



SAFE WORK METHOD STATEMENT No. 1 Rev (a)


CONCRETE DELIVERY TO ALL SITES

DEVELOPED BY:	Sharon Mulready – Senior HSE Advisor
HAZARDOUS SUBSTANCES USED:	Product Name – Premixed Concrete <i>(MSDS on file)</i>
PERSONNEL DETAILS:	Truck Drivers
QUALIFICATIONS:	Valid HR Drivers Licence (MR for Minis)
EQUIPMENT DETAILS:	Mobile Plant - Concrete Truck

PPE	<ul style="list-style-type: none"> • Hi-visibility Concrete Uniform • Hardhat <i>(with detachable broad brim and neck flap)</i> • Steel Cap Safety Footwear • Safety glasses • Gloves • Hearing protection • Sunscreen 	TRAINING REQUIRED	<ul style="list-style-type: none"> • Concrete induction • Transport Industry accredited Blue Card training • Manual Handling Techniques & 3 points of contact • Formalised on the job training <i>(incl. competency assessment following initial training)</i>
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ACTIVITY / PPE	POTENTIAL HAZARDS	RISK	CONTROL MEASURES	Person/s Responsible
Arrive on site	<ul style="list-style-type: none"> • Unknown site conditions • Traffic / Pedestrian / Other collision • Collision/contact with overhead power lines • Inadequate lighting if at night 	Med 24	<ul style="list-style-type: none"> • Adhere to all signage displayed on site • Check signage for site PPE requirements and other instructions. • Follow site traffic management plan • Watch for slippery, uneven, sloping or unstable ground. • Check if you can see the driveway / entry point is clear, consider if traffic control is required. • Check clearance to power lines – ensuring a minimum of 3 metres clearance. On sites where other plant is in operation (eg concrete pump) check location and set up of plant to ensure adequate clearance is available prior to moving into discharge position • Check for adequate lighting 	Driver
Manoeuvre into discharge position	<ul style="list-style-type: none"> • Rollover/accident due to slippery, uneven, sloping or unstable ground, narrow bridge • Traffic/Pedestrian/Other collision • Collision with Spotter • Truck may roll if brake not applied 	Med 16	<ul style="list-style-type: none"> • Make assessment of access conditions. Always wear seat belts except when reversing slowly in confined areas on even stable ground. • Check for power lines, pedestrians, other vehicles, pits and trenches, rubbish, sharp objects and other hazards. • Spotter to stand in plain view of driver – never behind truck – the driver is never to move if you cannot see everyone is fully clear of the vehicle. • Apply parking brakes and ensure the transmission is not left in gear before leaving cabin. 	Driver

If a hazard or problem exists call Central Dispatch (Sydney - 95 42 42 42) immediately for assistance

ACTIVITY / PPE	POTENTIAL HAZARDS	RISK	CONTROL MEASURES	Person/s Responsible
<p>Discharge</p>  High Vis uniforms to be worn at all times. Sunscreen and wide brim on hard hat as required.	<ul style="list-style-type: none"> Slipping getting out of truck Slip/Trip/Fall getting to discharge area Slip on pump due to oily/greasy surfaces Slip on pump due to improper use of platforms Splashed with concrete due to blowback/pipe or coupling burst Long term hearing loss Injury from static line “jumping” Fall injury from ladder Slip when cleaning A-frame and chutes Sun Burn and Heat Stress 	<p>Med 24</p>	<ul style="list-style-type: none"> Use the 3 points of contact rule at all times – wear appropriate (steel capped) safety footwear in good condition. NEVER jump. Watch for rubbish, building materials Avoid straddling between your truck and any other object. Do not stand between two trucks on a pump unless there is 600mm of access – unload from other side. Do not stand between hopper and pump, make sure you know location of emergency stop. Never stand on primary chute, never straddle between truck and any other object. Pump to have grate on hopper, chain on slurry cap, safety pins in couplings. Never stand on hopper grate or elbow, do not walk or stand close to pump lines PPE – Hearing protection to be worn when on pumps or in noisy areas. Steel Toe Capped Boots, Gloves, Hard Hat and Eye Protection to be worn on site at all times Wear uniform (Hi-vis) at all times – Long Sleeves & Long Pants; cover exposed skin with sunscreen, wear hats as appropriate. Stay hydrated 	<p>Driver/Pump Operator</p>
<p>Washing Down</p>	<ul style="list-style-type: none"> Environmental hazard – inappropriate waste disposal 	<p>Low 8</p>	<ul style="list-style-type: none"> Only wash out in designated area and secure chute before leaving site 	<p>Driver</p>
<p>Leaving Site</p>	<ul style="list-style-type: none"> Traffic/Pedestrian/Other collision Collision with overhead power lines Injury due to vehicle accident 	<p>Low 12</p>	<ul style="list-style-type: none"> Check if you can see the driveway / entry point is clear Follow site traffic management plan Check if traffic control is required Driver to wear seat belt as per Concrete policy Adhere to all signage as displayed 	<p>Driver/ Site Traffic Controller</p>

Consequences**Details**

Insignificant (1)	No Injuries or illness
Minor (2)	No temporary impairment, able to resume duties immediately
Moderate (3)	Temporary Impairment, unable to resume normal duties immediately
Major (4)	Permanent Impairment and/or disability
Catastrophic (5)	Fatality

Likelihood**Examples**

Almost Certain (A)	Is expected to occur in most circumstances
Likely (B)	Will probably occur in most circumstances
Possible (C)	Might occur at some time
Unlikely (D)	Could occur at some time
Practically Impossible (E)	May occur only in exceptional circumstances

CONCRITE RISK MATRIX

Consequences Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (A)	MEDIUM 20	HIGH 40	HIGH 60	EXTREME 80	EXTREME 100
Likely (B)	MEDIUM 16	MEDIUM 32	HIGH 48	HIGH 64	EXTREME 80
Moderate (C)	LOW 12	MEDIUM 24	HIGH 36	HIGH 48	HIGH 60
Unlikely (D)	LOW 8	MEDIUM 16	MEDIUM 24	MEDIUM 32	HIGH 40
Rare (E)	LOW 4	LOW 8	LOW 12	MEDIUM 16	MEDIUM 20

Work to be monitored by Site Supervisor.

SWMS will be reviewed and updated as required.

This SWMS has been developed through consultation and the following parties have reviewed this version and agree to work within the specified criteria:

PRINT NAME	SIGNATURE	DATE

Document Prepared By:

PRINT NAME	SIGNATURE	DATE

Reference Material:

Workplace Health & Safety Act 2011

Workplace Health & Safety Regulation 2011

AS1379 (2007) - Specification and Supply of Concrete

AS/NZS 4602 (1999) – Hi-visibility Safety Garments

AS/NZS 2210.3 (2000) – Occupational Protective Footwear

AS/NZS 1801 (1997) Occupational Protective Helmets

AS/NZS 1337 (2002) Eye Protectors for Industrial Applications

WorkCover NSW Code of Practice – Noise Management & Protection of Hearing at Work