SafetyDocs by SafetyCulture

Company Name:
Company Address:
ABN/NZBN:

ASPHALT PAVER 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.

SAMPLES

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JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING **(IR)** BEFORE CONTROLS - RESIDUAL RISK-RATING **(RR)** AFTER CONTROLS*	RR	RESPONSIBLE PERSON
			○ Service cables to premises ○ Communications cables ○ Electrical transformers (mounted lower than cables) • Identify the maximum range of equipment and how close equipment or load can come to the asset (known as design envelope) Take dimensions from the closest point of an extended component of the plant, e.g. extended long reach boom. In general: ○ 3m above, either side and below power lines is No Go Zone ○ Use a spotter between 3.0m - 6.4m of power lines, ○ Further than 6.4m of power lines is an open area ○ No work to be conducted within a 10m radius of SWER transformer. ⚠ ***Do not conduct work within Minimum Clearance Zones without written permission from the power supplier*** ⚠ ***Spotter required where any part of the plant is within 6.4m of the power line.***		and ensure spotter is engaged
	• Plant rollover • Struck by mobile plant	4A	• Verify the work ground/floor is suitable for the particular paver • Ensure the ground/floor is safe and approved for use by a competent person. Also, monitor and maintain the ground/floor for the duration of the work • Do not commence work in areas where other site activities may have affected the integrity of the ground without visual inspection or sign off that it is safe • The towing vehicle &/or trailer used to transport the mobile plant is appropriate – weight and size • Tie downs: ○ Tie-down points identified by tie-down decals ○ Use designated tie-down points on the equipment where provided *(see operations manual)* ○ Do not attach tie-down accessories around hydraulic cylinders or in any way that may damage hoses or hydraulic components ○ Ensure plant stabilised before travel ○ Verify all tie-down equipment (e.g. chains, shackles.) is rated for the task and fixed in such a way to prevent movement during transit • Ramps: ○ Suitable load capacity for the weight of the plant, wide enough, footboards on the side ○ Lock ramps in place, use locking pin/clips if required ○ Assess ground conditions at loading/unloading site to determine forward or reverse loading ○ Ensure clear of obstructions; tree branches, structures/overhead electric lines ○ Ensure people are clear of loading/unloading site	2M	

SAMPLES

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JOB TASK	HAZARDS	IR	CONTROL MEASURES *INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS*	RR	RESPONSIBLE PERSON
	• Moving parts • Entanglement	3H	• Do not clear hopper with a shovel while the conveyor is operational • Do not raise or lower hopper without first checking for the presence of ground workers • Stay clear of augers at all times • Use a spotter when cleaning the front of the paver • Never place any part of the body on or near paver while it is in operation. • Never push another person or engage in horseplay around operating machinery • Keep shovels away from moving parts.	2M	
	Burns / fire damage	3H	• Keep paver free of any excess grease, oil and fuel accumulation. Clean up spillage immediately • Do not touch any part of the paver which may be hot. • Wear Heavy heat resistant gloves if contact with hot surfaces is necessary.	2M	
	Laser beams Eye trauma	3H	• Protect laser equipment on the plant to ensure workers not exposed to direct radiation, radiation produced by reflection or diffusion or secondary radiation • Do not look directly at the beams.	2M	
	Noise	3H	• Ensure workers not exposed to noise that exceeds the exposure standard (85dB averaged) • Hearing protection for operators is required, ensure workers wear ear protection (earplugs are not sufficient protection by themselves).	2M	
10. HRCW Cleaning paver	Burns/fire	3H	• Follow manufacturers' instructions for cleaning the paver • A fire extinguisher is available • Clean the paver thoroughly each day • Do not allow the mix to cool in the hopper • Do not spray solvent in the presence of an open flame, sparks, welding arcs. etc. *(fire or explosion could result)* • Keep solvent spray away from all electrical components, rubber parts and engine compartment • Wear PPE – Eye protection, covered arms and legs, high vis., hand and foot protection.	2M	**Operator** to follow controls and make supervisor aware of any issues
11. HRCW Fuelling the plant	Fire / explosion	4A	• DO NOT smoke during re-fuelling • Ensure re-fuelling is undertaken in a well-ventilated area, clear of ignition sources • Safety Data Sheets (SDS) for all fuel products on hand • Follow manufacturer's manual/recommendations for re-fuelling • Ensure fire extinguisher available and in date. **Diesel: Fire extinguisher** – Water, foam, dry chemical powder, CO_2 **Unleaded petrol: Fire extinguisher** – Dry chemical powder, foam, CO_2. Never use water to extinguish an Unleaded Petrol fire.	2M	**Operator** to follow controls and make supervisor aware of any issues

SAMPLES

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