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Approved By	Brendan McKenna
Position	Director
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Purpose

Brendan McKenna Earthmoving is committed to conducting vegetation clearing activities in a safe, controlled and environmentally responsible manner. This procedure establishes the requirements for planning, undertaking and monitoring clearing activities to minimise risks to workers, the public, the environment, cultural heritage values and surrounding infrastructure.

This procedure supports compliance with the Work Health and Safety Act 2011 (Qld), Work Health and Safety Regulation 2011 (Qld), Environmental Protection Act 1994 (Qld), Biosecurity Act 2014 (Qld), applicable cultural heritage obligations and Brendan McKenna Earthmoving's Integrated Management System (IMS).

Scope

This procedure applies to all Brendan McKenna Earthmoving employees, contractors and subcontractors undertaking vegetation clearing, tree removal, mulching and land preparation activities on behalf of the company.

Responsibilities

Role	Responsibilities
Director	Ensure adequate resources, equipment and systems are available to undertake clearing activities safely and in accordance with legislative and environmental requirements.
Operations Manager	Plan clearing activities, allocate resources and ensure operational requirements are communicated to site personnel.
Supervisors	Verify site controls are implemented, monitor clearing activities and ensure workers comply with this procedure.
Employees / Contractors	Follow approved clearing methods, maintain exclusion zones, report hazards and comply with environmental and cultural heritage requirements.

Procedure

Brendan McKenna Earthmoving shall plan and undertake clearing activities in a manner that protects workers, the environment, cultural heritage values and surrounding infrastructure. The following requirements shall be implemented when conducting clearing operations.

1. Plan Clearing Activities

Prior to commencing clearing activities, the work area shall be assessed and prepared to ensure hazards, environmental constraints and legislative requirements have been identified and managed.

This shall include:

- Dial Before You Dig (1100) – no matter the size of the operation.
- Confirming underground and overhead services have been identified.
- Inspecting the area for cultural heritage items, artefacts or sites of significance.
- Identifying protected vegetation, environmentally sensitive areas and client-specific restrictions.
- Confirming wildlife management requirements and implementing fauna relocation controls where required.
- Confirming all required client approvals, environmental approvals and permit conditions have been identified and incorporated into the work activities.
- Establishing and clearly delineating the approved work area and exclusion zones.
- Completing site-specific risk assessments and pre-start requirements.

2. Verify Competency and Equipment

Only competent and authorised personnel shall undertake clearing activities using suitable plant and equipment.

Prior to commencing work:

- Operators shall be trained and competent in the equipment being used.
- Plant and equipment shall be inspected in accordance with company pre-start inspection requirements.
- Defects affecting safe operation shall be reported and rectified prior to use.
- Required risk assessments, Take 5 assessments and project documentation shall be completed.

Typical equipment used for clearing activities may include:

- Dozer
- Excavator
- Mulcher
- Posi-Track or Skid Steer Loader

Pre-start Inspection for equipment used. If phone signal is low, please complete paper version and email a copy to inspections@mckgroup.com.au once you are in a better signal service area.

Personal Risk Assessment booklet/app. If phone signal is low, please complete paper version and email a copy to dockets@mckgroup.com.au once you are in a better signal service area.

JHA (if required activities outside this procedure)

3. Trees Required Clearing Under 150mm Diameter

Where vegetation or trees under approximately 150mm diameter require removal, operators shall use the following method:

- Observe vegetation and identify the natural lean and intended direction of fall.
- Confirm the area is clear of personnel, plant and obstacles.
- Push Tree in the desired direction you require to mulch.
- Position vegetation to allow safe mulching operations.
- Travel forward over the top of the tree with the mulching head maintained low to the ground.
- Reverse over the tree with the mulching head maintained low to mulch material into the ground.

4. Trees Required Clearing Over 150mm Diameter

Where trees greater than approximately 150mm diameter require removal, operators shall use the following method:

- Observe the tree and identify the natural lean and intended direction of fall.
- Confirm the area is clear of personnel, plant and obstacles.
- Position plant to safely control the direction of fall.
- Rip around the base of the tree using the dozer or excavator.
- Push the tree in the intended direction.
- Stack cleared material in designated locations for mulching, disposal or other approved treatment.

5. Monitor and Review Clearing Activities

Clearing activities shall be continuously monitored to ensure work remains safe and compliant with environmental and operational requirements.

This shall include:

- Maintaining exclusion zones around operating plant and falling vegetation.
- Monitoring changing site conditions, weather and ground stability.
- Protecting environmentally sensitive areas and approved vegetation exclusion zones.
- Stopping work immediately if cultural heritage items, protected vegetation, wildlife concerns or unidentified services are encountered.
- Reporting incidents, hazards, environmental events and damage in accordance with company reporting requirements.

Records

The following records may be retained where relevant to clearing activities.

Record	Responsibility	Retention Location
Plant Pre-Start Inspection Records	Operator	Plant Records
Take 5 Risk Assessments	Employees and Contractors	Site Records / IMS
Incident and Hazard Reports	Employees and Supervisors	Incident Records
Training and Competency Records	Administration	Training & Competency Register

Related Information

- Vegetation Clearing and Mulching SWMS
- HS-PR-001 Risk Assessment Procedure
- HS-PR-003 Take 5 Risk Assessment Procedure
- HS-PR-005 Incident Investigating & Reporting Procedure
- IMS-MP-002 Health Safety Environmental Management Plan
- Training and Competency Register
- MCK Group App
- Work Health and Safety Act 2011 (Qld)
- Work Health and Safety Regulation 2011 (Qld)
- Environmental Protection Act 1994 (Qld)
- Biosecurity Act 2014 (Qld)

Review and Revision

This procedure shall be reviewed every two years or earlier following legislative changes, incidents, audit findings, organisational changes or identified improvement opportunities.