










ACTIVITY: Fuel (Petrol and Diesel) Storage, Handling & Decanting				SWMS No.: QSW10015	
SAFE WORK METHOD STATEMENTS (SWMS)					
Company Name: (SPP PTY LTD) T/A Ecoplant Australia & Seeddown Professional Planting		Address: 81-83 Campbell Street, Surry Hills. NSW 2010 16 Kings Place, Burnside. QLD 4560		ACN: 638 321 847	
Company Contact: Claudia Harms		Position: Secretary		Phone No.: 0472 635 551	
Project Details					
Project Name:		Job Address:			
Principal Contractor (PC):	[Name, contact details]	Date SMWS provided to PC:			
Projected Start and End Dates:					
Job Description:					
High Risk Activity:	yes (if working with or around mobile plant)				
Name of person responsible for ensuring compliance with SWMS:	Supervisor	Date SWMS received:			
What measures are in place to ensure compliance with SWMS?	Pre job safety inspections, Induction training, Toolbox Talk/ JSAs				
Person responsible for reviewing SWMS control measures:	Supervisor/ Team Leader	Date SWMS received by reviewer:			
How will the SWMS control measures be reviewed?	Control measures reviewed during Toolbox Talk/ JSA completion prior to job commencement and each time a new hazard is identified.				
Training required:	WH&S General Induction for Construction (White Card)	Competencies Required:	SPP PTY LTD Employment Induction and WH&S Handbook		
Relevant workers must be consulted in the development, approval and communication of this SWMS:			SWMS Approved by Managing Director's		JOSHUA SANSOM PAUL HARMS
Name:	Signature:	Job Title:	Date:	Date prepared: 12/08/2015	Review date: 25/11/2022
Claudia Harms		Secretary	25/11/2022		

SWMS Scope

This SWMS includes / covers the handling, storage and decanting of petrol and diesel fuels. **Environmental risks** may include damage to waterways and water catchment areas This SWMS includes only minor storages (as described in Australian Standard due to incorrect disposal of, or from run-off of hazardous chemicals during spills or clean AS1940 – Storage and Handling of Flammable and Combustible Liquids. up. Unleaded Petrol is toxic to aquatic organisms, may cause long-term adverse effects in the aquatic environment.

Personal Protective Equipment (PPE)
Ensure all PPE meets relevant Australian Standards. Inspect, and replace PPE as needed.

AS 1319-1994 Safety signs for the occupational environment reproduced with permission from SAI Global under licence 1210-c062. Standards may be purchased at <http://www.saiglobal.com>

Foot Protection	Hearing Protection	High Visibility	Head Protection	Eye Protection	Hand Protection	Protective Clothing	Sun Protection
							Broad brimmed hat, UV rated clothing, SPF 30+ sunscreen, tinted safety glasses with adequate UV protection)

Dangerous Goods / Hazardous Chemicals

Unleaded Petrol is classified as a hazardous chemical according to the Australian Safety and Compensation Council (ASCC) and is classified as a Dangerous Good according to Australian Read the Safety Data Sheets (SDS) for all fuel products before use, follow the SDS Code for the Transport of Dangerous Goods by Road or Rail (ADG Code). **Unleaded Petrol** is classified as Extremely Flammable and Harmful. recommendations and relevant SWMS.

Review

To ensure controls are implemented and monitored effectively:

- **Toolbox /pre-work** meetings will be undertaken
- Relevant persons will be consulted on hazards and contents of SWMS, work create new / plans and other applicable information
- Control measures will be monitored throughout works:
 - **Spot checks**
 - **Consultation** needed
 - **Scheduled audits**
- Corrective actions will be recorded and rectified in a timely manner SWMS will **legislation**. be reviewed and updated accordingly (in consultation with relevant persons)

Ensure all controls are reviewed as per the following:

- If controls fail to reduce risk adequately
- When changes to the workplace or work activity occur that different risks where controls may no longer be effective
- New hazards identified
- After an incident involving work activities relevant to this SWMS
- During consultation with relevant persons indicate review is
- **A Health and Safety Representative (HSR) requests a review in**

requirements of the

Person/s responsible to implement and follow monitoring and review procedures and control measures:

SAFE WORK METHOD STATEMENT - Part 2

Formal Training, Licences required for workers undertaking this task:	Duties of workers undertaking this task:	Details of Supervisory Arrangements for workers undertaking this task:
<ul style="list-style-type: none"> - Construction Industry White Card - On-site training in safe work practices 	<ul style="list-style-type: none"> - Operator - Supervisor - Labourers 	<ul style="list-style-type: none"> - Suitably qualified supervisors for job - Direct on-site supervision - Remote site – communication systems/ schedule - Audits - Spot Checks, etc. - Reporting systems - JSA
<p>Details of: regulatory permits/licenses Engineering Details/Certificates/WorkCover Approvals:</p>	<p>Relevant Legislation, Codes of Practice: Note: Retain only the legislation references applicable to your state of operation for this SWMS</p>	
<ul style="list-style-type: none"> - Local council permits - Building Approvals - EPA approvals/permits - Certain plant to be registered with State Authority <p>PPE to comply with relevant Australian Standards</p>	<ul style="list-style-type: none"> ● Commonwealth, NSW, QLD, ACT <ul style="list-style-type: none"> ○ Work Health and Safety Act 2011 ○ Work Health and Safety Regulations 2011 ● Northern Territory <ul style="list-style-type: none"> ○ Work Health and Safety (National Uniform Legislation) Act 2011 ○ Work Health and Safety (National Uniform Legislation) Regulations ● SA, Tasmania <ul style="list-style-type: none"> ○ Work Health and Safety Act 2012 ○ Work Health and Safety Regulations 2012 ● Codes of Practice: Safe Work Australia (2011): <ul style="list-style-type: none"> ○ <i>First Aid in the Workplace</i> ○ <i>Managing the Risk of Falls at Workplaces</i> ○ <i>Managing the Risk of Plant in the Workplace</i> ○ <i>Managing Noise and Preventing Hearing Loss in the Workplace</i> ○ <i>How to Manage Work Health and Safety Risks</i> ○ <i>Hazardous Manual Tasks</i> ○ <i>Managing Risks of Hazardous Chemicals</i> ○ <i>WHS Consultation, Cooperation & Coordination</i> ● Victoria <ul style="list-style-type: none"> ○ Occupational Health & Safety Act 2004 ○ Occupational Health & Safety Regulations 2007 ○ Codes of Practice: ● Western Australia <ul style="list-style-type: none"> ○ Occupational Safety & Health Act 1984 ○ Occupational Safety & Health Regulations 1996 ○ Codes of Practice: ● Australian Standards: <ul style="list-style-type: none"> ○ AS/NZS 1269:2005 <i>Occupational noise management</i> ○ AS/NZS 4501:2008 (set) <i>Occupational Protective Clothing</i> ○ AS 4024.1:1996 <i>Safeguarding of machinery - General principles</i> ○ AS 4024.1: 2006 <i>Safety of machinery</i> ○ AS 1319:1994 <i>Safety Signs for Occupational Environment</i> 	
<p>Plant/Tools/Equipment: (List plant and equipment to be used on the job.)</p>		
<p>Reference Documents</p>		
<p>Model Work Health and Safety Act 2011 and Model Work Health and Safety Regulations 2011 AS1940 – 1994 Storage and Handling of Flammable and Combustible Liquids</p>		

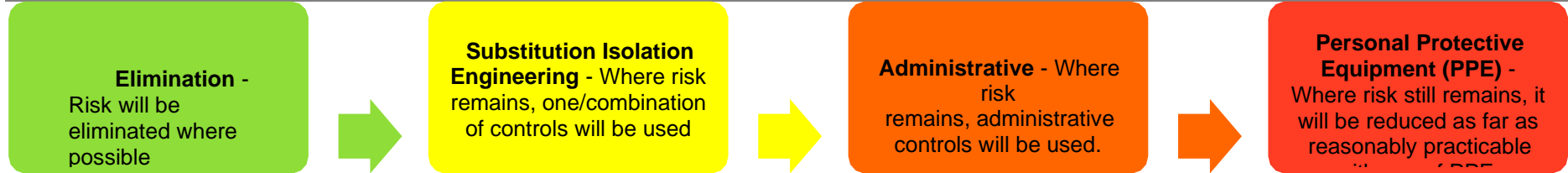
SAFE WORK METHOD STATEMENT - Part 3

This SWMS has been developed in consultation and cooperation with *employee/workers* and relevant *Employer/Persons Conducting Business or Undertaking (PCBU)*. I have read the above SWMS and I understand its contents. I confirm that I have the skills and training, including relevant certification to conduct the task as described. I agree to comply with safety requirements within this SWMS including risk control measures, safe work instructions and Personal Protective Equipment described.

Overall Risk Rating after Controls	1 Low	2 Moderate	3 High	4 Acute	
Employee/Worker Name	Job Role / Position	Signature	Date	Time	Employer/PCBU/Supervisor

Review No.	1	2	3	4	5	6	7	8
Name								
Initial								
Date								

HIERARCHY OF CONTROLS





HB 436:2004 Risk Management Guidelines Tables 6.3 – 6.8 reproduced with permission from SAI Global under licence 1210-c062. Standards may be purchased at <http://www.saiglobal.com>
References: Safe Work Australia (2011) - Code of Practice: How to Manage Work Health and Safety Risks, AS/NZS 31000 -2009 Risk Management Principles and Guidelines.