



SAFE WORK METHOD STATEMENT

BNP SWMS 10 - Grinding V2

Issued 15-May-23

ABN: 69 056 378 575

ACN: 056 378 575

11 Huntington Place, Banyo QLD 4014

PH: (07) 3630 2500

Project				Project No	
Client			Location		
Person in control of works			Contact Number		
Work Activity	Grinding Concrete				
High Risk Construction Activities	<input type="checkbox"/> Risk of a person falling more than 2 metres <input type="checkbox"/> Work in or near a confined space <input type="checkbox"/> Work in or near a shaft or trench deeper than 1.5 m or a tunnel <input type="checkbox"/> Work on or near pressurised gas mains or piping <input type="checkbox"/> Work on or near energised electrical installations or services <input type="checkbox"/> Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians <input type="checkbox"/> Work in an area with movement of powered mobile plant <input type="checkbox"/> Work in or near water or other liquid that involves a risk of drowning <input type="checkbox"/> Is carried out in an area that may have a contaminated or flammable atmosphere				
Consultation in development of SWMS	Name	Position	Signature	Date	
	Greg Steele	Director			
	Randal Black	National Manager			
	Brendan Evans	QLD Manager			
Approved by	Randal Black	Position	National Manager	Signature	
Legislation and Codes of Practice	Work Health & Safety Act 2011, Work Health & Safety Regulation 2011, How to Manage Work Health and Safety Risks COP 2011, Work Health and Safety Consultation, Co-operation and Co-ordination 2011 Traffic Management for Construction or Maintenance Work Code of Practice 2008, MUTCD Part 3 Managing the Risks of Hazardous Chemicals Code of Practice 2021, Hazardous Manual Tasks Code of Practice 2021, Managing Risks of Plant Code of Practice 2021, Abrasive Blasting Code of Practice 2021, First Aid in the Workplace Code of Practice 2021, Managing respirable crystalline silica dust exposure in construction and manufacturing of construction elements Code of Practice 2022.				
Plant and Equipment required	Concrete Grinder				
Inspections and maintenance	Preoperational check to be conducted on plant				



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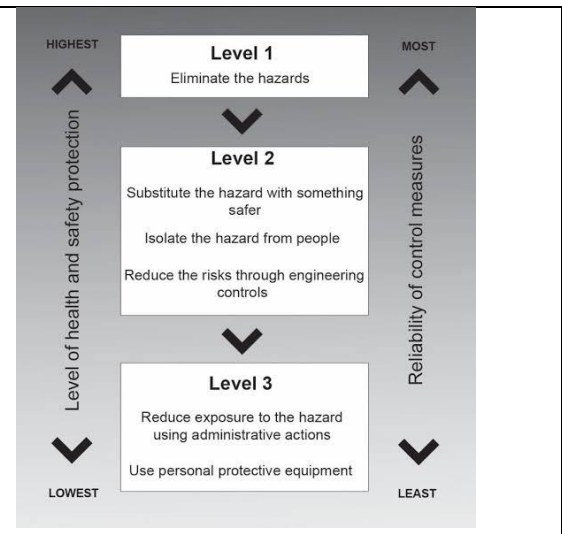
Materials used	Petrol
Specific Training	General industry induction (QLD white card); Site specific induction, trained in SWMS / SDS procedures, Applicator, Trained in Safe & Proper Use of PPE
Personal Protective Equipment	Mandatory PPE to be worn at all times – Hi-Vis Long Sleeve shirt – (Sleeves rolled down) or Hi-Vis vest over shirt, Long pants, Safety glasses, gloves when Manual Handling, Safety helmet where required. Task PPE – Ears plugs (over 70db), Respirators (P2) with fit testing

Implement, Monitor and Review

Actions before work commences	Workers will be inducted onto the Safe Work Method Statement Traffic management controls, approved plans and permits must be in place before working within 6mtrs of live traffic. All traffic controllers must hold the relevant qualification for the role. Evidence must be sighted prior to start of works. Works must be planned and structured to cause minimum disruption to local traffic, pedestrians and residents. Conduct pre-operational checks on plant
Actions during works	Signage checks must be completed at regular intervals and documented throughout the day. Works will be monitored to ensure works are carried out in accordance with the Safe Work Method Statement Report any hazards or incidents. Person in control of the works is the nominated person who will ensure the implementation of this SWMS. All incidents and / or near misses must be reported following the Brick N Pave incident reporting process.
Actions after work is completed	Safe Work Method Statement will be reviewed and amended when changes are made or where a new hazard has been identified, or at least annually

Risk Assessment

HEALTH & SAFETY CONSEQUENCES		1. INSIGNIFICANT - no injuries	2. MINOR - first aid treatment, spillage contained on site	3. MODERATE - medical treatment, spillage contained with outside help	4. MAJOR - extensive injuries, loss of production	5. CATASTROPHIC - death, toxic release of chemicals
PROBABILITY	A. Common or Frequent Occurrence	M5	M10	H15	E20	E25
	B. Is known to Occur or 'It Has Happened'	L4	M8	H12	E16	E20
	C. Could Occur or "I've Heard of it Happening"	L3	M6	M9	H12	H15
	D. Not Likely to Occur	L2	L4	M6	M8	M10
	E. Practically Impossible	L1	L2	L3	L4	M5



Respirable Crystalline Silica (RCS)

What is Crystalline silica?

Crystalline silica (quartz) is a common mineral found in:

- most rocks, sands, and clays
- products such as concrete, mortar, brick, blocks, pavers, tiles, natural and composite stone benchtops
- cement-based materials such as fibre-cement sheeting and autoclaved-aerated concrete.
- Dust containing respirable crystalline silica (RCS) is generated by high-energy processes such as cutting, sawing, grinding, drilling, polishing, scabbling and crushing of silica-containing materials.

RCS particles are so small they cannot be seen under ordinary lighting and stay airborne long after larger particles have settled to the ground – the small particle size means it is easily inhaled deep into the lungs.

Certain work processes can also create RCS exposure risks, including housekeeping activities involving dry sweeping, compressed air or blowers on silica-containing dusts.

Health effects

RCS is a hazardous chemical. Inhaling RCS can lead to silicosis, an incurable lung disease that can lead to disability and death. RCS can also contribute to lung cancer, renal cancer and chronic obstructive pulmonary disease (COPD).

Silicosis usually follows exposure to RCS over many years, but extremely high exposures across the short-term can cause it to develop rapidly.

Exposure to RCS has been linked to lung cancer and may also contribute to chronic obstructive pulmonary disease (COPD).



“.....that little bit of dust up there, that's what eight hours' worth of respirable silica dust looks like. So, you can imagine breathing it in across the day. It doesn't take much to exceed the exposure standard.” - Brad Geinitz; WHSQ

Webinar 3 – Silica - Managing the risk;
<https://www.worksafe.qld.gov.au/forms-and-resources/webinars/construction-work-health-forum-encore-webinar-series#webinar3>


Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk $L \times C = R$	Control Measures	Residual Risk $L \times C = R$	Responsible Person
1.	Site Establishment of works on, in or adjacent to a road or traffic corridor in use by traffic other than pedestrians	Public	Incident due to proximity to adjacent road	$B \times 5 = E20$	<p>BNP to hire a licensed Traffic Management Company to develop and establish appropriate traffic management controls taking in consideration sequencing, job specific Temporary Road Closure Approval requirements and scheduling of works.</p> <p>Ensure permits are current.</p> <p>Traffic Management Plan and Traffic Guidance Schemes to be developed and implemented by a licenced traffic management company.</p> <p>Ensure traffic management controls are inspected and signed off by traffic management company.</p> <p>Site vehicles to have warning devices (e.g. flashing lights, vehicle signage, etc.).</p> <p>Workers to wear high visibility clothing (night vis as required).</p>	$D \times 5 = M10$	BNP representative Traffic Management Company
2.	Starting Work	Poor consultation	Incident due to poor consultation	$B \times 5 = E20$	<p>BNP to coordinate consultation between site personnel and traffic control company.</p> <p>Consultation to include</p> <ul style="list-style-type: none"> • Scheduling of works • Movement of plant and vehicles • Nominated UHF channel • Specific hazards and controls relevant to the shift • Emergency response 	$D \times 5 = M10$	BNP representative
3.	Unloading plant	Falls	Injury due to fall	$B \times 4 = E16$	<p>Ensure fall protection is in place on truck.</p> <p>Utilise ladder access to rear of truck.</p>	$D \times 4 = M8$	BNP representative

Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk $L \times C = R$	Control Measures	Residual Risk $L \times C = R$	Responsible Person
4.		Manual Tasks	Sprains and strains	$B \times 3 = H12$	<p>Use mechanical assistance to lift heavy plant for truck.</p> <p>Ensure personnel understand what manual handling is not just about the weight e.g. for example, twisting, jerking or reaching, doing the task too fast, using too much force or lifting the wrong way.</p> <p>If mechanical assistance is not reasonable, utilise team lifts.</p>	$D \times 3 = M6$	BNP representative Site personnel
5.	Preparing work area	Proximity with other persons	<p>Other persons entering work area</p> <p>Other persons exposed to contaminates</p>	$B \times 4 = E16$	<p>Ensure person in control of the workplace has approved the works</p> <p>Ensure work area boundaries are established</p>	$D \times 4 = M8$	BNP representative Plant operator



Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk L x C = R	Control Measures	Residual Risk L x C = R	Responsible Person
6.		Respirable crystalline silica	Inhalation of respirable crystalline silica	B x 4 = E16	<p>Engineering control 1 – on tool extraction which comprises of</p> <ul style="list-style-type: none"> • Tool – is the tool and components appropriate e.g. a diamond blade cutting cement sheeting will generate more dust than a saw tooth blade • Capturing hood • Tubing – consider length and diameter of tubing to ensure effective suction • Capture unit – M or H class vacuum is the best system (note HEPA ≠ H class) <div style="text-align: center;">  </div> <p>Need to consider inspection and maintenance of system and disposal of extracted material.</p> <p>Note: Dust extractors or vacuums for power tools should be H class where it is practicable, as these are much more effective at capturing dangerous dusts like RCS. M class vacuums are only permissible when it is not reasonably practicable to use an H class vacuum.</p>	D x 4 = M8	BNP representative Plant operator
7.		Respirable crystalline silica	Inhalation of respirable crystalline silica	B x 4 = E16	<p>Engineering control 2 – water suppression</p> <ul style="list-style-type: none"> • Needs to be enough to control dust • Need to consider clean-up process <p>Water suppression needs to be actively occurring whilst works are happening, wetting down first is not enough.</p>	D x 4 = M8	BNP representative Plant operator

Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk $L \times C = R$	Control Measures	Residual Risk $L \times C = R$	Responsible Person
8.	Conducting works	Respirable crystalline silica	Inhalation of respirable crystalline silica	$B \times 3 = H12$	When works are conducted using an engineering control measure, BNP will refer to Managing respirable crystalline silica dust exposure in construction and manufacturing of construction elements Code of Practice 2022 Appendix 4 to determine the level of respiratory protection.	$D \times 3 = M6$	BNP representative Plant operator
9.	Handheld power saws (any blade diameter), includes quick cut saws, concrete chasing.	Respirable crystalline silica	Inhalation of respirable crystalline silica	$B \times 3 = H12$	Use saw equipped with integrated water delivery system that continuously feeds water to the blade; and operate and maintain tool in accordance with manufacturer's instructions to minimise dust emissions. If the shift is outdoors and less than 4hs work, the minimum protection factor (MPF) is none. If the shift is outdoors and greater than 4hs work, the minimum protection factor (MPF) is MPF 10. BNP to provide health monitoring, if worker has undertaken tasks requiring RPE for 30+ days in 12 months.	$D \times 3 = M6$	BNP representative Plant operator
10.	Walk-behind saws	Respirable crystalline silica	Inhalation of respirable crystalline silica	$B \times 3 = H12$	Use saw equipped with integrated water delivery system that continuously feeds water to the blade; and operate and maintain tool in accordance with manufacturer's instructions to minimise dust emissions. If the shift is outdoors the minimum protection factor (MPF) is none.	$D \times 3 = M6$	BNP representative Plant operator

Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk L x C = R	Control Measures	Residual Risk L x C = R	Responsible Person
11.	Wearing respiratory protection – MPF 10	Respirable crystalline silica	Inhalation of respirable crystalline silica	B x 3 = H12	<p>MPF 10</p> <ul style="list-style-type: none"> • P1, P2 or P3 filter half facepiece – replaceable filter; or • P1 or P2 disposable facepiece; or • PAPR_P1 filter in PAPR with any head covering of facepiece. <p>When the worker is required to wear respiratory protection, the workers must undergo fit testing:</p> <ul style="list-style-type: none"> • before wearing a specific type of respiratory protective equipment; and • at least annually <p>Workers must be clean shaven when wearing respiratory protective equipment.</p> <p>Each time respiratory protective equipment is worn; the worker must conduct a fit check.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>Cover inlets and try to inhale</p>  <p>Negative pressure fit check</p> </div> <div style="text-align: center;"> <p>Cover exhalation valve and try to exhale</p>  <p>Positive pressure fit check</p> </div> </div>	D x 3 = M6	BNP representative Plant operator

Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk L x C = R	Control Measures	Residual Risk L x C = R	Responsible Person
12.	Clean up / maintenance	Respirable crystalline silica	Inhalation of respirable crystalline silica	B x 3 = H12	<p>General housekeeping and disposal of extracted material can expose a person to respirable crystalline silica.</p> <p>Consider</p> <ul style="list-style-type: none"> • Vacuuming dust on site • Ensuring bags from extraction cannot be damaged and are disposed of appropriately • Ensuring residue from water suppression is cleaned up whilst wet into appropriate bags and disposed of <p>Consider inspection and maintenance of equipment.</p>	D x 3 = M6	BNP representative Site personnel
13.	General site hazards	Fuelling Plant	Contact with fuel Fire	B x 3 = H12	<p>Ensure correct fuel is used.</p> <p>Ensure spill kit and ABE fire extinguisher is available.</p> <p>Ensure no naked flames are in the fuelling area</p>	D x 3 = M6	BNP representative Site personnel
14.		Noise	Exposure to excessive noise Hearing Damage	C x 4 = H12	<p>Assess work area for excessive noise.</p> <p>Generally, if there is a need to shout due to production noise, controls need to be implemented.</p> <p>When deciding control measure, the hierarchy of control must be considered, and the highest reasonably practicable control measure must be used e.g. remove personnel away from the noise rather than PPE.</p>	D x 4 = M8	BNP representative Site personnel

Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk L x C = R	Control Measures	Residual Risk L x C = R	Responsible Person
15.		Dust	Inhalation of airborne contaminants	B x 3 = H12	<p>Work activities that produced to be monitored and where possible dust should be controlled by engineering controls such as water suppression or extraction</p> <p>If dust cannot be controlled that ensure workers are protected by suitable respiratory protection.</p> <p>Ensure other workers are removed from the immediate area.</p>	D x 3 = M6	BNP representative Site personnel
16.		Working outdoors	Heat Stress Skin Cancer	B x 3 = H12	<p>Personnel to be aware of the signs and symptom of heat illness and provided advice on how to minimise the risk including</p> <ul style="list-style-type: none"> • Keep hydrated, about 250ml per 30minutes • Monitor yourself • Check in with your mate • Avoid alcohol and caffeine <p>Signs and symptoms of heat stress include</p> <ul style="list-style-type: none"> • Pale clammy or hot flushed dry skin • Headaches • Nausea and/or vomiting <p>Personnel to be protected from the risk of sun damage. PPE requirements include sunscreen, brims, sunglasses, longs sleeves and long pants.</p> <p>Personnel to report any symptoms of heat illness to BNP representative immediately. Personnel to receive first aid and medical attention.</p> <p>BNP representative to promote heat illness prevention during daily prestart meeting and toolbox meetings.</p>	D x 3 = M6	BNP representative Site personnel

Identified Hazards and Control Measures

Item	Job sequence	Potential Hazards	Risk	Risk L x C = R	Control Measures	Residual Risk L x C = R	Responsible Person
17.	Finalise Works	Equipment left on road Traffic signage not removed / reinstalled	Incident due to contact with equipment Inappropriate signage	B x 4 = E16	<p>BNP representative to inspect closed work area to ensure all equipment is accounted for and packed onto the site vehicles.</p> <p>Liaise with traffic management company before opening work area.</p> <p>Traffic Management company to establish normal traffic conditions.</p> <p>BNP representation to conduct a final inspection to ensure</p> <ul style="list-style-type: none"> • No equipment has been missed • All temporary signage has been removed • All cover traffic signage has been restored 	D x 3 = M6	BNP representative Traffic Management Company

Additional Hazards and Control Measures

Item	Work Activity	What can go wrong	What will be put in place	Responsible Person
1.				
2.				
3.				
4.				
5.				

