

## HOT ASPHALT TRUCK SAFE WORK METHOD STATEMENT (SWMS)

Business Contact:	Phone #:	Principal Contractor (PC):
Responsible person <i>(for monitoring SWMS and work)</i> :		PC Address:
Signature:	Date:	PC Phone #: <span style="float: right;">Date SWMS provided to PC:</span>
Contact Phone #:		Job Site Address:

<b>SITE MANAGEMENT PLAN</b>	Is the work associated with a Construction Project? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes – This SWMS must align with requirements of the Site Management Plan in place for the Construction Project.
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**THIS WORK ACTIVITY INVOLVES THE FOLLOWING "HIGH-RISK CONSTRUCTION WORK" (HRCW - IDENTIFIED IN THE JOB TASK COLUMN)**

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Confined spaces   | <input checked="" type="checkbox"/> Mobile plant movement | <input type="checkbox"/> Demolition of a load-bearing structure  | <input type="checkbox"/> Asbestos disturbance         |
| <input type="checkbox"/> Using explosives  | <input type="checkbox"/> Diving work                      | <input type="checkbox"/> Artificial extremes of temperature  | <input type="checkbox"/> Tilt-up or pre-cast concrete |
| <input type="checkbox"/> Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services |   |  |   |
| <input type="checkbox"/> Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse          |   |  |   |
| <input type="checkbox"/> Involves a risk of a person falling from 2m or more, including work on telecommunications towers                                |   | <input type="checkbox"/> Work in a ceiling space (W.A. Only)   |   |
| <input type="checkbox"/> Working at depths greater than 1.5 metres, including tunnels or mines   |   | <input checked="" type="checkbox"/> Work in an area that may have a contaminated or flammable atmosphere |   |
| <input checked="" type="checkbox"/> Work carried out adjacent to a road, railway or shipping lane, traffic corridor                                      |   | <input type="checkbox"/> 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:

- |   |   |
|---|---|
| <input type="checkbox"/> L 1: Work on the ground or solid construction                                | <input type="checkbox"/> L 4: Use a fall arrest system e.g., safety harness, catch platforms  |
| <input type="checkbox"/> L 2: Use a passive fall restraint system e.g., guard rails, scaffolding, EWP | <input type="checkbox"/> L 5: Implement administrative controls e.g., signage, or instruction |
| <input type="checkbox"/> L 3: Use a work positioning system e.g., travel restraint, rope access       | <input type="checkbox"/> 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		RR	RESPONSIBLE PERSON
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>			
			<ul style="list-style-type: none"> <li>○ If you must use a device, e.g. a mobile phone or GPS pull over and park in a safe area. Do not stop where you could be a hazard to other vehicles, pedestrians, or yourself</li> <li>• Ensure travel path (on both road and on-site):               <ul style="list-style-type: none"> <li>○ Allows for the height of the vehicle</li> <li>○ Is clear of low-lying tree limbs</li> <li>○ Is suitable for weight/size of the vehicle, limited gradients and slopes</li> <li>○ Obey speed limits and be aware of increased braking/stopping distance when carrying loads</li> </ul> </li> <li>• Ensure vehicles equipped with emergency equipment, including:               <ul style="list-style-type: none"> <li>○ Spare tyre and procedures for changing tyres</li> <li>○ Traffic management cones,</li> <li>○ Flashing lights, warning signs, high visibility clothing</li> <li>○ Communication equipment</li> <li>○ First Aid kits, and emergency contact information.</li> <li>○ Fire extinguisher.</li> </ul> </li> </ul>			
2. <b>HRCW</b> Loading asphalt	<ul style="list-style-type: none"> <li>• Crush injuries</li> <li>• Entrapment</li> <li>• Fatality</li> </ul>	4A	<ul style="list-style-type: none"> <li>• Follow Traffic Management Plan</li> <li>• Use on-site UHF channel for communication</li> <li>• Truck drivers to stay inside the cabin until the truck is loaded.</li> <li>• Ensure gates securely fastened before loading</li> <li>• At no time is any person permitted to ride on the exterior of the vehicle</li> <li>• All passengers must be seated in the cabin.</li> </ul>	2M	<b>Supervisors</b> to check all controls in place and followed	
	Injury to ground workers	4A	<ul style="list-style-type: none"> <li>• Maintain exclusion zone and cease work if approached</li> <li>• Use a Spotter to assist when reversing where necessary. Ensure spotter always remains in visual and verbal communication with the driver</li> <li>• Reversing onto Hopper:               <ul style="list-style-type: none"> <li>○ Do no reverse into hopper until guided</li> <li>○ Maintain two - way radio contact or watch hand signals from person directing</li> <li>○ Reverse at low speed (walking pace)</li> <li>○ Sound horn before movement</li> <li>○ Always use mirrors to look in the direction of travel. Stop if you lose sight of the spotter</li> <li>○ No ground personnel permitted between front and rear of the truck when reversing.</li> </ul> </li> </ul>	2M	<b>Operator</b> to follow controls and make supervisor aware of any issues	
3. <b>HRCW</b> Arrival at site & assess on-	Personal injury, property damage &/or	3H	<ul style="list-style-type: none"> <li>• The vehicle should be positioned in a safe location, clear of traffic/vehicles/pedestrians during equipment delivery and materials removal (deploy physical barriers, caution signs as necessary)</li> </ul>	2M	<b>Operator</b> to check the site and conduct	

JOB TASK	HAZARDS	IR	CONTROL MEASURES		RR	RESPONSIBLE PERSON
			<i>INHERENT RISK-RATING (IR) BEFORE CONTROLS - RESIDUAL RISK-RATING (RR) AFTER CONTROLS</i>			
			<ul style="list-style-type: none"> <li>Maintain exclusion zone and cease work if approached</li> <li>Travel at the appropriate speed for conditions. Reduce speeds over unexpected hazards – such as wet conditions, long grass, hill peaks or low visibility</li> <li>Truck operators and ground workers are required to wear high-visibility clothing.</li> </ul>			Operator to follow controls and make supervisor aware of any issues
	<ul style="list-style-type: none"> <li>Crush injuries</li> <li>Entrapment</li> <li>Fatality</li> </ul>	4A	<ul style="list-style-type: none"> <li>Ensure the truck does not operate or travel near the edge of an excavation unless the ground support system installed has been designed by a competent person to carry such loads</li> <li>Ensure the truck stays on existing access tracks, and within construction boundaries</li> <li>Do not turn on slopes</li> <li>Be familiar with the width of equipment to maintain safe clearances</li> <li>Do not use any controls as handholds when you enter/exit the operator compartment</li> <li>At no time is any person permitted to ride on the exterior of the vehicle</li> <li>All passengers must be seated in the cabin.</li> </ul>		2M	
	Contact with powerlines	4A	<ul style="list-style-type: none"> <li>Ensure tipping load is not conducted near electrical power lines</li> <li>Mark the location of overhead power lines by placing out yellow traffic cones</li> <li>Check for: <ul style="list-style-type: none"> <li>Overhead power lines (including high and low voltage distribution conductors)</li> <li>Single wire earth return (SWER)</li> <li>Service cables to premises</li> <li>Communications cables</li> <li>Electrical transformers (mounted lower than cables)</li> </ul> </li> <li>Identify the maximum range of equipment and how close equipment or load can come to an asset (known as design envelope). The following dimensions should be taken from the closest point of an extended component of the truck</li> <li>In general: <ul style="list-style-type: none"> <li>3m above, either side and below power lines is No Go Zone</li> <li>Between 3-6.4m of power lines, a Spotter is required</li> <li>Further than 6.4m of power lines is an open area</li> <li>No work to be conducted within 10m radius of SWER transformer</li> </ul> </li> <li>Lower the body of the truck immediately after tipping. (Do not drive off with the body up)</li> <li><b>⚠ Spotter required where any part of the truck is within 6.4m of a power line.</b></li> <li><b>⚠ Spotters to assist with tipping to ensure no part of tipper will come within 3 metres of powerlines while tipping.</b></li> </ul>		2M	
	Working with asphalt (hot/warm)	3H	<ul style="list-style-type: none"> <li>Initiate pour, spread/compact as per manufacturer's instructions</li> </ul>		2M	