

<b>All Kerbs &amp; Concrete Pty Ltd</b>					
<b>Address: 9 Cove Avenue Bundabah NSW 2324</b>		<b>ABN:18 163 457 047</b>		<b>Phone: 0488 493 427</b>	
<b>SAFE WORK METHOD STATEMENT HSF531.A KERB LAYING (WITH TRUCK)</b>					
<b>Created by:</b> Mark Howe				<b>Date:</b> 13/01/2020	
<b>Reviewed by:</b> Mark Howe, Shane Wells				<b>Date:</b> 04/02/2020	
<b>Signed by Senior Management Company Representative:</b>				<b>Signed:</b>	
<b>Manager on Site:</b>				<b>Signed:</b>	
<b>Principal Contractor:</b>		<b>Project:</b>		<b>Date:</b>	
<b>Safety Legislation / Code(s) Of Practice, Australian Standards applicable to the works:</b>					
Work Health and Safety Act 2011, Work Health & Safety Regulation 2017, AS 2876-2000 Concrete kerbs and channels (gutters), Construction Work Code of Practice July 2015, Hazardous Manual Task Code of Practice, Code of Practice Excavation July 2015, Managing the Risk of Plant in the Workplace Code of Practice.					
<b>Associated Documents:</b>					
HSF531 SWP Kerb Laying					
<b>High Risk Construction Work on Project:</b>					
Risk of a person falling more than 2 metres		Tilt up or precast concrete elements		Use of explosives	Demolition of lead-bearing structure
Likely to involve disturbing asbestos		Work in areas with artificial extremes of temperature		Work on or near energized electrical installations or services	Work in or near a confined space
Work in or near a shaft or tunnel deeper than 1.5m or a tunnel		Work on a telecommunication tower		Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	Work on or near pressurized gas mains or piping
Work on or near chemical, fuel or refrigerant lines		Temporary load-bearing support for structural alterations or repairs		Work in or near water or other liquid that involves a risk of drowning	Work in an area that may have a contaminated or flammable atmosphere
Work in an area with movement of powered mobile plant	✓	Diving work			

Potential environmental Impacts:		Safety Equipment Required:		Permits Required:		Personal Protective Equipment Required:	
Air (dust, odour, fumes)		Fire Extinguishers	✔	Hot Work		Hard Hat	
Noise		Lighting		Excavation		High Visibility Clothing	✔
Spills		Ladder/Mobile Scaffold		Confined Space		Steel Capped Boots	✔
Soil Erosion		Ventilation		Tag Out/Lock Out		Face Shield/Welding Shield	
Flora		Barricades		Formwork Stripping		Safety Glasses	✔
Waste	✔	Traffic Control	✔	Fall Arrest /Protection Systems		Gloves	✔
Traffic/Community	✔	Welding Screens		Scaffolds		Hearing protection	✔
Fauna		Dust Extraction		Other:		Fall Protection harness	
Vibration		Emergency Response	✔			Sun Protection	✔
Contamination		Site Perimeter Fencing				Other:	
Plant and Equipment required for the activity/work:							
Tray truck with S/L crane							
Kerb extruder machine(s)							

Step	Job Step	Potential Hazards & Risks	Controls	Person Responsible
1	Induction	Accident through unfamiliarity with job and/or site-specific risks.	All onsite staff to have provided evidence of White Card WHS training, to have completed site induction/s and been instructed in this SWMS	
2	Travel to job site	Machinery failure	Daily inspection procedures to be carried out and sheet completed. Any faults to be reported immediately to supervisor. Machine not to be used until repaired.	
	Driving to/on site	Vehicular accident	All drivers to be licensed. Drug and alcohol policy implemented.	
3	Arrival at site and set up	Traffic; vehicles/machinery on site	Principal contractor to provide traffic control to guide/direct vehicles if needed; provision to men of high visibility vests and shirts: site induction including risk assessment and familiarisation of site if necessary. 20km/h on site, chock vehicle when parked. Flashing light required on site.	
	Fuelling kerb machine	Spilling/fire Environmental runoff	Use suitable funnel. Smoking banned in area. Easy access to fire extinguisher & environmental protection granules. Extinguisher to be checked monthly. Workers educated in correct use of extinguishers. All spills to be cleaned up immediately. Spill kit in truck. Report to main contractor. <b>Refer to PETROLSDS.</b>	
	Prestart inspection of kerb machine and E stop	Machine fire Potential for hands/feet to be jammed in hopper/crushing	Start kerb machine and manually check E stop. Easy access to fire extinguisher. Extinguisher to be checked monthly. Workers educated in correct use of extinguishers. Keep hands clear of hopper.	

Step	Job Step	Potential Hazards & Risks	Controls	Person Responsible
4	Pouring of concrete down truck chute into hopper	Potential for hands/feet to be jammed in hopper/crushing	Keep hands away from hopper – use shovel. <a href="#">Inexperienced workers to be fully supervised whilst being trained.</a> NEVER stand on machine whilst it is running.	
	Directing concrete truck onto machine	Crushing	Always remain in view of driver. Do not stand between machine and truck. Always move chute away from machine and lock chute before moving truck.	
	Shovelling of concrete. Lifting	Back injuries	<a href="#">Proper instruction in technique, including appropriate explanation manual handling procedures.</a> Use team lift or mechanical lift (crane)	
	Handling concrete	Skin irritation/ reaction	All personnel supplied with appropriate protective gloves. First aid kit available in trucks. <a href="#">Correct supervision and training for inexperienced workers.</a> Avoid contact by using shovels/trowels. Wash immediately if contact occurs.	
	Handling coloured oxide and sealer	Skin, eye and/or lung irritation	All personnel supplied with appropriate protective coverings (e.g. gloves, masks, eyewear). First aid kit stocked with eyewash. Workers to be aware of correct procedural application.	
	Exposure to weather	Sunburn: dehydration: eye damage	Provision of sunscreen, eye protection, hats and SPF approved protective clothing. <a href="#">Workers to be educated in the results of UV exposure.</a> Fresh clean drinking water to be provided at all work sites. Appropriate clothing and PPE to be worn at all times.	
	Dropping of objects e.g. pegging hammer	Potential injury to feet	Provision of fully approved safety footwear for personnel	
	Exposure to noise	Hearing damage	Provision of ear plugs. Limit exposure time.	
	Clean up	Slip trip and fall hazards. <a href="#">Environmental runoff</a>	All to ensure that working area is maintained free of potential trip hazards and site is left clean. <a href="#">All tools to be brushed clean, not washed, thus avoiding cement water runoff.</a>	

Step	Job Step	Potential Hazards & Risks	Controls	Person Responsible
5	Lifting lintels onto pit	Failure of lifting devices	Only use appropriately rated lifting devices. Follow excavators/cranes load chart.	
		Excavation/pit collapse	Ensure body parts kept clear of kerb machine at all times. Reinforce pit cover. Pits over 1.5m deep to be benched. Safe access/egress hard barricade to be used.	
		Person being struck by bucket	Always let operator know where you intend to go when moving around excavator. Only 1 person to give instructions to operator when moving loads. Maintain safe working distance from excavator.	

Qualifications and experience required to complete the task (All persons listed over):	Personnel, Duties and Responsibilities (Supervisory staff and others):	Training Required to complete work (All persons listed over):
Construction White Card Drivers Licence	Supervisors to carry out daily inspections of work site for hazards and of the equipment for malfunctions/ damage. All personnel to maintain a tidy work site.	Supervisor to be trained in hazard identification, risk assessment and control. Training in the appropriate use of equipment used. All Kerbs & Concrete WHS Induction Principal Contractor Site Induction

**This SWMS has been developed in consultation with all persons involved:**

Surname	Given Name	Signature	Role	Date

**This SWMS has been read, understood, accepted and signed below by all persons involved:**

Surname	Given Name	Signature	Role	Date