3</b>	<ul style="list-style-type: none"> <li>When cleaning up and repacking good manual handling techniques will be used, e.g., such as bending the knees and not the back, team lifts where possible and avoid carrying very heavy items.</li> </ul>	<b>5</b>
Leaving Site	Hazards: Environmental Risks: <b>Environmental damage</b>	<b>4</b>	<ul style="list-style-type: none"> <li>When leaving site, make sure to take away any of the left-over materials</li> <li>When cleaning ensure that all environmentally sensitive products are disposed of correctly</li> <li>Any leftover hazardous substances will be taken off site and disposed at the correct facility.</li> </ul>	<b>5</b>

## Site Risk Assessments – Additional Tasks or Activities to be Added

Activity	Hazards & Risks	PRE-Risk	Work Method Used	POST Risk
<b>Additional Tasks to Add to Job</b>				
Task 1:	Hazards:  Risks:	<b>0-6</b>	What did you do to make it safe?	<b>4-6</b>
Task 2:	Hazards:  Risks:	<b>0-6</b>	What did you do to make it safe?	<b>4-6</b>
Task 3:	Hazards:  Risks:	<b>0-6</b>	What did you do to make it safe?	<b>4-6</b>