

ORGANISATION DETAILS

Organisation Name:	Gedoun Constructions Pty Ltd	Contact Name:	Joe Gedoun
ACN/ABN:	52 284 873 581	Contact Position:	Director
Address:	PO Box 1138, Townsville QLD 4810	Contact Phone Number:	0412 968 974

PROJECT DETAILS

Project:	Gedoun Construction Sites	Project Address:	Gedoun Construction Sites
Project No:		This WMS has been developed in consultation with:	Joe Gedoun
Activity:	Unloading/Loading Machinery form Truck		Reviewed by:
		Position:	Contract Administrator
Training/Instructions to be provided:	<input checked="" type="checkbox"/> Site Induction Training <input checked="" type="checkbox"/> OHS Induction Card Training <input checked="" type="checkbox"/> Manual Handling Training	<input checked="" type="checkbox"/> Task Specific Training, Manual Handling Training <input checked="" type="checkbox"/> Training Specified in any MSDS <input checked="" type="checkbox"/> Other (Specify):	
Resources/Trades Involved:	Operator	Engineering Details/Certificates/EPA/QLD Work Place Health & Safety Approvals:	
Plant/Equipment Used:		Warning Signs and Controls Measures:	As per Displayed Signage
		Details of Emergency Procedures:	As per Site Safety Plan
Personal Protective Equipment (PPE) to be used:	High Visibility Clothing and Safety Footwear (Steel Capped Boots) are to be worn by ALL worksites. Fire retardant material long sleeve shirt, trousers, safety helmet, safety glasses, rescue kit, low voltage insulating gloves. Task specific gloves.	Safety Data Sheets Required:	NIL

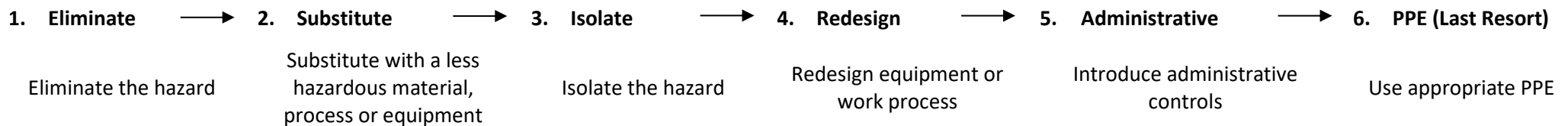
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Occupational Health Safety or Environmental Legislation:	<ul style="list-style-type: none"> • Queensland Acts & Regulations • Workplace Health & Safety Act 2011, Workplace Health & Safety Regulations 2011 • Electrical Safety Act 2015, Electrical Safety Regulations 2013 • Building and Construction Industry Improvement Acts 2005 	Codes and/or Standards Applicable to the Works:	<p>Building Code of Australia 2010 Queensland & National Codes of Practice:</p> <ul style="list-style-type: none"> • Building and Construction 2000 Updated 2011 • Noise 2004 • Scaffold 2009 • Electrical 2013 • Manual Tasks 2010 • Plant 2013 • First Aid 2015 • Hazardous Substances 2011 • Prevention of Falls in Housing Construction 2012 • Construction Work 2013 • Building Code of Australia 2015 • Hazardous Substance Code of Practice 2003 <p>National Standards:</p> <ul style="list-style-type: none"> • Risk Management AS/NZS15031000:2009 • National Standard for Construction Work NOSHC:1016 (2005) • National Standard for Manual Tasks 2007

JOB STEP	POTENTIAL HAZARDS	CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
			L	C	R	
UNLOADING MACHINERY ONTO TRUCK						
Select appropriate parking area for Truck	<ul style="list-style-type: none"> - Parking on a slope, in an area that does not give good visibility for driver, or too close to overhead electrical wires 	<ul style="list-style-type: none"> - Select a parking area that is reasonably flat and level that will ensure good visibility can be maintained during unloading/loading of Equipment - Examine area to ensure no operation within 6m of overhead electrical lines - (Consider cable sag, swing of the load and effects of the wind.) APPLY PARK BRAKE & ENSURE TRUCKS IS IN GEAR WITH WHEELS FACING TOWARDS CURB. (See SOP 11,12,14) 	2	3	6	Equipment Operator
Ensure all pedestrians are a safe distance from machinery	<ul style="list-style-type: none"> - Pedestrians being hit by machinery movement 	<ul style="list-style-type: none"> - Ensure separation between pedestrians and machinery movement area before and during machinery operation. (Refer WMS02) 	2	3	6	Equipment Operator
Lift Trucks Tray: 300 - 500mm	<ul style="list-style-type: none"> - Pedestrians being hit by machinery movement 	<ul style="list-style-type: none"> - Ensure separation between pedestrians and machinery movement area before and during machinery operation 	2	3	6	Equipment Operator
Unclip trucks Tailgate and unchain/unstrap machinery	<ul style="list-style-type: none"> - Operator being hit by tailgate or being injured during unchaining/unstrapping Machinery 	<ul style="list-style-type: none"> - Operator to wear standard PPE and pay attention during this task to ensure minimization of risk 	3	3	9	Equipment Operator
Slide ramps down into position and lock into place. Ensure ramps are set up properly for unloading	<ul style="list-style-type: none"> - Injury caused by improper manual handling 	<ul style="list-style-type: none"> - Refer to SOP5-Manula handling for correct handling procedures. Wear PPE correctly 	2	1	2	Equipment Operator
Use personnel ladder to access Trucks Tray/bed, start Machinery, raise boom/blade/bucket and drive down ramps using caution	<ul style="list-style-type: none"> - Machinery safety – machine falls from ramps during unloading 	<ul style="list-style-type: none"> - Operator to only use the Personnel ladder for access to/from Trucks Tray/Bed. Ensure ramps are on a solid base before use - Use base plate on ramps if ground does not provide a secure base for unloading - Ensure ramps are properly aligned with 	2	1	2	Equipment Operator

JOB STEP	POTENTIAL HAZARDS	CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
			L	C	R	
		wheelbase of Machinery. DO NOT attempt to realign machinery with ramps while on ramps (Refer SOP11)				
LOADING MACHINERY ONTO TRUCK						
Ensure all pedestrians are a safe distance from machinery	- People being hit by machinery movement	- Ensure separation between pedestrians and machinery movement area before and during machinery operation. (Refer WMS02)	2	3	6	Equipment Operator
Reinstall Loading Ramps if necessary. Ensure ramps are set up properly for loading	- Injury caused by improper manual handling	- Refer to SOP5 – Manual Handling for correct handling procedures. Wear PPE correctly	2	1	2	Equipment Operator
Align machinery with ramps, raise boom/blade/bucket and drive up ramps using caution	- Machinery safety – machine falls from ramps during unloading	- Ensure ramps are on a solid base before use. Use base plate on ramps if ground does not provide a secure base for unloading. Ensure ramps are properly aligned with wheelbase of machinery. DO NOT attempt to realign machinery with ramps while on ramps. (Refer SOP11)	3	2	6	Equipment Operator
Secure Machinery to truck using chains/straps	- Operator being injured during securing machinery	- Operator to wear standard PPE and pay attention during this task to ensure minimization of risk	3	1	3	Equipment Operator
Use personnel ladder to climb from trucks Tray/bed	- Slips, trips and falls	- Operator to only use the personnel access ladder to/from Trucks Tray/bed	2	1	2	Equipment Operator
Slide machinery ramps onto truck and secure tailgate	- Injury caused by improper manual handling	- Refer to SOP5 – manual handling for correct handling procedures. Wear PPE correctly	2	1	2	Equipment Operator
Start truck and Lower Tray	- Pedestrians being hit by machinery movement. Leaving site without lowering of tray	- Ensure separation between pedestrians and machinery movement area before and during machinery operation. Check tray before entering roadway	3	2	6	Equipment Operator

RISK MATRIX					
LIKELIHOOD	CONSEQUENCES				
	INSIGNIFICANT (1)	MINOR (2)	MODERATE (3)	MAJOR (4)	CATASTROPHIC (5)
RARE (1)	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (4)
UNLIKELY (2)	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
POSSIBLE (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
LIKELY (4)	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
ALMOST CERTAIN (5)	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)

If the residual risk is	Catastrophic (16+)	Then	Work is unable to proceed. Seek other methods (Significant)
	High (10 – 15)	Then	Permission from High Level Management for work to proceed (Significant)
	Moderate (4 – 9)	Then	Permission from Worker in Charge for work to proceed (Insignificant)
	Low (1 – 3)	Then	Work able to proceed (Insignificant)







C = Consequence

- 5 = **Catastrophic** = Fatality, permanent disability, long term widespread impacts, huge financial loss
- 4 = **Major** = Permanent disability or extensive injuries, medium to long term widespread impact, major financial loss
- 3 = **Moderate** = Lost time injury, reversible medium term local impact, high financial loss
- 2 = **Minor** = Medical treatment, reversible short – medium term impact to local area, medium financial loss
- 1 = **Insignificant** = First aid, limited impact to minimal area, low financial loss


L = Likelihood

- 5 = **Almost Certain** = It is almost certain that the risk will occur in most circumstances
- 4 = **Likely** = The risk is likely to occur in most circumstances
- 3 = **Possible** = There is uncertainty that the risk could occur
- 2 = **Unlikely** = The risk could occur at some time but there is confidence that it will not
- 1 = **Rare** = The impact/risk may occur only in exceptional circumstances

**I HAVE BEEN CONSULTED AND I ASSISTED IN DEVELOPPING THE WORK METHOS STATEMENTS THAT APPLY TO MY WORK ACTIVITIES.
I WILL COMPLY WITH ITS SAFE WORK PRACTICE.**

PRINT NAMES	POSITION/TRADE	SIGNATURE	DATE
JOE GEDOUN	DIRECTOR/SITE MANAGER		31-Aug-16
MATTHEW CARROLL	SITE SUPERVISOR		31-Aug-16
CRAIG PENSINI	SITE SUPERVISOR		31-Aug-16
BOYD TURNER	SITE SUPERVISOR		31-Aug-16

MONITORING AND REVIEWING OF WMS USE AND EFFECTIVENESS

NAME	SIGNATURE	DATE
STACY JACOBSEN		31-Aug-16