SafetyDocs by SafetyCulture

Company Name:
Company Address:
ABN/NZBN:

BOAT OR BARGE SAFE WORK METHOD STATEMENT (SWMS)

Business Contact: Phone #:	Principal Contractor (PC):
Responsible person *(for monitoring SWMS and work):*	PC Address:
Signature: Date:	PC Phone #: Date SWMS provided to PC:
Contact Phone #:	Job Site Address:

SITE MANAGEMENT PLAN — Is the work associated with a Construction Project? ☐ **Yes** ☐ **No** — *If yes* – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.

THIS WORK ACTIVITY INVOLVES THE FOLLOWING "HIGH-RISK CONSTRUCTION WORK" (HRCW - *IDENTIFIED IN THE JOB TASK COLUMN*)

☐ Confined spaces	☒ Mobile plant movement	☐ Demolition of a load-bearing structure	☐ Asbestos disturbance
☐ Using explosives	☐ Diving work	☐ Artificial extremes of temperature	☐ Tilt-up or pre-cast concrete

☐ Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services

☐ Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse

☐ Involves a risk of a person falling from 2m or more, including work on telecommunications towers ☐ Work in a ceiling space (W.A. Only)

☐ Working at depths greater than 1.5 metres, including tunnels or mines	☒ Work in an area that may have a contaminated or flammable atmosphere
☐ Work carried out adjacent to a road, railway or shipping lane, traffic corridor	☐ In or near water or other liquid that involves the risk of drowning

WORKING WITH A RISK OF A FALL OVER 2 METRES - Select the fall from height 'hierarchy of control level' considered when establishing controls:

☐ L 1: Work on the ground or solid construction	☐ L 4: Use a fall arrest system e.g., safety harness, catch platforms
☐ L 2: Use a passive fall restraint system e.g., guard rails, scaffolding, EWP	☐ L 5: Implement administrative controls e.g., signage, or instruction
☐ L 3: Use a work positioning system e.g., travel restraint, rope access	☐ Other?

More than one of these measures to reduce risk can be used. For example, engineering controls like edge protection can be implemented with administrative controls like training and use of this SWMS, while wearing PPE (non-slip shoes). Please describe why it is not reasonably practicable to use higher-order control measures. E.g. The job is less than 5 minutes on a ladder.

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING **(IR)** BEFORE CONTROLS - RESIDUAL RISK-RATING **(RR)** AFTER CONTROLS*	RR	RESPONSIBLE PERSON

11. HRCW
Launching from a ramp
	Contact with overhead electric lines	4A	• If launching from a trailer, check for:
			  ○ Overhead power lines (including high and low voltage distribution conductors
			  ○ Single wire earth return (SWER)
			  ○ Service cables to premises
			  ○ Communications cables
			  ○ Electrical transformers (mounted lower than cables)
			• Identify the maximum range of rigging and how close it can come to the asset (known as design envelope). The following dimensions are taken from the closest point of an extended component of the vessel. In general:
			  ○ 3m above, either side and below power lines is No Go Zone
			  ○ Between 3-6.4m of power lines, a Spotter is required
			  ○ Further than 6.4m of power lines is an open area
			  ○ No launching conducted within a 10m radius of SWER transformer.
			⚠ ***Spotter required where any part of the vessel or tow vehicle is within 6.4m of a power line.***
				2M	**Supervisors** to check all controls in place and followed
					
					Crew to follow controls and make supervisor aware of any issues

	Struck by moving vehicle or vessel	4A	• Do not stand directly behind reversing trailers • Watch out for other vehicles on multi-use ramps • Always ensure drivers can see you in their mirrors • Drivers; Always use low range in 4wd vehicles • Do not stand between boat and trailer when attempting to reload boat (crush injuries) • Wear high visibility clothing.	2M	
	Ramp use Crush injuries in water	4A	• Ensure keys are in vessel ignition • Raise the engine and remove the travel lock and leg supports • Remove and store vessel tie-down straps • Bow rope connected • Ensure bungs inserted • Do not remove the trailer winch or safety chain until your vessel is in the water.	2M	

12. HRCW
Vessel operation
	Toxic atmosphere
	Asphyxiation
		4A	• On entering the vessel, and before operating any switches or engines, check for petrol and LPG odours; fix any faults before you go out. Ensure:
			  ○ The vessel must be well ventilated to prevent carbon monoxide build-up from exhaust systems
			  ○ Exhaust outlets properly vented away from living areas
			  ○ Install a CO detector alarm and test it is operational before each trip
			  ○ Educate passengers on the symptoms of CO poisoning, causes and areas to avoid
				2M	**Supervisors** to check all controls in place and followed

JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
			○ Monthly maintenance check, visually inspect components of the exhaust system and the condition of the rubber hoses ○ Look for signs of leaks in the exhaust system including water leaks, rust, corroded, cracked or loosened fitting.		**Crew** to follow controls and make supervisor aware of any issues
	Contact with swimmers, other vessels or structures	4A	• Only licensed operators to operate powered vessels • Observe all boating rules • Always watch the prop and ensure prop area is clear before starting the engine • Keep a lookout especially when near swimmers • Stay out of designated swimming areas • Observe 'distance off' rules • Check that the area is clear of traffic before moving away • Take note of any speed limits or 'no wash' signs in the area • Be careful not to create excessive wash when passing people in passive craft or moored boats • Keep to the right side of the channel • While launching ensure the bottom of the vessel does not come in contact with the ramp, (can cause damage to propeller etc.) • Slowing down and stopping: ○ Give yourself plenty of time to stop ○ Ease off the throttle and move into neutral ○ Use short burst in reverse gear to slow down and come to a final halt • Mooring: ○ Slow down almost to a stop ○ Carry out all manoeuvres as slowly as possible ○ Wind and currents considered on approach ○ Move the vessel very slowly, pointing the bow towards the mooring buoy ○ Then use reverse to stop the vessel just before the bow hits the buoy ○ Put the engine in neutral.	2M	
	Contact with submerged hazards – inland waters	4A	• If unsure of route slow to 5 knots or less • Use a spotter • Follow signage at ramps • DO NOT overload the vessel.	2M	
	'Man overboard.'	4A	• Ensure a rescue quoit or lifebuoy is available and ready for use • Life jackets are worn • Shout 'Man Overboard'	2M	