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| **Activity/Job Title**  | Whacker Packer Use – Compactor  | **Date** | 23/04/2025 |
| **Task/WBS Number** | SWM-016 | **Supplier** | MEHCO - Team Engineering Services Pty Ltd |
| **Location of Works**  |  | **ABN** | 97 089 427 010 |
| **Competency / Certificates required:**  |  |
| **Training: (e.g., Induction White Card)** | General Construction Induction |
| **PPE required:** | Mandatory Signs Picto only[ ]  | [x]  | [ ]  | [ ]  | [x]  | [x]  | **Normal Requirements:**Safety footwear, high visibility shirt or vest**As Required**Hearing protection, hand protectionProvide UV sun protection where required, broad brimmed hat, UV rated clothing, SPF 50+ sunscreen, tinted safety glasses with adequate UV Protection |
| **Minimum signage required** |  |
| **SWMS Prepared by** | Cynthia Hegerty | **Date** | 23/04/2025 |
| **Authorised by** | Andrew Hegerty | **Position** | Director |
| **Safety Notes** |  |
| ALL PERSONS INVOLVED IN TASK MUST HAVE THIS SWMS COMMUNICATED TO THEM PRIOR TO WORK COMMENCING* Regular inspections and observations will be conducted by Site Supervisor/Project Management to ensure SWMS is being complied with.
* Pre-Start will be undertaken to identify, control and communicate additional site hazards.
* Work must cease immediately if incident or near miss occurs. SWMS must be amended in consultation with relevant persons.
* Amendments must be approved by TEAM Project Manager and communicated to all affected workers before work resumes.
* SWMS must be made available for inspection or review as required by WHS legislation.
* Record of SWMS must be kept as required by WHS legislation (until job is complete or for 2 years if involved in a notifiable incident)
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| **ID** | **Step** | **Possible Hazards** | **Initial Risk Score** See Risk Matrix for Details | **Control Measures**Control measures have been identified using the Hierarchy of ControlElimination ->Substitution ->Engineering -> Admin -> PPE | **Control Responsibility** | **Residual Risk Score** See Risk Matrix for details |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | General Precautions | Hazardous atmosphere | High | * Ensure adequate ventilation in area when using fuel-powered equipment
* Ensure good ventilation if using in deep excavations, trenches, etc
 | All workers | Medium |
| Fire / explosion | High | * Allow engine to cool before refuelling–avoid spilling fuel on hot parts
 | All workers | Low |
| Over-exertion/ strain injury | High | * Obtain assistance or use mechanical aids to lift machine into trenches, etc, or when unloading or loading off or onto vehicles.
* Lift machine only by the specified lifting points to prevent damage or with a lifting device.
 | All workers | Medium |
| 2 | Pre-start checks | Loose parts | Medium | * Inspect machine and tighten loose bolts or screws, and check bolts on foot plate.
* Ensure that all guards and covers are fitted over moving parts of machine.
* Check operation of controls and switches, and ensure that fuel cap is secure.
* Stand 4-stroke models up right for 2 minutes before starting after being laid down.
 | All workers | Low |
| 3 | Operation | Personal injury | High | * Persons operating compactor should wear close fitting work clothing that will allow free movement, eye and foot protection, and hearing protection.
* Shut off engine before attempting to adjust, clean or service machine.
* Do not alter engine speed–run engine only at speed specified by manufacturer.
* Do not operate engine unless air cleaner if fitted and clean.
* Use only correct fuel or fuel mixture to prevent damage to engine. | Ensure adequate supply of fuel.
* Grasp handles at corners of handle when operating– use “loose” grip to reduce stress and vibration on hands, wrists and arms from machine. | Do not try to over power the rammer machine is designed to “walk” forward.
* Always walk behind rammer, and allow machine to pull itself forward.| Do not stand in front of or pull rammer.
* Operate so that shoe hits ground flat for best compaction, and not on toe or heel.
* Reduce engine speed to SLOW if rammer needs to be lifted during operation. | Do not attempt to compact deep layers– light layers will compact better.
 | All workers | Medium |
| 4 | Cleaning and maintenance | Personal Injury | High | * Switch machine OFF and allow to cool before working on the engine or any mechanical parts | Do not open engine when hot
* Clean dust and debris with stiff brush
* Check all bolts, screws and connections, and inspect cable and fuel lines
* Al repairs must be carried out by authorised person
 | All workers | Medium |

## Safe Work Method Statement - Work Team Sign-on/ Review Register

Personnel are required to sign this register to indicate they have read, understand and will adhere to the requirements of the SWMS

| **This SWMS covers:**  |  |  | **SWMS No:**  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Employee Signature** | **Date** | **Name** | **Employee Signature** | **Date** |
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**Risk Rating Matrix**

Likelihood/ Probability

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| --- |
| What is the likelihood the situation or circumstance will happen? |
| **Level** | **Probability** | **Description** | **or the current process...** | **Frequency** |
| A | Almost certain 80-100% | Is expected to occur in most circumstances. | cannot prevent this event, no alternate approaches or processes are available | Occurs 1 or more times per year |
| B | Likely 60-80% | Will probably occur in most circumstances. | cannot prevent this event, but a different approach or process might | Occurs between 1 and 3 years |
| C | Possible 40-60% | Might occur at some time. | may prevent this event, but additional actions will be required | Could happen between 3 and 10 years |
| D | Unlikely 20-40% | Could occur at some time. | is usually sufficient to prevent this type of event | Could happen between 10 and 30 years |
| E | Rare 0-20% | May occur in exceptional circumstances. | is sufficient to prevent this event | Highly unlikely that it will occur within 30 years |

Consequences/ Impact

|   | Insignificant | Minor | Moderate | Major | Catastrophic |
| --- | --- | --- | --- | --- | --- |
| Type | 1 | 2 | 3 | 4 | 5 |
| Technical | Minimal or no impact | Mod. reduction, same approach retained | Mod. reduction, but workarounds available | Major reduction, but workarounds available | Unacceptable, no alternatives exist |
| Schedule | Minimal or no impact | Additional activities required, able to meet needed dates | Milestones slip up to a month | Milestone slip of greater than a month or critical path impacted | Cannot achieve major program milestones |
| Cost | Minimal or no impact | 5%>0 budget change | 10>5% budget change | 15>10% budget change | >15% budget change |
| Harm to People - Safety | Near Miss | Injury requiring first aid | Injury requiring medical treatment  | Lost Time Injury | Fatality and/or sever irreversible disability |
| Harm to People - Occupational Health | Exposure to health hazard resulting in temporary discomfort. | Exposure to health hazard resulting in temporary alterations/n limitations (no time lost). | Exposure to health hazards/agents (over the OEL) resulting in reversible impact on health (with time lost). | Exposure to health hazards/agents (significantly over the OEL) resulting in irreversible impact on health with loss of quality of life or single fatality. | Exposure to health hazards/agents (significantly over the OEL) resulting in irreversible impact on health with loss of quality of life of a numerous group/population or multiple fatalities. |
| Property Damage or Process Loss | < $ 2,000 | $2,000 to $10,000 | $10,000 to $50,000 | $50,000 to $250,000 | $250,000 + |
| Process Interruption Consequence | < 1 hour | 1 hour to 1 shift | 1 shift to 1 day | 1 day to 1 week | 1 week + |
| Environmental Impact | Lasting days or less. Limited to small area (metres) receptor of low significance/sensitivity (industrial area). | Lasting weeks. Reduced area (hundreds of metres). No environmentally sensitive species/habitat. | Lasting months. Impact on extended area (kilometres) area with some environmental sensitivity (scarce/valuable environment). | Lasting years. Impact on sub-basin. Environmentally sensitive environment/ receptor (endangers species/ habitats). | Permanent impact affects a whole basin or region. Highly sensitive environment (endangers species, wetlands, protected habitats).  |
| Social/ Community Impact | Minor disturbance of culture/social structures. | Some impacts on local populations, mostly repairable. Single stakeholder complaint in reporting period. | Ongoing social issues. Isolated complaints from community members/stakeholders. | Significant social impacts. Organised community protests threatening continuity of operations. | Major widespread social impacts. Community reactions affecting business continuity. “Licence to operate” under jeopardy. |
| Legal and Regulatory | Technical non-compliance. No warning received. No regulatory reporting required. | Breach of regulatory requirements. Report/involvement of authority. Attracts administrative fine. | Minor breach of law. Report/investigation by authority. Attracts compensation/ penalties/ enforcement action. | Breach of law. May attract criminal prosecution of Operating Co. and/or of Directors/Managers and penalties/ enforcement action. Individual licence temporarily revoked. | Significant of the law. May attract Individual or class action law suits, criminal prosecution of Co. Directors/Managers. Suits against parent Co.; permit to operate substantially modified or withdrawn. |
| Reputation | Internal issues identified but manageable.  | Minor impact, awareness/ concern from specific individuals. | Limited impact. Concern/ complaints from certain groups/ organisation (e.g. NGOs). | Local impact. Public concern/ adverse publicity localised within neighbouring communities. | Suspected reputation damage. ocal/ regional public concern and reactions. |

Risk Rating

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **A** | Medium | High | High | Extreme | Extreme |
| **B** | Medium | Medium | High | High | Extreme |
| **C** | Low | Medium | Medium | High | Extreme |
| **D** | Low | Low | Medium | Medium | High |
| **E** | Low | Low | Low | Medium | Medium |
|   | **1****Insignificant** | **2****Minor** | **3****Moderate** | **4****Major** | **5****Catastrophic** |

Guidelines for approval

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| --- | --- |
| **Risk Level** | **Guidelines for risk matrix** |
| Low | Approval to proceed must come from the SupervisorMonitor and manage as appropriate |
| Medium | Approval to proceed must come from the Project ManagerActively manage |
| High | Approval to proceed must come from the Operations ManagerProactively manage with systems and approval of same by SMT – must include improvements to decrease level of risk |
| Extreme | Approval to proceed must come from the Managing DirectorEliminate, avoid, implement specific action plans/procedures to manage and monitor. |