

Safe Work Method Statement

Safe Operation of Vehicle-Loading Cranes



Project Details

Job Description & Location:

Safe Operation of HIAB Loader Crane (3.5 Tonne)

Contacts:

Contact 1 – 0417 710 806
Contact 2 - 888 888 888
Contact 3 - 888 888 888

Person responsible for implementing, reviewing and monitoring this SWMS: Contact 4 – 0417 710 806

Qualifications & Training:

General site induction
Daily toolbox meeting
Competent and trained workers
General Construction Induction Card (Blue or White)
Licenced or site competent plant operators.
(3.5 tonne no crane licence required)

Relevant Legislation & Information:

Work Health & Safety Act 2011
Work Health & Safety Regulations 2011
Mobile Crane Code of practice 2006 Chapter 16. Vehicle loading crane.
AS 1418.10 – Cranes, hoists and winches – Part 10: Mobile Elevating Work Platforms.
Electrical safety code of practice 2020

PPE / Safety Equipment / Signage / Tags:

- Steel cap safety boots
- Safety glasses
- Safety gloves
- Long sleeve, high visibility clothing
- Other PPE for specific tasks will be identified in controls

Plant & Equipment:

Mack / XS 099 HIDUO / Serial Number>
*Crane Truck
*Slings
*Hole Borer
*Excavator
*Compactor
*Elevated Platform (if installing solar panel after the poles are in place)

Relevant Parties

Person Conducting Business or Undertaking Name:
Brendan McKenna Earthmoving Pty Ltd.
ABN: 94 163 887 563 Address: 11 Montego Ct, QLD 4037
Phone: 0417 710 806
Principal Contractor:
HQ Plantations Pty Ltd
ABN: 25 142 448 977 Address: Red Road, Beerburrum QLD 4517
Phone: 07 5438 6666

Emergency Planning & Rescue Procedures:

HS-PR-005 V1.1 & HS-MP-002 V1
In the event of an incident or emergency, work must stop immediately, and the Brendan McKenna Earthmoving Pty Ltd Incident Management and Emergency Management Policy and Procedure must be followed. This SWMS must be reviewed and amended before work recommences to ensure that the incident cannot occur again.

High Risk Work Activities:

Identify which high risk work activities are part of this task.
*Unloading Poles off truck
*Installing Poles
*Fatigue
*Manual Handling
*Elevated Platform (if required)
*Boring 1.5m Hole

Safety Data Sheets:

Insert any Safety Data Sheets required for the job here (make sure to attach copies)

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Job Step	Potential Hazards	Safety Control Measures	Persons Responsible
Pre-Start Checks	- Unregistered or defective crane - Incorrect tyre pressures - Unsafe or defective equipment - Insufficient inspections	- Pre-start plant inspection to be conducted prior to arrival onsite, crane truck to be checked on Plant inspection form online @ https://form.mckgroup.com.au/machine-pre-start - Ensure all daily and weekly service checks are completed prior to work beginning. - Ensure that all safety devices are working and set correctly prior to conducting work. - Ensure that all communication equipment e.g., radios, whistles are fully charged and operational prior to conducting work. - All defects to be repaired before crane truck commences work. - All fire extinguishers and first aid kits to be checked and logged. - Ensure that crane truck operator check that the tyre pressures are kept to the manufacturer's specifications. - Ensure that all lifting gear has been tested and inspected as per current relevant legislation prior to use (e.g., internal inspection every 3 months and external annual inspection / testing of all equipment) - If any maintenance is conducted on lifting equipment that will affect the structural integrity of the equipment, an external inspection / test must be conducted prior to using the equipment. - Ensure that crane truck maintenance has been conducted as per manufacturer's instructions. - Details of all service history and maintenance must be recorded in the crane truck logbook, and a copy must be always kept with the crane. - Ensure that the crane truck has passed its annual crane safety inspection (e.g., Crane safe inspection) and 10-year inspection conducted by an accredited assessor prior to operation	- Site Supervisor - Safety Officer - Crane Truck Operator
Pre-Start Checks <i>- continued</i>	Personnel unfit for work e.g. fatigued, under the influence of drugs or alcohol	- As per Brendan McKenna Earthmoving Pty Ltd Drug and Alcohol Policy, it is unacceptable for employees to work under the influence of drugs or alcohol. - If a person is suspected to be under the influence of drugs or alcohol, they will be immediately removed from site	- Site Supervisor - Safety Officer
	- Incompetent crane truck operator - Unlicensed crane truck operator	- Ensure that crane truck operator is certified and carries their relevant high risk work licences / general construction induction cards (blue or white card) - Ensure that a verification of competency has been conducted for the crane truck operator	- Site Supervisor - Safety Officer - Crane Truck Operator

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Job Step	Potential Hazards	Safety Control Measures	Persons Responsible
	- Missing or incorrect safety equipment - Incorrect safety equipment and PPE	- Ensure that the crane truck operator checks that all necessary safety equipment is with the crane truck and in good working order prior to arrival onsite e.g. radios, fall arrest equipment etc. - Ensure that crane truck operator utilises all safety equipment and PPE outlined in the Project Details section of this SWMS – that is: - Long sleeve, high visibility clothing - Steel cap boots - Gloves - Safety glasses - Suitable hearing protection for the level and duration of noise - Fire Extinguisher - Hard hat - Fall arrest (when required) - Radios	- Site Supervisor - Safety Officer - Crane Truck Operator
Arrive at work site and conduct Site Assessment	- Traffic: Vehicles, Cyclists, Pedestrians - Injury to workers or the public - Damage to plant & equipment	- When possible, call client before arrival to site and arrange access to the site and traffic controls where applicable. - Select appropriate location for workers, plant & equipment. - Adhere to all public road rules. - Adhere to all traffic management plans/signs etc. in place. - If necessary, deploy interim traffic and pedestrian management (hazard warning lights, safety cones & bollards etc.) - If necessary, implement full traffic control and pedestrian management, spotters etc. - Where possible, organise workflow so that crane truck does not have to reverse – e.g. utilise turn around bays	- Site Supervisor - Safety Officer - Crane Truck Operator
	Workers & client unfamiliar with work procedures, scope of work, SWMS etc.	- Ensure that crane truck operator is inducted and signed onto this Safe Work Method Statement - Ensure that crane truck operator is inducted to site specific induction (if required) - Ensure Crane Truck operator is made aware of site emergency procedures. - Pre-job site assessment to be completed by crane truck operator prior to plant / equipment being unloaded and works commencing. - Client to read, understand, agree with, and sign off on the pre-job site assessment prior to works commencing	- Site Supervisor - Safety Officer - Crane Truck Operator - Client Supervisor

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Job Step	Potential Hazards	Safety Control Measures	Persons Responsible
Arrive at work site and conduct Site Assessment - continued	- Workers & client unfamiliar with work procedures, scope of work, SWMS etc. - continued	- Work to be continually monitored for any additional hazards and to ensure that existing safety controls are adequate. - If any additional hazards are identified, client supervisor and Brendan McKenna Earthmoving Pty Ltd operations manager must be informed immediately. New control methods must be implemented to eliminate the hazard/s or minimise the risk of the hazard/s. The hazard/s and control methods must be recorded on this SWMS. Crane truck operator and the client must then read, understand, agree with, and sign off on this SWMS prior to work commencing. - Client supervisor and Brendan McKenna Earthmoving Pty Ltd operations manager to be informed immediately of any hazards onsite. - Overhead and underground services and safe approach distances checked for workers, mobile plant, and vehicles. - Ensure that all personnel are made aware of and have a clear understanding of the scope of works and the method of works to be conducted	- Site Supervisor - Safety Officer - Crane Truck Operator
	Weather e.g. high winds, rain, lightning, etc.	- Where possible ensure that work is avoided / stopped in high winds, storms etc. - During adverse weather, ensure that ground conditions are stable enough and will remain stable for the task. - Ensure that wind speeds are checked before lifting commences. - Ensure that crane truck operator checks the cranes load chart and/or operator's manual and are aware of the wind limitations and shutdown point.	- Site Supervisor - Safety Officer - Crane Truck Operator
Arrive at work site and conduct Site Assessment - continued	- Weather e.g. high winds, rain, lightning, etc. - continued	- Stop work if the wind speed exceeds manufacturers specifications. - If lightening is anticipated, stop work, and lower the load to the ground. If possible lower the boom to the ground. Engage the brakes and locks and stop the crane truck. Advise all personnel to stay away from the area around the machine. - All actions are to cease if weather conditions are severe or if the crane truck operator deems it is unsafe to lift.	- Site Supervisor - Safety Officer - Crane Truck Operator
	Weather e.g. heat stress, dehydration, sunburn, UV Radiation, Skin Cancer	- Ensure that workers are provided with shaded areas for breaks. - Ensure that workers are provided with a plentiful supply of drinking water. - Use alternative methods to complete the task e.g. use mechanical aids to reduce physical demands of work.	- Site Supervisor - Safety Officer - Crane Truck Operator

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		- Where possible, rotate workers between hotter and cooler conditions. - Where possible, provide shaded areas for workers to operate in - Ensure that work areas are well ventilated. - Pre-hydrate before work commences. - Maintain hydration during work by drinking fluids at a faster rate than they are being lost through sweat or other means. E.g. in summer workers exposed to heat stress should drink between 600ml – 1L of water per hour	
Arrive at work site and conduct Site Assessment - continued	- Weather e.g. heat stress, dehydration, sunburn, UV Radiation, Skin Cancer - continued	- Drink 150-250ml of fluids every 15 minutes rather than drinking larger amounts of water every hour. - Increase fluid intake if your urine becomes dark. The normal colour of urine is pale yellow. - If heat stress symptoms occur: - Stop all strenuous activity and rest quietly in a cool place. - Increase fluid intake using cool water. - Lay the person in the shade. - Remove outer clothing (e.g. Hard hat, boots, shirt) - Fan vigorously to cool down. - Seek medical attention if cramps continue for more than one hour. - Ensure that workers are provided with and utilize safety equipment e.g. sunglasses, long sleeve clothing, sunscreen	- Site Supervisor - Safety Officer - Crane Truck Operator
	Noise hazards e.g. hearing loss, increased blood pressure, increased heart rate, stress	- Where possible ensure that noisy plant and machinery is isolated from majority of persons in the area - Rotate workers who are exposed to noise sources. - Ensure that workers are supplied with and utilize hearing protection that is suitable for the level and duration of noise	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Plant and equipment incorrect for task. - Incorrect use of plant and equipment	- Where possible ensure that Brendan McKenna Earthmoving Pty Ltd Site Supervisor calls client before lift to discuss job to obtain information that will ensure correct plant and equipment is utilised. - Where possible ensure that Brendan McKenna Earthmoving Pty Ltd Site Supervisor visits site before the job commences to conduct a site inspection to work out what plant and equipment is required	- Site Supervisor - Safety Officer - Crane Truck Operator

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Arrive at work site and conduct Site Assessment - continued	- Plant and equipment incorrect for task. - Incorrect use of plant and equipment - continued	- Information required includes weight of items to be lifted, radius of lift, ground conditions, overhead hazards, access for plant and equipment, traffic control requirements. - If necessary, ensure that a lift plan is developed by a competent person for the lift. - Ensure that crane truck operators are familiar with the plant and equipment being used e.g. crane charts, indicators, limitations, controls etc. - Ensure that crane truck operator never attempts to operate the crane truck outside its capacity (WLL) - Ensure that the crane truck operator conduct a radius check and use / adhere to crane truck warning devices. - Ensure that the cranes radius and boom configuration are set as per manufacturers specifications and capacity chart for the activity and weights to be lifted. - Ensure that only certified and tested / inspected lifting equipment is used and do not utilise any lifting equipment that does not have a rated lifting capacity e.g. do not use unrated drums with holes cut in the sides to lift materials – a certified block cage or materials cage must be used instead. - Ensure that all manufacturer's instructions are followed whenever using safety and lifting equipment	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Mobile phone usage - Distracted workers - Loads not being directed safely. - Loads incorrectly rigged up and secured	- Mobile phone usage is prohibited at any time whilst operating the crane truck, during the rigging of loads and equipment and at any time the crane truck has a load on the hook. - Ensure that there are no unwarranted distractions that may affect the safe lifting and crane truck operation procedures	- Site Supervisor - Safety Officer - Crane Truck Operator
Arrive at work site and conduct Site Assessment - continued	- Mobile phone usage - Distracted workers - Loads not being directed safely. - Loads incorrectly rigged up and secured - continued	Ensure that only trained, competent and licenced persons operate the crane truck	- Site Supervisor - Safety Officer - Crane Truck Operator

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	- Insufficient Lighting - Poor visibility	- Ensure that there is adequate lighting to perform the task prior to commencing work. - Provide sufficient lighting when visibility is poor. - All actions are to cease if there is insufficient lighting or poor visibility, or if the crane truck operator deems it is unsafe to work.	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Missing or incorrect safety equipment - Incorrect safety equipment and PPE	- Ensure that crane truck operators utilise all safety equipment and PPE outlined in the Project Details section of this SWMS – that is: - Long sleeve, high visibility clothing - Steel cap boots - Gloves - Safety glasses - Suitable hearing protection for the level and duration of noise - Fire Extinguisher - Hard hat - Fall arrest (when required) - Radios	- Site Supervisor - Safety Officer - Crane Truck Operator
Prepare crane truck for lifting	- Uneven ground - Hazardous ground conditions - Underground Services - Electrocution - Damage to property or plant. - Crane truck tip over	- Ensure that crane truck operator checks and assesses the ground conditions prior to conducting lifts. Check for boggy ground, steep ground etc. - Ensure that the crane truck operator checks the area for underground services e.g. communication cables,	- Site Supervisor - Safety Officer - Crane Truck Operator
Prepare crane truck for lifting. - <i>continued</i>	- Uneven ground - Hazardous ground conditions - Underground Services - Electrocution - Damage to property or plant. - Crane truck tip over - continued	electrical cables, sewerage etc. prior to setting up the crane. (e.g. by contacting “Dial before you dig”) - Wherever possible, ensure that the crane truck only travels over and lifts on compacted, stable ground. - Ensure that the crane truck does not travel over underground services. - Ensure that all manufacturer’s instructions and specifications are followed during set up of the crane truck. - Ensure that outriggers are set up as per manufacturers specifications. - Ensure that base timbers of any packing are closely packed and cover as large an area as is necessary to safely transmit their load to the ground. - Ensure that damaged timbers are not used.	- Site Supervisor - Safety Officer - Crane Truck Operator

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		- Ensure that timbers are level and in full contact with the ground. - Ensure that outriggers cover packing or bog mats / outrigger pads	
	- Overhead Obstructions - Electrocution	- Ensure that the crane truck operator checks the area for overhead obstructions and hazards. - If powerlines are present, ensure that the crane truck operator establishes and maintains an exclusion zone as per the relevant and current legislation e.g. workers and plant should maintain an exclusion zone of 3 meters around live overhead power lines of up to 132kV. - Greater exclusion zones apply to high voltage lines (6-8 metres depending on the voltage. Ensure that relevant legislation is consulted and adhered to prior to lift. - When establishing exclusion zones, ensure that the crane truck operator allows for sway and sag of	- Site Supervisor - Safety Officer - Crane Truck Operator
Prepare crane truck for lifting. <i>- continued</i>	- Overhead Obstructions - Electrocution <i>- continued</i>	overhead lines. Sway is usually caused by wind and sag occurs when the temperature of the line fluctuates. - Ensure that spotters and electrical spotters are utilised where required. - Ensure that exclusion zones are programmed into the crane where possible to prevent the crane slewing into exclusion zones. - Ensure that appropriate permits are obtained whenever required	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Crushing, pinching injuries - Collisions - Damage to property or plant. - Fall from heights	- Never place your hands, arms, legs or head inside any areas which could result in pinching or crushing at any time. - Ensure that a spotter is utilised to direct crane truck whenever moving onsite. - Ensure that all PPE specified in the Project Details section of this SWMS is used at all times. - Ensure that three points of contact are maintained at all times when climbing onto and off the crane	- Site Supervisor - Safety Officer - Crane Truck Operator
	Unauthorized persons entering work zone	- Where possible, ensure that a work exclusion zone is established and maintained around the works. - Ensure that spotters are utilised where required.	- Site Supervisor - Safety Officer - Crane Truck Operator

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Job Step	Potential Hazards	Safety Control Measures	Persons Responsible
		Ensure that non-essential personnel are kept out of the work exclusion zone at all times	
	- Lack of communication between truck operator and others onsite - Personnel unaware of scope of works	- Ensure that crane truck operators are aware of the whereabouts of all ground personnel at all times. If in doubt, ensure that work stops until it is safe to continue. - Ensure that crane truck operator and all persons involved with or affected by the lifts are kept informed of any changes to the scope of works at all times	- Site Supervisor - Safety Officer - Crane Truck Operator
Prepare crane truck for lifting. <i>- continued</i>	- Lack of communication between truck operator and others onsite - Personnel unaware of scope of works - continued	All communication and instructions must be clear and concise (voice, radio, and whistle) and combined with visual instructions wherever possible (hand signals, line of sight)	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Missing or incorrect safety equipment - Incorrect safety equipment and PPE	- Ensure that crane truck operators utilise all safety equipment and PPE outlined in the Project Details section of this SWMS – that is: - Long sleeve, high visibility clothing - Steel cap boots - Gloves - Safety glasses - Suitable hearing protection for the level and duration of noise - Fire Extinguisher - Hard hat - Fall arrest (when required) - Radios	- Site Supervisor - Safety Officer - Crane Truck Operator
Crane operations – loading and unloading truck	- Unplanned movement of load - Crane tip-over - Crane operating outside lifting capacity	- Ensure that crane truck operators operate the crane within its safe working limit and safe working radius at all times. - Ensure that crane truck operator remains in a safe location whilst operating the crane remotely. - Ensure that the crane truck operator uses the minimum boom length possible and keep the load as low to the ground as possible at all times. - Ensure that crane truck operator does not operate the crane outside of its safe working limits at any time.	- Site Supervisor - Safety Officer - Crane Truck Operator

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		• Ensure that a tag line is used whenever required to help control unplanned movement of loads	
Crane operations – loading and unloading truck. <i>- continued</i>	• Unplanned movement of load • Crane tip-over • Crane operating outside lifting capacity - continued	• Use adequate rubber sling protection devices to protect slings in any lift where the sling comes in direct contact with the edge or corner of its load. • When lifting, lowering, and placing loads, ensure that the park brake is applied to eliminate unintentional movements	• Site Supervisor • Safety Officer • Crane Truck Operator
	• Crushing, pinching injuries • Collisions • Damage to property or plant	• Never place your hands, arms, legs or head inside any areas which could result in pinching or crushing at any time. • Ensure that a spotter is utilised to direct crane truck whenever moving onsite. • Ensure that all PPE specified in the Project Details section of this SWMS is used at all times. • Ensure that all manufacturer's instructions and specifications are followed during operation of the crane truck. • Ensure that crane truck operator is aware of the whereabouts of all ground personnel at all times. If in doubt, ensure that work stops until it is safe to continue. • Ensure that all ground personnel keep clear of plant blind spots at all times. • Ensure that when approaching the crane truck, ground personnel make eye contact with the operator and confirm contact has been made by way of a hand gesture to ensure that operator is aware of their location. • Prior to approaching the crane truck, ensure that it has come to a complete stop and the load has been lowered where possible. • Ensure that no persons walk under a suspended load at any time	• Site Supervisor • Safety Officer • Crane Truck Operator
Crane operations – loading and unloading truck. <i>- continued</i>	• Crushing, pinching injuries • Collisions • Damage to property or plant. - continued	• Ensure that crane truck operator never lifts a load over persons at any time. • Where possible, lifting loads over public access areas such as footpaths, roads, highways, railways, waterways, buildings etc. must be avoided. If lifting over these areas cannot be avoided, appropriate control measures (e.g. exclusion zones, suitable designed gantries, spotters, traffic control etc.) must be put in place and maintained	• Site Supervisor • Safety Officer • Crane Truck Operator

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	Lack of communication between crane truck operator and others onsite	- Ensure that the crane truck operator maintains communication all other persons onsite that may be affected by the crane lift. - Ensure that crane truck operator and all persons involved with or affected by the lifts are kept informed of any changes to the scope of works at all times. - All communication and instructions must be clear and concise (voice, radio, and whistle) and combined with visual instructions wherever possible (hand signals, line of sight)	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Overhead Obstructions - Electrocution	- Ensure that all controls for overhead obstructions that were put in place whilst setting up the crane are maintained. - Ensure that the crane truck operator does not operate the crane in any position where the machine or load can come within the restricted zones of overhead powerlines (e.g. 3M of overhead powerlines up to 133kV and 8m of overhead powerlines above 133kV). - Crane truck operator to be on constant guard against the boom of the crane, chains and loads coming into close proximity with powerlines.	- Site Supervisor - Safety Officer - Crane Truck Operator
Crane operations – loading and unloading truck. <i>- continued</i>	- Overhead Obstructions - Electrocution - continued	- Ensure that dedicated electrical spotter is utilised whenever required. - Ensure that crane truck operator uses extra caution and slower speeds when operating near overhead powerlines and hazards to ensure full control of the hook or load. - If closer proximity to powerlines is required, ensure that the following controls are put in place: - Dedicated electrical spotter put in place. - De-energise powerlines whenever possible. - Re-routing of powerlines whenever possible	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Incorrect or unsuitable equipment - Incorrect use of equipment	- Ensure that any controls, plans, or instructions that were put in place during the inspection stage of works are followed and maintained at all times. If changes to the job are required, they must be approved by Brendan McKenna Earthmoving Pty Ltd operations manager and any changes must be reflected on the lift plan. - Ensure that crane truck operators are familiar with the plant and equipment being used e.g. crane charts, indicators, limitations, controls etc. - Ensure that crane truck operator never attempts to operate the crane outside its capacity (WLL)	- Site Supervisor - Safety Officer - Crane Truck Operator

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		- Ensure that the crane truck operator conducts a radius check and uses / adheres to crane warning devices. - Ensure that only certified and tested / inspected lifting equipment is used and do not utilise any lifting equipment that does not have a rated lifting capacity e.g. do not use unrated drums with holes cut in the sides to lift materials – a certified block cage or materials cage must be used instead. - Ensure that loads of loose items e.g. scaffold clips, are lifted using properly constructed boxes or cages	
Crane operations – loading and unloading truck. <i>- continued</i>	- Incorrect or unsuitable equipment - Incorrect use of equipment	branded with the Safe Working Load (SWL) and that are currently inspected / tested as per legislation. Ensure that all manufacturer's instructions are followed whenever using safety and lifting equipment	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Missing or incorrect safety equipment - Incorrect safety equipment and PPE	- Ensure that crane truck operators utilise all safety equipment and PPE outlined in the Project Details section of this SWMS – that is: - Long sleeve, high visibility clothing - Steel cap boots - Gloves - Safety glasses - Suitable hearing protection for the level and duration of noise - Fire Extinguisher - Hard hat - Fall arrest (when required) - Radios	- Site Supervisor - Safety Officer - Crane Truck Operator
	- Rubbish or discarded materials. - Slip, trip and fall hazards	- Ensure that all work areas are maintained in a tidy and safe manner at all times. - Dispose of all rubbish in specified industrial bins. - All surplus dunnage, timber etc. to be neatly stacked clear of work areas or placed in the industrial bins	- Site Supervisor - Safety Officer - Crane Truck Operator

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Transportation of load	• Unsecured load • Falling objects • Crushing • Load movement / falling off vehicle	• Ensure that the safe vehicle mass is not exceeded with loading of materials. • Ensure that loads are covered whenever necessary. • Ensure that loads are strapped down securely by a competent person to eliminate the possibility of loads shifting	• Site Supervisor • Safety Officer • Crane Truck Operator
Transportation of load - <i>continued</i>	• Unsecured load • Falling objects • Crushing • Load movement / falling off vehicle <i>continued</i>	• Ensure that all equipment used to secure loads is routinely inspected. • Ensure that wide loads are flagged correctly as per the legislation whenever required	• Site Supervisor • Safety Officer • Crane Truck Operator
	• Crushing • Vehicle collisions	• Ensure that crane truck operator follows all traffic and road rules at all times. • Ensure that crane truck operator wears a seat belt at all times whilst in transport. • Ensure that when entering and exiting work sites that all site rules and site traffic management plans are always adhered to	• Site Supervisor • Safety Officer • Crane Truck Operator
Chemical Hazards (Refuelling, burst hydraulic hoses etc.)	• Contamination of the environment • Slip hazards	• Never refuel within 20m of any waterway • Ensure that all MSDS's are available in the crane and read for all hazardous chemicals in use. • Ensure that all PPE listed in MSDS's are used. • If any chemical spills occur, earth bunding must be placed immediately around spill area. • Utilise spill kits with absorbent material to soak up the spillage. • Area around spill is to be isolated as soon as possible. • Ensure that a licensed waste management body are used to dispose of fluids / waste	• Site Supervisor • Safety Officer • Crane Truck Operator

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Monitoring, Review & Communication Process

Monitoring

Brendan McKenna Earthmoving Pty Ltd management must monitor this SWMS continuously. Management and Supervisors must ensure that all control measures outlined in the Safe Work Method Statement section above are being followed and put in place. This is achieved by:

Utilizing safety inspections

- Ensuring that competent supervisors monitor all work being conducted to make sure that all control measures are being followed.
- Training supervisors to continuously monitor for and report potential hazards.
- Training workers to continuously monitor for and report potential hazards.
- Management continuously monitoring for potential hazards and implementing/communicating controls where possible when hazards are found or reported.

Review

Brendan McKenna Earthmoving Pty Ltd management must review this SWMS periodically to ensure it remains relevant. This is achieved by:

- Management reviewing this SWMS at least once every six (6) months to ensure that controls remain relevant and to ensure that any new hazards have been assessed.
- Management inspecting the work being conducted to ensure that controls remain relevant.
- Conducting pre-start meetings or "Toolbox talks" to discuss this SWMS, potential hazards, and control measures with workers.

In The Event of An Incident or Emergency

In the event of an incident or emergency, work must stop immediately, and the Brendan McKenna Earthmoving Pty Ltd Incident Management and Emergency Management Policy and Procedure must be followed. This SWMS must be reviewed and amended before work recommences to ensure that the incident cannot occur again.

Communication

This SWMS must be communicated at a pre-start meeting before work commences. Workers must be given the opportunity to discuss controls which are listed in this SWMS and be allowed time to discuss any further controls which they feel are necessary.

Finally, workers must sign below to state that they have been instructed in this SWMS, understand all hazards involved with the work and are comfortable with all of the control measures that must be implemented and followed.

If any changes are made to this SWMS, they must be communicated to workers and the communication sheet below must be re-signed by all persons involved with the job.

Additional Controls to Be Put in Place After Consultation with All Relevant Workers

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Revision History (This SWMS must be revised at least once every six months)

Revision	Date Revised	Description of Changes	Revised By	Signature	Next Revision Date
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1	21/05/24	Document Creation	Leanne	L Bergin	21/05/26
1	25/05/24	Document Review & Approval by Brendan McKenna	Brendan	B McKenna	
1	25/05/24	initial Consultation with Ron Broadhurst	Ron	R Broadhurst	
	07/09/26	Logo Change	Leanne	L Bergin	07/09/28

Communication / Acknowledgement Sheet

Name	Signature	Date	Company	Position	Licence / Ticket Numbers

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