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Inspecting – Washing Out – Tipper & Live Bottom Bodies - TIP-SWMS-003

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-003
Site/Location	Multiple	Review Date	27/03/2027	Version	1.0
Work Activity					
Inspecting – Washing Out – Tipper & Live Bottom Bodies					
Plant and Equipment to be Used			Competencies and Qualifications		
Rigid Truck, Truck and Dog, Live Bottom Semi Trailers Overhead Power lines Alarm Operational Park/Maxi Brake Door Alarm Minimum of 2 x witches hats/breakdown triangles Operational Grain Chute UHF Radio Correct site PPE <ul style="list-style-type: none">- High Visibility clothing- Long Pants & Sleeves- Hard Hat- Safety Glasses- Gloves- Safety boots			Applicable HV driver licence Internal Boral Driver Assessment Take 5 training Power lines awareness training Training in TIP-SOP-001 - 28.01.2025 - v1.0 - Create a Safe Work Zone Training in TIP-SWMS-0019 - Operating the Grain Chute of Tippers Training in TIP-OPL-0041 - Operating the Grain Chute of Tippers		
			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					



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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 to wash bay/truck body inspection area	<ul style="list-style-type: none"> - Wrong location - Collision with other vehicles or plant or pedestrians 	3	2	M	<ul style="list-style-type: none"> - Positive communications with site personnel - Ensure vehicle in correct wash out/truck body inspection area - Be aware of other vehicles/plant equipment movements - Drivers to adhere to site TMP, road rules and give way to traffic and pedestrians when entering the designated inspection/ washout area 	3	1	L	Driver
2.	Inspect the bodies for contamination	<ul style="list-style-type: none"> - Pedestrian/Plant equipment enter wash bay/truck body inspection area - Fall when exiting cabin of truck or walking on uneven ground - Vehicle roll away - Non-operational on-board cameras - Missing prop for Trout River live bottom - Non-operational tailgate door isolation switch 	3	3	H	<ul style="list-style-type: none"> - Ensure correct PPE is worn, including safety glasses and gloves - Ensure maxi park brakes are applied - Ensure laced/zipped up and clean safety boots - Ensure 3 point of contact, facing the cab when exiting and entering the cab - Ensure to stop work if pedestrians/vehicles enter wash bay/truck body inspection area - Ensure the ground surface is level and free from trip hazards - Follow maintenance procedure for non-operational cameras or missing tailgate prop or missing live bottom chain mesh-guard or isolation switch not working - No person or body between non isolated tailgate/doors and bodies 	3	1	L	Driver



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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.	Washing out the bodies	<ul style="list-style-type: none"> - Overhead powerlines or obstructions - Bodies not going up straight - Extremely windy conditions - Loose product falling out from truck bodies - Low hydraulic oil - No safety guard to the live bottom chain - Missing prop for Trout River live bottom - Non-operational tailgate/door isolation switch - Manual handling - Foreign materials (dust, water spray) 	3	3	H	<ul style="list-style-type: none"> - Ensure to stop work if pedestrians/vehicles enter wash bay/truck body inspection area - Ensure the ground surface is level and free from trip hazards - Ensure no overhead powerlines or obstructions - Stay clear minimum 2 metres from the rear of the bodies when washing out - Stay clear minimum 1 metre from the rear of the live bottom tailgate/door area when washing out - If extreme winds do not raise bodies - No person or body between non-isolated tailgate/ doors and bodies - Follow maintenance procedure for low hydraulic oil or missing tailgate prop or missing live bottom chain guard or isolation switch not working - Ensure correct manual handling techniques are used 	3	1	L	Driver
4.	Exit wash bay/truck body inspection area	<ul style="list-style-type: none"> - Raised bodies - Unlocked tailgates/doors - Collision with other vehicles or plant or pedestrians 	3	2	M	<ul style="list-style-type: none"> - Ensure bodies are down and tailgates are locked - Positive communications with site personnel - Follow traffic management plans 	3	1	L	Driver

Prepared By / Review Team



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Prepared By / Review Team

Name	Position	Signature	Date
Marko Kasap	Driver Trainer / Safety Committee Member		27/03/2025
Paul Mocher	Driver Trainer		27/03/2025
Devin McNab	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



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TABLE 1: Qualitative Measurement of the Maximum Credible Outcome of an Event

Value	Description	Impact
1	Incidental	<p>Health: Illness or effect with limited or no impact on ability to function – no treatment necessary.</p> <p>Safety: Injury that does not require any treatment.</p> <p>Environment: No discernible impact on or measurable impairment of habitat, species or natural environment (air, water, land).</p> <p>Property Damage: Very minor damage akin to 'fair wear and tear' - not requiring rectification for ongoing use.</p> <p>Regulatory: No risk of penalising actions, for example regulatory site visit where all observation where rectified immediately with no formal outcome.</p> <p>Community/Reputation: Isolated complaint from a local individual.</p> <p>Quality: Minor incident with no resulting impact on the customer.</p>
2	Minor	<p>Health: Mild illness or health effect and/or some functional impairment that needs some treatment but is usually easily managed, medically.</p> <p>Safety: Injuries requiring competent first aid, treatment by a medical professional or as a hospital outpatient and typically no time lost (i.e. FAls and most MTIs).</p> <p>Environment: Minor and measurable impact on habitat, species or natural environment.</p> <p>Property Damage: Minor damage which does not impede serviceability but requires repair.</p> <p>Regulatory: Low risk of penalising action and any intervention is limited to a non- binding observation or written inspection report.</p> <p>Community/Reputation: Multiple complaints at a local level.</p> <p>Quality: A customer complaint or incident resulting in a potential or actual claim (or rework) under AUD5K (e.g. credit note or product reject).</p>
3	Moderate	<p>Health: Illness or significant adverse health effect needing a high level of medical treatment or management.</p> <p>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.</p> <p>Environment: Localised and measurable short-term impact on habitat, species or natural environment.</p> <p>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.</p> <p>Regulatory: Formal intervention e.g. issuing a warning, an Improvement Notice (or similar) at a site but unlikely to escalate if complied with.</p> <p>Community/Reputation: Ongoing and sustained local complaints, broader stakeholder interest and risk of local media coverage.</p> <p>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).</p>
4	Major	<p>Health*: Illness or chronic exposure resulting in significant life-impacting effects.</p> <p>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).</p> <p>Environment*: Localised and measurable medium-term impact on habitat, species, or natural environment.</p> <p>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.</p> <p>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.</p>



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		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