

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:	Loading of Soil/Fill/Rubbish onto Trucks		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:	Installer	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

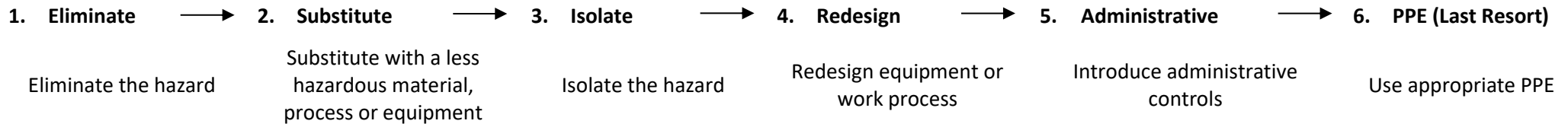
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<p>Occupational Health Safety or Environmental Legislation:</p>	<ul style="list-style-type: none"> • Queensland Acts & Regulations • Workplace Health & Safety Act 2011, Workplace Health & Safety Regulations 2011 • Electrical Safety Act 2015, Electrical Safety Regulations 2013 • Building and Construction Industry Improvement Acts 2005 	<p>Codes and/or Standards Applicable to the Works:</p>	<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	
Remove Loading Ramps and Machinery Tie-down equipment from Trucks Tray and store away from Worksite Traffic Areas	- Injury caused by improper manual handling. Ramps – Trip Hazard and Traffic Hazard	- Refer to SOP5 - Manual Handling for correct handling procedures. Wear PPE correctly. Ramps should be located in an area away from both Machinery and Pedestrian Traffic areas	3	1	3	Equipment Operator
Close Tailgate and ensure Pins are in the correct position for Tipping and that Pneumatic Tailgate Locks are closed. Lower Tray fully	- Injury caused by improper manual handling. Pneumatic Tailgate Locks not engaged – Spillage of load onto worksite or road during transit. Pedestrians being hit by machinery movement	- Refer to SOP5 – Manual Handling for correct handling procedures. Wear PPE correctly. Operator to visually check Tailgate Locks are engaged before beginning to load Tray. Operator to ensure separation between pedestrians and machinery movement area before and during machinery operation	2	2	4	Equipment Operator
Loading Skid-Steer bucket with Soil/Fill/Rubbish	- Machinery/Pedestrian collision	- Ensure signage and barricading is present to control pedestrian access to worksite	3	2	6	Principal Contractor / Equipment Operator
	- Machinery rolls or tips	- Carry bucket in lowest possible position to prevent tipping. Take care crossing trenches – cross trenches at 90deg to trench direction	3	3	9	Equipment Operator
Tramming of Soil/Fill/Rubbish and Loading into Truck	- Machinery/Pedestrian collision	- Ensure signage and barricading is present to control pedestrian access to worksite	3	3	9	Principal Contractor, Equipment Operator
	- Machinery/Equipment collision – Other operators on site	- Examine other equipment movement and eliminate possibility of harmful interaction. Work with other Operators to ensure clearance between Machinery	3	2	6	Equipment Operator, other Equipment Operators
	- Electrical – Risk of contact with overhead Power Supply	- Examine area designated for Plant Movement and ensure no operation within 6m of overhead electrical lines. (Consider cable sag, swing of the load and effects of the wind)	3	5	15	Equipment Operator

JOB STEP	POTENTIAL HAZARDS	CONTROLS	RESIDUAL RISK (After Control Measures)			PERSON RESPONSIBLE
			L	C	R	
Tramming of Soil/Fill/Rubbish and Loading into Truck	- Machinery rolls or tips	- Operator to ensure that Trucks are loaded in accordance with SOP 09 SOP 10. - Loading and Tipping of Fill/Soils/Rubbish. Carry bucket in lowest possible position to prevent tipping. Take care crossing trenches – cross trenches at 90deg to trench direction.	3	3	9	Equipment Operator
	- Truck Rolls away while being loaded	- Ensure Hand Brake is Engaged, Truck is in gear, and wheels are pointed towards curb.	2	2	4	Equipment Operator
	- Overfilling of Truck's Tray; Poor/dangerous handling characteristics while being driven. Excessive braking distance	- Ensure Truck is loaded in accordance with SOP 16 to prevent overloading.	3	2	6	Equipment Operator
	- Slip, trips, falls	- Manual handling tasks to be kept to a minimum unless workers have been trained and assessed in correct manual handling techniques. Care must be taken around trenches when not on machinery.	2	1	2	Equipment Operator
	- Minor bodily damage due to various worksite hazards	- Basic level of PPE including Hi-Vis Clothing, Safety Footwear, Safety Eyewear, Hearing Protection to be worn.	1	1	1	Equipment Operator
	- Exposure to vibration	- Operator should have a rest period of 5 minutes every hour.	1	1	1	Equipment Operator
Securing Load for Transport	- Slip, trip or falls	- Operator to only use the Personnel Ladder for access to/from Truck's Tray/bed. Cover load securely and tie down to ensure safety. Do not jump from Truck; Use personnel ladder only	1	2	2	Equipment Operator
Drive Truck to dumping site	- Debris transferred to roadways causing hazards for road users	- Prior to entering roadways, ensure the truck is free of any mud/debris etc. which may come loose	2	2	4	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