

Refuelling Plant and Equipment

Safe Work Method Statement (SWMS)

Note All works on the nominated activity are to be performed in accordance with this SWMS. This SWMS shall be maintained current and be available until the high-risk construction work (HRCW) to which this SWMS relates is completed. This SWMS may be reviewed and if necessary revised whenever the HRCW changes, or after any incident occurs during the HRCW, or if there is any indication that risk control measures are not adequately controlling the risks. All revised versions of this SWMS are to be retained as project records.

Where a notifiable incident occurs in relation to the high-risk construction work in this SWMS, this SWMS shall be maintained for at least two years from the date of the incident.

Date Created	5/01/2024	Project Details	26544 / 205 North Quay North Quay, Brisbane, QLD, 4000
Site Management Person Name, Title & Phone No (HB person responsible for SWMS implementation, review & monitoring)	Luke Allman 0436 404 813	Workers' Representative Name, Title & Phone No (Consulted during SWMS creation)	Casey Wait 0419 090 818
How SWMS control measures will be monitored	☒ Task Observation	☐ HSE Weekly Inspection	☐ Audits
			☐ Other (provide details below):
Responsibilities	Workers follow the procedure and report any inconsistencies Site Management ensure planning for hazardous substance use is undertaken, SDS are obtained, monitor the SWMS requirements on site		

High Risk Construction Work Applicable to the Activity		
☐ Involves a risk of a person falling more than 2m	☐ Involves, or is likely to involve, the disturbance of asbestos	☐ Is carried out in or near a confined space
☐ Is carried out on a telecommunication tower	☐ Involves structural alterations or repairs that require temporary support to prevent collapse	☐ Is carried out in or near a shaft or trench > 1.5 meters or near a tunnel
☐ Involves demolition of an element of a structure that is load bearing or otherwise related to the physical integrity of the structure	☐ Is carried out in or near water or other liquid that involves a risk of drowning	☐ Involves tilt up or precast concrete
☒ Work in an area with any movement of powered mobile plant	☐ Is carried out in an area that may have a contaminated or flammable atmosphere	☐ Is carried out in or near energised electrical installations or services
☒ Is carried out on or near chemical, fuel or refrigerant lines	☐ Work in areas with artificial extremes of temperatures	☐ Is carried out on or near pressurised gas distribution mains or piping
☐ Involves the use of explosive	☐ Is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor that is in use by traffic other than pedestrians	☐ Other (please specify):

Training & Certifications Requirements					Plant / Equipment / Tools Requirements
• General Construction Induction Training • Induction into this SWMS					• Decanting Drum • Drum manual handling pump • Drum (gravity feed fuel line)
Personal Protective Equipment Requirements					Inspection / Maintenance / Testing Requirements
☒ 	☒ 	☒ 	☐ 	☐ 	• Nil
☒ 	☐ 	☒ 	☐ 	☐ 	
☒ Other (please specify): Additional PPE as per SDS					

Risk Matrix

CONSEQUENCE			LIKELIHOOD					
Health & Safety	Environment	Quality		The event may occur only in exceptional circumstances	Not expected however the event may occur at some point	The event could occur at some point	The event will probably occur in most circumstances	The event is expected to occur or has occurred
				Rare	Unlikely	Possible	Likely	Almost Certain
Fatality Permanent Total Disability	Serious and irreversible environmental harm with costs greater than \$50,000	Severe damage to Hutchies' reputation Loss greater than \$200,000	Catastrophic	Medium	High	High	Extreme	Extreme
Significant / extensive injury or illness Permanent Partial Disability	Extensive environmental damage	Considerable damage to Hutchies' reputation Loss of \$50,000 – \$199,999	High	Medium	Medium	High	High	Extreme
Serious injury or illness resulting in lost time injury	Minor environmental damage	Hutchies' brand reputation Loss of \$5,001 – \$49,999	Moderate	Low	Medium	Medium	High	High
Injury or illness requiring medical treatment	Environmental nuisance	Minor impact to Hutchies' reputation Loss of \$501 – \$5,000	Low	Low	Low	Medium	Medium	High
Injury or illness requiring minor first aid treatment	No environmental damage	No effect on Hutchies' reputation Loss less than \$500	Insignificant	Low	Low	Low	Medium	Medium

Risk Rating	Risk Tolerance	Actions
Extreme	Unacceptable Risk	Controls are inadequate, task not to commence or continue until risk is reduced by changes to methodology and or additional control measures have been approved by the operations support teams.
High	Unacceptable Risk	Controls may be inadequate, task not to commence or continue until risk is reduced by changes to methodology and or additional control measures agreed by Project Manager in consultation with Construction Team management.
Medium	Tolerable Risk	Existing controls are monitored for effectiveness and where additional controls to reduce risk are identified controls are to be implemented.
Low	Accepted Risk	Undertake the activity with existing controls and monitor effectiveness.

Job Step	Hazards & Risks	Initial Risk	HOC	Controls (1 / Elimination 2 / Substitution 3 / Engineering 4 / Isolation 5 / Administration 6 / PPE)	Residual Risk	Person responsible for monitoring of controls
Prior to using a hazardous substance/ dangerous good on site	Failing to identify the risks associated with a hazardous substance/ dangerous good	EXTREME	5	All persons using any hazardous good/ dangerous substance must be signed into associated SWMS Hazardous Substances and Dangerous Goods prior to handling any refuelling substance.	MEDIUM	Site Management
Using/ handling refuelling substances	Struck by other plant	EXTREME	3	Plant/ equipment are to be refuelled in a designated area away from other operating plant and equipment.	MEDIUM	Site Management and Plant Operator and Worker Refuelling
	Fire	EXTREME	3	Plant to be shut down prior to refuelling.	MEDIUM	Plant Operator
		EXTREME	3	- All ignition sources are to be removed from designated refuelling area. - Ensure there are no hot work activities occurring in the vicinity of the refuelling area	MEDIUM	Site Management and Plant operator and Worker Refuelling
		EXTREME	3	Fire extinguisher (foam/dry chemical) to be on hand.	MEDIUM	Plant Operator and Worker Refuelling
	Personal injury	HIGH	6	Ensure all appropriate PPE is in use when refuelling plant/ equipment. Refer to SDS and associated SWMS Hazardous Substances and Dangerous Goods.	LOW	Site Management and Worker refuelling
		HIGH	5	Thoroughly wash hands, any contaminated skin or clothing following refuelling.	LOW	Worker refuelling
		HIGH	5	Ensure refuelling area is well-ventilated, to disperse any chemical fumes.	LOW	Site Management and Worker Refuelling
		HIGH	6	Ensure the on-site first aid kit has portable eye wash canister in case of an emergency.	LOW	Site Management
	Spills	HIGH	4	Refuel using mechanical pump or decanting drum, or an appropriate pour spout to refuel.	LOW	Worker Refuelling
		HIGH	5	Ensure adequate spill kit materials that are on hand to soak up spills.	LOW	Site Management

Job Step	Hazards & Risks	Initial Risk	HOC	Controls (1 / Elimination 2 / Substitution 3 / Engineering 4 / Isolation 5 / Administration 6 / PPE)	Residual Risk	Person responsible for monitoring of controls
	Disregarding disused packaging and/or containers	MEDIUM	5	- Before placing containers of hazardous substance/ dangerous goods into rubbish skips or bins ensure: - the container is marked 'Do not Use', or - remove label or mark label so that it is illegible.	LOW	Site Management
Storage	Incompatible substances	MEDIUM	5	Return fuel to designated fuel storage area, storing in accordance with relevant SDS.	LOW	Workers

Original SWMS Developed By

Company & ABN	J Hutchinson Pty Ltd (52 009 778 330)	Contact Person	Danny O'Reilly, National HSE Manager	Contact Details	1300 488 244 584 Milton Road, Toowong QLD 4066
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I acknowledge the following:

- that I have been trained in the SWMS listed above,
- the controls are clearly understood,
- my qualifications are current to undertake the activity,
- I will comply with the SWMS and I have been consulted and had the opportunity to input into the SWMS.

Print Name	Position / Trade	Signature	Date