Tipping - Runout - TIP-SWMS-006

Details

A SWMS is a risk assessment tool that provides you with the work methodology required to complete a job safely.

Business Unit	Logistics – Tippers	**Date**	27/03/2025	**SWMS No**	TIP-SWMS-006
Site/Location	Multiple	**Review Date**	27/03/2027	**Version**	1.0

Work Activity

Tipping - Runout

Plant and Equipment to be Used

Rigid Truck, Truck and Dog
Overhead Power lines Alarm
Maxi park brake alarm
UHF Radio
Correct site PPE

- High Visibility clothing
- Long Pants & Sleeves
- Hard Hat
- Safety Glasses
- Gloves - in operational areas
- Safety boots
- Hearing protection - if required

Competencies and Qualifications

Applicable HV drivers licence
Internal Boral Driver Assessment
Take 5 training
Power lines awareness training
Training in TIP-SOP-004 - Loading a Tipper (Rigid Truck, Truck and Dog, Prime Mover and Live Bottom Trailer)
Training in TIP-SOP-006 - Tipping-Runout
Training in TIP-SOP-001 - Create Safe Work Zone
Training in TIP-SOP-008 - Dog Trailer Disconnect/ Connect air operated ring feeder
Training in TIP-SOP-012 - Removal of Rocks

Relevant Legislation and/or Guidance Material:

Work Health and Safety Act 2011
Work Health and Safety Regulation 2017

NOTE:

Access to bodies is strictly prohibited

Work Method

The work method explains the steps to carry out the process, hazards associated with the work and what controls are to be in place to complete it safely.

Step No.	What is the Task Involved?	What are the Hazards?	Initial Risk			What Controls must be used?	Residual Risk			Who is Responsible?
			C	L	R		C	L	R	
1	Arrive at site and contact site personnel	- Restricted access to site - Unable to make contact with site - Incorrect address - No parking on site - Entry & exit not suitable	3	2	M	- If access is restricted, contact site personnel for further instructions - Ensure to contact site personnel before tipping and ensure to receive clear instructions where to tip - Ensure to park legally on the road - Ensure to check your docket prior to leaving loading site - Ensure with site personnel to have clear entry and exit to the site	3	1	L	Driver
2	Inspecting the tipping location	- Uncontrolled vehicle movement - Maxi park brake alarm not working - Fall when exiting cabin of truck or walking on uneven ground - Other trucks tipping - Other plant machinery - Overhead powerlines - Overhead obstruction - Uneven ground - Soft ground - Excavations, trenches	3	3	H	- Ensure maxi park brakes are applied - Ensure maxi brakes alarm is working on pre-start checks - Ensure to maintain 3 points of contact and face the cab when exiting and entering the vehicle - Follow tipper exclusion zone 5m to the front & rear, 15m to the sides - Refer to Overhead Power Lines Awareness training - Ensure firm and level ground prior to tipping - If in doubt do not tip, contact site personnel or supervisor if required	3	1	L	Driver

Step No.	What is the Task Involved?	What are the Hazards?	Initial Risk			What Controls must be used?	Residual Risk			Who is Responsible?
			C	L	R		C	L	R	
3	Tipping	- Tailgate not open - Tarps not opening - Grain locks engaged - PTO not working - Low hydraulic oil - Body not going up straight - Tailgate hitting drawbar when tipping truck - Blown hydraulic hose - Dolly not straight - Driving with body up	3	3	H	- Ensure the tailgate is open by checking tailgate arm indicator, tailgate light where fitted, auto tarp retracting where fitted and product flow. If no product flow, stop tipping immediately and walk out to visually check if tailgate unlocked. - If tailgate still not open or body not raising due to low/no hydraulic oil, refer to maintenance reporting system and report to site personnel - Ensure the body is going up straight - Ensure the dolly axles are aligned straight with the rear of the dog trailer (bogey axles) - Ensure to lower truck body after the load has been fully discharged	3	1	L	Driver
4	Clean up	- No bannister brush - Manual handling - Stuck material in drawbar, between dual wheels - Stuck material to inside the tailgate - Trip hazards	3	2	M	- Gloves must be worn in all operational areas - Ensure to use bannister brush - Ensure to clean up in designated areas - Set up Safe Work Zone if required - Refer to TIP-SOP-0012 - Removal of Rocks for Seaham Quarry - If unable to remove rock with minimal force. Contact maintenance for further instructions - Ensure eyes and mind on task - Ensure safety boots are laced/zipped up	3	1	L	Driver
5	Exit site	- Interaction with mobile equipment/heavy vehicle/pedestrians	3	2	M	- Ensure positive communications with all vehicle operators - Be aware of your surroundings - Drivers to adhere to site TMP and road rules when exiting the site	3	1	L	Driver

Prepared By / Review Team			
Name	**Position**	**Signature**	**Date**
Marko Kasap	Driver Trainer / Safety Committee Member		27/03/2025
Devin McNab	Safety Committee Member		27/03/2025
William Russell	Safety Committee Member		27/03/2025

Authorisation		
I have checked this Safe Work Method Statement (SWMS) and confirm that it is authorised for use.		
Person supervising the work ***(e.g. Manager, Supervisor, Team Leader, Leading Hand, Works Controller, Service Provider)***	**Signature**	**Date**
Jeremy Wee		27/03/2025

TABLE 1: Qualitative Measurement of the Maximum Credible Outcome of an Event		
Value	**Description**	**Impact**
1	**Incidental**	**Health:** Illness or effect with limited or no impact on ability to function – no treatment necessary. **Safety:** Injury that does not require any treatment. **Environment:** No discernible impact on or measurable impairment of habitat, species or natural environment (air, water, land). **Property Damage:** Very minor damage akin to 'fair wear and tear' - not requiring rectification for ongoing use. **Regulatory:** No risk of penalising actions, for example regulatory site visit where all observation where rectified immediately with no formal outcome. **Community/Reputation:** Isolated complaint from a local individual. **Quality:** Minor incident with no resulting impact on the customer.
2	**Minor**	**Health:** Mild illness or health effect and/or some functional impairment that needs some treatment but is usually easily managed, medically. **Safety:** Injuries requiring competent first aid, treatment by a medical professional or as a hospital outpatient and typically no time lost (i.e. FAIs and most MTIs). **Environment:** Minor and measurable impact on habitat, species or natural environment. **Property Damage:** Minor damage which does not impede serviceability but requires repair. **Regulatory:** Low risk of penalising action and any intervention is limited to a non- binding observation or written inspection report. **Community/Reputation:** Multiple complaints at a local level. **Quality:** A customer complaint or incident resulting in a potential or actual claim (or rework) under AUD5K (e.g. credit note or product reject).
3	**Moderate**	**Health:** Illness or significant adverse health effect needing a high level of medical treatment or management. **Safety:** One or more injuries that are serious enough to result in lost time, non- permanent disabling injuries or an injury that may require non-emergency hospitalisation as an inpatient. **Environment:** Localised and measurable short-term impact on habitat, species or natural environment. **Property Damage:** Moderate damage requiring repairs before equipment can return to full service. Light Vehicle could be written off and HV/HME sustains enough damage to be unusable but able to be economically repaired. **Regulatory:** Formal intervention e.g. issuing a warning, an Improvement Notice (or similar) at a site but unlikely to escalate if complied with. **Community/Reputation:** Ongoing and sustained local complaints, broader stakeholder interest and risk of local media coverage. **Quality:** Incident that results in a potential or actual claim (or rework) of up to AUD100K and can be resolved internally (i.e. without external expert support).
4	**Major**	**Health*:** Illness or chronic exposure resulting in significant life-impacting effects. **Safety*:** Serious injuries, requiring immediate emergency hospital treatment as an inpatient, resulting in significant permanent disabling injury e.g. reduced mobility, loss of fingers or extended temporary impairment and/or extended hospitalisation. Serious/dangerous incident/occurrence (as per regulatory reporting definition). **Environment*:** Localised and measurable medium-term impact on habitat, species, or natural environment. **Property Damage:** Major damage to capital infrastructure – equipment inoperable or made unsafe for use requiring replacement or major overhaul. Shut-down of smaller site may be necessary, or HV/HME written off. **Regulatory*:** Formal, higher level intervention (including a PIN, prohibition notice or similar) with risk of further intervention at a site and risk of further interventions at other sites. Material risk of regulatory investigation or prosecution.

		Community/Reputation: Coordinated community and stakeholder action at a local and/or regional level including media coverage. **Quality:** Incident that results in a potential or actual claim (or rework) in excess of AUD100K and that generally requires external engineering or legal support.
5	**Severe**	**Health*:** Severe illness or chronic exposure resulting in fatality or significant life- shortening effects. **Safety*:** Fatality or life threatening injuries, or resulting in substantial life changing permanent disability e.g. blindness, loss of hand(s), limbs or use of limbs. **Environment*:** Extensive and measurable medium to long-term impact on habitat, species, or natural environment. **Property Damage:** Severe damage to capital infrastructure – multiple equipment requiring replacement or requiring a shutdown and overhaul of a major site. **Regulatory*:** Formal, higher level intervention (e.g. prohibition notice or stop work order) at a site and risk of further interventions at other sites. Prosecution or material risk of prosecution. **Community/Reputation:** Widespread community and stakeholder opposition and/or significant negative state or national media coverage. **Quality:** Incident that may result in significant erosion of share market value or loss of reputation.

TABLE 2: Qualitative Measurement of How Likely or Probable the Consequence will Occur

Value	Description	Impact
1	Rare	The consequence is not expected in the Company / has never been heard of in the Industry.
2	Unlikely	The consequence is possible in the Company / may have occurred in the Industry.
3	Possible	The consequence is possible at a Company workplace at some time in the future (next 10 years) / has happened in the Company in the past (10 years)/occurs (yearly) within the Industry.
4	Likely	The event is probable at a site/local level in the near future (next few years) / occurs within the Company more than once a year.
5	Almost Certain	The event is expected to occur several times a year at a site / local level.

TABLE 3: Qualitative Risk Matrix – Levels of Risk

Consequence / Likelihood	Incidental (1)	Minor (2)	Moderate (3)	Major (4)	Severe (5)
Almost Certain (5)	M	H	E	E	E
Likely (4)	M	M	H	E	E
Possible (3)	L	M	H	H	E
Unlikely (2)	L	L	M	H	H
Rare (1)	L	L	L	M	M