**MOBILE PLANT (VACUUM SERVICE TRUCK) SAFE WORK METHOD STATEMENT (SWMS)**

<table>
<thead>
<tr>
<th>Business Contact:</th>
<th>Phone #:</th>
<th>Principal Contractor (PC):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>PC Address:</td>
</tr>
<tr>
<td>Responsible person (for monitoring SWMS and work):</td>
<td></td>
<td>PC Phone #:</td>
</tr>
<tr>
<td>Signature:</td>
<td>Date:</td>
<td>Date SWMS provided to PC:</td>
</tr>
<tr>
<td>Contact Phone #:</td>
<td></td>
<td>Job Site Address:</td>
</tr>
</tbody>
</table>

**THIS WORK ACTIVITY INVOLVES THE FOLLOWING HAZARDOUS WORK AND ENVIRONMENTAL IMPACTS**

<table>
<thead>
<tr>
<th>☐ Electrical equipment</th>
<th>☐ Elevated levels</th>
<th>☒ Slips, trips and falls</th>
<th>☒ Hazardous substances</th>
<th>☐ Night work</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Hot Work</td>
<td>☐ Hazardous manual tasks</td>
<td>☐ Outdoor work</td>
<td>☐ Remotely &amp;/or isolated work</td>
<td>☐ ?</td>
</tr>
<tr>
<td>☒ Noise and vibration</td>
<td>☐ Native vegetation &amp; weeds</td>
<td>☐ Air quality</td>
<td>☒ Waste</td>
<td>☒ Vehicle movement</td>
</tr>
<tr>
<td>☒ Fuels, oils &amp; chemicals</td>
<td>☐ Terrestrial fauna</td>
<td>☐ Waterways &amp; soils</td>
<td>☐ Cultural heritage</td>
<td>☐ ?</td>
</tr>
</tbody>
</table>

**THIS WORK ACTIVITY INVOLVES THE FOLLOWING “HIGH-RISK CONSTRUCTION WORK” (HRCW = IDENTIFIED IN THE JOB TASK COLUMN)**

<table>
<thead>
<tr>
<th>☐ Confined spaces</th>
<th>☒ Mobile plant movement</th>
<th>☐ Demolition of a load-bearing structure</th>
<th>☐ Asbestos disturbance</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Using explosives</td>
<td>☐ Diving work</td>
<td>☐ Artificial extremes of temperature</td>
<td>☐ Tilt-up or pre-cast concrete</td>
</tr>
<tr>
<td>☒ Pressurised gas distribution mains or piping chemical, fuel or refrigerant lines energised electrical installations or services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☒ Structures or buildings involving structural alterations or repairs that require temporary support to prevent collapse</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Involves a risk of a person falling from 2m or more, including work on telecommunications towers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☛ Working at depths greater than 1.5 Metres, including tunnels or mines</td>
<td>☒ Work in an area that may have a contaminated or flammable atmosphere</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☒ Work carried out adjacent to a road, railway or shipping lane, traffic corridor</td>
<td>☐ In or near water or other liquid that involves the risk of drowning</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FOOT PROTECTION**

- ☛

**HEARING PROTECTION**

| ☛ |

**HIGH VISIBILITY**

- ☒

**HEAD PROTECTION**

- ☒

**EYE PROTECTION**

- ☒

**FACE PROTECTION**

- ☒

**HAND PROTECTION**

- ☒

**PROTECTIVE CLOTHING**

- ☒

**BREATHING PROTECTION**

- ☒

**SUN PROTECTION**

- ☒

**SAFETY HARNESS**

- ☒

**SEAT BELT**

- ☒
## Hierarchy of Controls

### Most Effective
- **Elimination**
- **Substitution**
- **Isolation**
- **Engineering**
- **Administrative**
- **PPE**

### Least Effective

## Job Task: Planning
**Hazards:** Infection, Disease
**Risk:** 3H
**Control Measures:**
- Ensure workers immunised for hepatitis "B" and tetanus.

## Job Task: Working Alone
**Emergency**
**Risk:** 4A
**Control Measures:**
- Ensure a second person knows your location and expected time of return
- Use mobile phone, telephone or radio to periodically check-in
- Communication equipment within easy reach at all times
- Take extra care to work safely and methodically
- Have first aid kit readily available and stocked appropriately
- Where the risk assessment has identified particularly high-risk tasks, utilise a second person (buddy) to assist or backup
  - Do not expose both people to the hazard simultaneously. The second person should be within sight, but safely removed from the immediate area
  - The ‘buddy’ must be trained in the specific activities the worker he/she is observing for is undertaking, be properly equipped with emergency equipment, and be capable of undertaking pre-planned rescue or emergency operations where needed.

## Job Task: HRCW
**Road travel to site & site operation**
**Truck failure**
**Risk:** 3H
**Control Measures:**
- Vehicle must be registered with the State Road and Traffic Authorities before use
- Inspect and operate the truck following manufacturers’ instructions. Do not use if any fault/damage/missing parts. Report immediately and follow tag-out/lock-out procedures.
- Crush injuries
- Entrapment
- Fatality
**Risk:** 4A
**Control Measures:**
- All operators using public roads have a current Driver’s Licence
- Adjust the seat to achieve full pedal contact when operators' back is against the back of the seat
- Wear seatbelt
- Ensure all body parts are kept within the cabin at all times when operating the truck
- Start-up as per manufacturer's instructions and never leave operator seat with the engine running
- Be familiar with the width of equipment to maintain safe clearances
- Do not use any controls as handholds when entering or exiting the operator compartment

**Responsibilities:**
- Operator to maintain call log ins
- Supervisors to check all controls in place and followed
- Operator to follow controls and make supervisor aware.
### Job Task

**Job Task:**

<table>
<thead>
<tr>
<th>HAZARDS</th>
<th>RISK</th>
<th>CONTROL MEASURES</th>
<th>RESPONSIBLE PERSON</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carefully wash hands and do not eat, drink or smoke during/after-handling fuel</td>
<td>4A</td>
<td>Ensure truck is parked in a safe, level area, clear of unstable or sloping ground</td>
<td>Supervisor to confirm all workers have signed out</td>
</tr>
<tr>
<td>• Shower and wash immediately after work</td>
<td></td>
<td>• Remove keys</td>
<td></td>
</tr>
<tr>
<td>• Wash clothes in separate wash from other clothes.</td>
<td></td>
<td>• Inspect equipment and if damage is detected – report immediately and take out of service.</td>
<td></td>
</tr>
</tbody>
</table>

### 13. HRCW On completion

- **Crush injuries/entrapment**
  - 4A
  - The tank and pump must be cleaned after each load, except:
    - When returning to the same location to load the same material, or
    - When performing a repetitive job order with known materials-characteristics
  - Vacuum trucks are cleaned at the end of each day to prevent the possibility of a dirty truck being used on an after-hours callout.

- **Hazardous chemical reaction**
  - 4A
  - The tank and pump must be cleaned after each load, except:
    - When returning to the same location to load the same material, or
    - When performing a repetitive job order with known materials-characteristics

### Security breach

- 3H
  - Store the key in a safe place (restrict unauthorised access)
  - All personnel sign-out on Site Register.

### Vehicle/people impact

- 4A
  - • Stay to designated access and egress routes
  - • Maintain awareness of surroundings at all times.

### 14. HRCW Emergency response

- **Injury**
  - 4A
  - • For police, fire or ambulance call ‘000.’

- **Fatality**
  - 4A
  - • Follow site emergency and evacuation procedures

- **Environmenta l damage**
  - 4A
  - • A communication system is available, e.g. a mobile phone or radio
  - • Check for dangers to self before helping others

### Overall Risk Rating after Controls

- **1 - Low**
- **2 - Moderate**
- **3 - High**
- **4 - Acute**

### Plant & Equipment

- Electrical tools and leads Tested and tagged quarterly
- Hand tools - Meet AS/NZS Regular visual inspection
- Ladders - Meet AS/NZS Inspected and tagged out if damaged
- Mobile plant Specify Inspected and tagged out if damaged

### Hazardous Substances

List hazardous substances taken on-site and have the SDS onsite.

1. Audits
2. Spot Checks
3. Reporting systems
4. Suitably qualified supervisors for job
5. Direct on-site supervision
6. Remote site: communication systems/schedule