



Date: _____ Block: _____ Site: _____

Prepared By:		Signature:	
Approved by:		Signature:	

I acknowledge that I have been trained in the SWP listed above, the controls are clearly understood, my qualifications are current to undertake the activity, and I will comply with the SWP.

Name	Signature	Date



SPECIAL INSTRUCTIONS:

1. **DO NOT use this equipment unless you have been trained in its safe use and operation**
2. **Always take out of service and report damaged equipment to your supervisor**
3. **Fuel pumps should be clearly marked with the type of fuel dispensed by the pump**

Potential Hazards: Petrol is a Class 3, Packing Group II dangerous goods (DG) and hazardous substance. It evaporates at relatively low temperatures and the resulting vapor is highly flammable. Petrol is toxic, potentially causing eye/skin irritation, and if swallowed, can be fatal. Diesel is classified as C1 – Combustible. Diesel is less flammable than petrol, however, in high temperatures, such as a fire – can combust/explode. This SWP includes only minor storages (as described in Australian Standard AS1940 – Storage and Handling of Flammable and Combustible Liquids.

Examples of minor storage quantities (as per AS1940):

Outdoors, no shelter, with 3m separation from buildings: Petrol: 250L, Diesel: 500L

Open land, above ground: Petrol: 5,000L, Diesel: 10,000L

Task sequence	Identified hazards in task	Key processes to be followed	Precautions / PPE required
Planning	Personal Injury: <ul style="list-style-type: none"> - burns - fatality Property Damage: <ul style="list-style-type: none"> - fire/explosion - environmental contamination Legislation Breach	Obtain SDS. Add to DG Register Ensure legislation requirements met for placarding, manifest and fire protection quantities stored. Note: When calculating quantities, tanks/ containers should be assumed full irrespective of actual content Note: Ignition sources include cigarettes, matches/lighters, grinding, welding, radio transmitters, mobile phones, etc.	Inspect intended storage area. Ensure: <ul style="list-style-type: none"> - no waterways in close proximity - other classes of dangerous goods (especially oxidizers) can be stored separately - protected from direct sunlight - adequate ventilation - adequate fire protection - adequate spill containment - no ignition sources within 6m

Reviewed By: Claudia Harms

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Page 2



<p>Refuelling: Vehicle/Plant and Equipment</p>	<p>High Temperature or Fire: Refuelling: When refuelling, sparks, flames, hot engine can ignite fuel Skin/Eye Contact with Fuel</p>	<p>Operator/End User must shut the engine of the Vehicle/Plant & Equipment prior to refueling. Refueling must take place in a well ventilated area. Ensure that there are No Naked Flames in the area DO NOT SMOKE</p>	<p>Safety footwear, eye protection (goggles), face protection, hand protection (gloves), overalls, breathing protection Refuelling must take place in a well ventilated area. Ensure that there are No Naked Flames in the area DO NOT SMOKE</p>
<p>Handling heavy hose</p>	<p>Back injury Falling/slipping.</p>	<p>Do not twist or turn body whilst pulling out hose Hold delivery gun with both hands Walk forwards</p>	<p>Safety footwear, eye protection (goggles), face protection, hand protection (gloves), overalls, breathing protection</p>
<p>Pumping fuel</p>	<p>Splashing fuel, Contact with skin Contact with eyes Spillage</p>	<p>Exercise care when pumping fuel Ensure delivery gun is secured before delivery commences Do not overfill fuel tanks Prevent entry of fuels and oils into drains or waterways.</p>	<p>Safety footwear, eye protection (goggles), face protection, hand protection (gloves), overalls, breathing protection Spill kit. Eyewash Provide earthing straps to eliminate build-up of static electricity.</p>
<p>Spills/Clean-up</p>	<p>Personal Injury: - burns - fatality</p>	<p>Remove all sources of ignition and increase ventilation. Evacuate all unnecessary personnel</p>	<p>Safety footwear, eye protection (goggles), face protection, hand protection (gloves), overalls, breathing protection</p>



	<p>Property Damage:</p> <ul style="list-style-type: none"> - fire/explosion - environmental contamination <p>Legislation Breach</p>	<p>Wear full protective equipment and clothing to minimise exposure.</p> <p>If possible contain the spill. Place inert, non-combustible, absorbent material onto spillage</p> <p>Use clean non-sparking tools to collect the material and place into a suitable labeled container.</p> <p>Dispose of as per SDS instructions and local waste facility or EPA directives.</p> <p>For large spills – contact Emergency Services immediately (000) or via site emergency response procedures e.g. 2 way radio</p>	
<p>Emergency Procedures</p>	<p>Personal Injury:</p> <ul style="list-style-type: none"> - burns - fatality <p>Property Damage:</p> <ul style="list-style-type: none"> - fire/explosion - environmental contamination <p>Legislation Breach</p>	<p>Develop written emergency plan. Establish roles/responsibilities and rehearse.</p> <p>Include methods of contacting emergency services.</p>	<p>Safety footwear, eye protection (goggles), face protection, hand protection (gloves), overalls, breathing protection</p> <p>Ensure:</p> <ul style="list-style-type: none"> - suitable fire protection equipment is readily accessible, unobstructed and within test date - persons have been trained in how to use a fire protection equipment

<p>PRECAUTIONS: The following precautions should be observed when conducting operations</p>	<p>Foot Protection</p> 	<p>Hearing Protection</p> 	<p>Welding Mask</p> 	<p>Eye Protection</p> 	<p>Hand Protection</p> 	<p>Protective Clothing</p> 	<p>Breathing Protection</p> 
	<p>Fires can automatically ignite from static electricity when spilled into bunding. Vapors from spilled petrol can travel a great distance, reach an ignition source and flashback</p> <p>A Fire extinguisher (dry powder) must be kept within the vicinity of the fuel pump area</p>						