



JSA & Safe Work Method (SWM)1.4: Loading Pit Waste Materials

TITLE:	Loading waste material into Tipper	SWM No.	SWM1.4 (March 2023)
LOCATION:	Concrete plants	VERSION No.	2 (Review due March 2026)
FREQUENCY:	On all occasions self loading pit waste	AUTHORISED BY:	Nicoli Hawgood & Geoff Hawgood
PURPOSE:	Requirements & procedures for using loaders to load concrete washout materials into tippers		
RESPONSIBILITY:	Operator	REQUIREMENTS:	Loader ticket
PPE REQUIREMENTS:	As per site regulations: Protective clothing/long pants & sleeved; High vis vest; Ankle high lace up safety boots; Hearing protection; Hard hat Seat belt; Gloves; Dust mask Eye protection		

RISK SCORE MATRIX

LIKELEHOOD	CONSEQUENCE					
	RISK RATING	5 DISASTER	4 SEVERE	3 SERIOUS	2 SIGNIFICANT	1 MINOR
	A CERTAIN	HIGH	HIGH	HIGH	MED	MED
	B LIKELY	HIGH	HIGH	MED	MED	LOW
	C POSSIBLE	HIGH	MED	MED	LOW	LOW
	D UNLIKELY	MED	MED	LOW	LOW	LOW
	E RARE	MED	LOW	LOW	LOW	LOW

PERSONAL CONSEQUENCE CATEGORIES	
5 DISASTER	Injuries resulting in single or multiple fatalities
4 SEVERE	Severe injury resulting in restricted abilities incurring loss of work or time
3 SERIOUS	Serious injury resulting in restricted abilities without loss of work or time
2 SIGNIFICANT	Significant injury resulting in medical treatment
1 MINOR	Minor injuries resulting in basic first aid treatment

HAZARD ANALYSIS & CONTROL:

Eliminate

Substitute

Redesign

Isolate



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STEP NO.	PROCESS	POTENTIAL HAZARDS	INITIAL RISK SCORE	HAZARD CONTROL METHODS IMPLEMENTED	NEW RISK SCORE	RESPONSIBLE PERSONNEL
1	Pre start check	▪ Loader rolling	HIGH	▪ Leave loader parked on flat surface with hand brake applied	LOW	operator
		▪ Slips, trips & falls	MED	▪ Wear ankle high lace up safety boots	LOW	
2	Loader entry	▪ Back strain	MED	▪ Be aware of posture for climbing	LOW	operator
		▪ Slipping	MED	▪ wear safety boots ▪ be aware of wet surfaces ▪ maintain 3 points of contact at all times	LOW	
3	Cabin set up	▪ poor vision	MED	▪ adjust mirrors and clean windows if necessary	LOW	operator
		▪ poor posture	MED	▪ adjust seat and steering to suit you	LOW	
4	Driving to pit	▪ striking plant or people	HIGH	▪ check for people & objects before moving the loader	LOW	operator
		▪ personal injury eg. Back strain	MED	▪ use reversing cameras if fitted ▪ follow all site rules & procedures in regards to mobile phones & radios ▪ ensure reverse alarm and flashing lights are functioning ▪ wear seat belt, abide by speed limits and keep bucket as low as practicable when moving ▪ adjust seat and steering to suit	LOW	



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STEP NO.	PROCESS	POTENTIAL HAZARDS	INITIAL RISK SCORE	HAZARD CONTROL METHODS IMPLEMENTED	NEW RISK SCORE	RESPONSIBLE PERSONNEL
5	Dumping material into tipper	▪ Strike vehicle	MED	<ul style="list-style-type: none"> ▪ Keep bucket as low as possible when travelling ▪ Ensure bucket is not overfilled ▪ Have bucket crowned back ▪ Operate on even ground ▪ Refer to allowable truck axle and gross weight limits minus tare to determine carrying capacity – refer to Management for site specific loader bucket capacity ▪ Separate material based on the differences in bulk density ▪ Ensure material of the same bulk density is loaded in the same heaped bucket 	LOW	operator
		▪ Roll over	HIGH		LOW	
		▪ Over loading	HIGH		LOW	
6	Housekeeping of plant yard	▪ Loader driving on uneven surfaces – ramp, stockpiles, wedge pits etc	MED	<ul style="list-style-type: none"> ▪ Clean up spillage as it occurs to maintain flat surfaces ▪ Be alert to environment 	LOW	operator
7	Exiting loader	▪ Injury to ankle/ knee/strain or sprain	MED	<ul style="list-style-type: none"> ▪ Ensure ground is even before stepping off ▪ Wear ankle safety boots ▪ Ensure loader has park brake on and bucket is on the ground ▪ Place body in correct position before stepping down ▪ Maintain three points of contact on entry and exit 	LOW	operator
		▪ Loader rolling or moving	HIGH		LOW	
8	Cleaning of loader bucket	▪ Washout/recycled water or particles in eyes	MED	<ul style="list-style-type: none"> ▪ Wear correct PPE incl eye protection ▪ Wear ankle safety boots ▪ Never walk under raised bucket 	LOW	operator
		▪ Slipping	MED		LOW	
		▪ Falling bucket	HIGH		LOW	
STEP	PROCESS	POTENTIAL HAZARDS	INITIAL	HAZARD CONTROL METHODS IMPLEMENTED	NEW	RESPONSIBLE



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NO.			RISK SCORE		RISK SCORE	PERSONNEL
9	Cleaning out of trailer/s	<ul style="list-style-type: none"> Washout/recycled water or particles in eyes Slipping Cross contamination 	<p>MED</p> <p>MED</p> <p>HIGH</p>	<ul style="list-style-type: none"> Wear correct PPE incl eye protection Wear ankle safety boots <p>PRODUCT CROSS CONTAMINATION: Cross contamination of product can lead to your load being rejected and serious penalties from the contractor can apply. You are to:</p> <ul style="list-style-type: none"> Visually Inspect trailers when you are finished unloading, check all product has been emptied. If excess product remains, thoroughly wash trailers before moving onto the next load. 	<p>LOW</p> <p>LOW</p> <p>LOW</p>	Operator
9	PROHIBITED ACTIVITIES	<p><u>YOU MUST NEVER:</u></p> <ul style="list-style-type: none"> Operate FEL whilst pedestrians are in the area Place a body part under a suspended load Move off with your trailer still in the air (powerlines hazard) 	<p>HIGH</p> <p>HIGH</p>	<ul style="list-style-type: none"> Ensure area is clear by use of barricading and positive communication. Adhere to all signage, plant rules and procedures. Keep attentive communication with driver of tipper Lower your trailer completely before moving after tipping the load off Before moving, check your mirrors to ensure the trailer has fully returned to its position on the chassis. 	<p>LOW</p> <p>LOW</p>	operator
10	EMERGENCY RESPONSE	<p>Possible foreseen emergencies:</p> <p>Heavy vehicle or pedestrian collision</p>	<p>HIGH</p>	<ul style="list-style-type: none"> Use positive communication before entering the work area Ensure area is clear before starting work Ensure area has bollards/barricading to designate FEL WORK AREA Display signage Clear communication between loader driver & tipper driver 	<p>LOW</p>	operator