SWMS REQUIREMENTS

1. This SWMS describes the activities associated with the deployment of T-Lok Concrete Barriers and outlines the proposed risks (High Risk Work – HRW) to the health and safety of any person.
2. This document has been compiled in a collaborative approach involving affected employees, HSR's and management.
3. Once this document has been approved and implemented, the task which it relates to **must** be performed in accordance with the SWMS.
4. Duty holders (employees and sub-contractors) **must** stop the HRW immediately or as soon as it is safe to do so if the SWMS is not being complied with. The HRW **must** not resume until the SWMS is complied with or reviewed and revised as necessary
5. The SWMS **must** be reviewed and if necessary, revised whenever the HRW changes, or after an incident that occurs during the HRW, or if there is any indication that risk control measures and not adequately controlling the risks.
6. An employee **must** retain a copy of the SWMS for the duration of the HRW.

Direct employer:		**Principal contractor (PC)** *(Name and contact details)*	
Work supervisor: *(Name and contact details)*		**Date SWMS provided to PC:**	
Work activity: *(Job description)*		**Workplace and works location:**	

High Risk Work (HRW):	☐ Where there is a risk of contact with overhead power lines.	☐ Where there is a risk of damage to underground services	☐ Where there is a risk to damage to external objects, such as fire hydrants
	☐ At workplaces where there is any movement of powered mobile plant.	☐ Structural alterations that require temporary support to prevent collapse.	☐ In an area where there are artificial extremes of temperature.
	☐ On or near energised electrical installations or services.	☐ Involving a trench or shaft if the excavated depth is more than 1·5 metres.	☐ On or near pressurised gas distribution mains or piping.
	☐ Involving demolition.	☐ Involving a confined space.	☐ On or near chemical, fuel or refrigerant lines.
	☐ Involving tilt-up or precast concrete.	☐ On telecommunications towers.	☐ Involving a tunnel.
	☐ Involving the requirement of Traffic Control	☐ In an area that may have a contaminated or flammable atmosphere.	☐ Involving the use of explosives.

Person responsible for ensuring compliance with SWMS:		**Date SWMS received:**	
What measures are in place to ensure compliance with the SWMS? *(e.g. direct supervision, regular spot checks)*			
Person responsible for reviewing SWMS control measures *(e.g. PC's representative):*		**Date SWMS received by reviewer:**	
How will the SWMS control measures be reviewed?			
Review date:		**Reviewer's signature:**	

This risk has been evaluated against the following matrix:

Likelihood	Consequences				
	1 - Insignificant	2 - Low	3 - Moderate	4 - Severe	5 - Extreme
1 - Almost certain	**Medium (4)**	**High (3)**	**High (2)**	**Very High (1)**	**Very High (1)**
2 - Likely	**Medium (5)**	**Medium (4)**	**High (3)**	**High (2)**	**Very High (1)**
3 - Possible	**Low (6)**	**Medium (5)**	**High (3)**	**High (3)**	**High (2)**
4 - Unlikely	**Low (6)**	**Low (6)**	**Medium (5)**	**Medium (4)**	**High (3)**
5 - Rare	**Low (6)**	**Low (6)**	**Medium (5)**	**Medium (4)**	**High (3)**

Definition of Consequences

Insignificant:	Self applied first aid treatment only
Low:	Near miss or first aid requiring first aid officer
Moderate:	Injury requiring medical treatment but not lost time
Severe:	Injury incurring lost time
Extreme:	Death or reportable to WorkSafe.

SITE PPE REQUIREMENTS FOR BARRIER DEPLOYMENT (MANDATORY)					
					

STEP 1 – SET UP

Step	What are the tasks involved?	What are the hazards and risks?	Initial Risk (1-6)	What are the risk control measures?	Revised Risk (1-6)
(Reference)	*List the work tasks in a logical order.*	*What aspects of the work could harm workers or the public?*		*Describe what will be done to make the activity as safe as possible?*	
1 Set Up	Ensure you are in the correct location	Unsafe Environment – unfamiliar	3	Meet with Site Manager / Sub Contractor confirming site	6
	Meet with appropriate personnel	Unsafe Environment – unfamiliar	3	Meet with Site Manager / Sub Contractor confirming site	6
	Complete Induction and Sign in	Lack of site knowledge	3	Induction will identify all site procedures and policy's.	6
	Ensure Traffic Management is set up	Potential Traffic Hazard – Danger to site personnel	3	Ensure a full briefing to Traffic Management	5
	Conduct site walk through	Identification of any hazards of risk on site	2	Communicate hazard identification to all staff & Sub-contractors	5
	Calculate correct amount of barriers	Failure to complete works – unsafe environment	3	Confirming site deployment with Site Manager	6
	Calculate Correct number and type of end treatments	Non-compliant end terminal resulting in potential accident	3	Confirm End Treatment requirements with Site Manager and end Customers	6

STEP 2 – PLAN

Step	What are the tasks involved?	What are the hazards and risks?	Initial Risk (1-6)	What are the risk control measures?	Revised Risk (1-6)
(Reference)	*List the work tasks in a logical order.*	*What aspects of the work could harm workers or the public?*		*Describe what will be done to make the activity as safe as possible?*	
2. Plan	Ensure adequate Traffic Management	Potential Traffic Hazard – Danger to site personnel	3	Ensure all staff are aware of Traffic Management Plan	5
	Ensure spotter is available if required	Potential operator risk in unload	2	Work not to commence without designated spotter	6
	Ensure all work areas are accessible	Inability to complete task and create unsafe environment	3	Work not to commence if all areas are not deemed accessible to plan – revert discussions back to Site Manager	6
	Mark road for areas to avoid or navigate	Staff placed in unsafe positions	3	All markings to be IAW deployment plan	6
	Ensure accessibility for freight trucks	Poor traffic management – risk to operators	3	Ensure the area for freight is clearly accessible	6
	Brief all associated staff (e.g. Dogman)	Poor communication – potential risk to operators	2	Ensure all operators are fully briefed prior to commencement	5
	Brief staff on any site changes	Staff unaware of site changes or deployment	3	All work will cease if changes are made. Based upon the changes, revised SWMS to be implemented.	5

STEP 3 – SAFETY BRIEFING

Step	What are the tasks involved?	What are the hazards and risks?	Initial Risk (1-6)	What are the risk control measures?	Revised Risk (1-6)
(Reference)	*List the work tasks in a logical order.*	*What aspects of the work could harm workers or the public?*		*Describe what will be done to make the activity as safe as possible?*	
3. Safety Briefing	Conduct safety briefing prior to commencement	Failure to conduct full briefing can result in operator injury	2	Ensure all staff present and signed off.	5
	Ensure all parties agree with safety needs	Lack of Site Knowledge	3	Ensure all staff sign SWMS	6
	Provide Manual Handling Briefing	Injury through poor manual handling or lifting	2	Outline manual handling requirements for barriers	6
	Outline Pinch Point Hazards	Potential damage to jamming hand, feet etc.	2	Use of Hazard Identification label on each barrier. Fully brief operators on potential risk and placement of hands and feet.	6

STEP 4 – DEPLOYMENT

Step	What are the tasks involved?	What are the hazards and risks?	Initial Risk (1-6)	What are the risk control measures?	Revised Risk (1-6)
(Reference)	*List the work tasks in a logical order.*	*What aspects of the work could harm workers or the public?*		*Describe what will be done to make the activity as safe as possible?*	
4. Deployment	Plant & Equipment Operators to provide log books	Potentials unsafe equipment	2	Ensure log book is sited and equipment is deemed to be in a fit state for the intended purpose	5
	Ensure chains and lifting devices are certified and are fit for purpose	Breaking of chains could cause damage to both operators and product	2	View lifting equipment to ensure all product is compliant with certified labelling attached.	5
	Ensure that the Operator is licensed	Non-qualified staff creates potential for accident	2	View required tickets or licenses	6
	Hand Signals	Lack of understanding of hand signal could result in damage to both operators and product	2	Fully communicate hand signal techniques prior to the commencement of any work.	5
	Ensure that operators are kept well clear during the deployment	Potential crush injury	2	Fully brief all staff on deployment methods and "no-go" zones during the deployment process	5
	Connecting two barriers	Pinch point for hands / fingers	2	Fully brief operators and identify the warning labels prior to the commencement of work.	5

I have read and understood and will follow the direction within the content of this SWMS.

I have been consulted in the content of this SWMS and I agree to the contents of this SWMS and will follow its direction.

NAME	COMPANY	SIGNATURE	DATE