

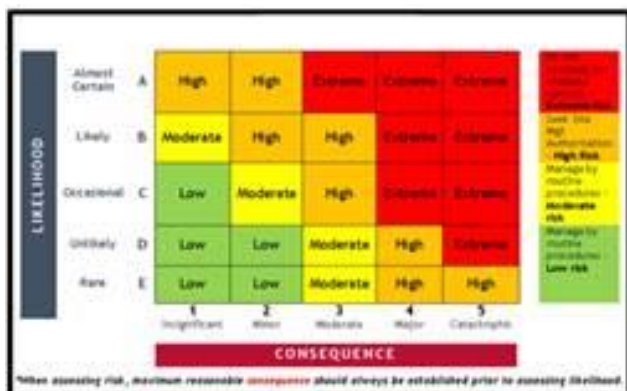
SAFE WORK METHOD STATEMENT

SCSA-SWMS25	Paul Sterling Director (responsible for actioning all controls)	Revised 30/01/2026
CONTRACTOR:		DATE: 2026
ACTIVITY:	CONCRETE PUMPING	
EQUIPMENT:	CONCRETE BOOM PUMP	

HIGH RISK CONSTRUCTION ACTIVITIES – TRA's are mandatory for HRA's, where HRA's are identified below, ensure that all job steps for this work are included in the risk assessment

☐ Risk of a person falling more than 2 metres	☐ Work on a telecommunication tower	☐ Demolition of loadbearing structure	☐ Likely to involve disturbing asbestos	☐ Work in or near a confined space	☐ Work in or near a shaft or trench deeper than 1.5 m or a tunnel
☐ Tilt-up or precast concrete elements	☐ Work on or near energised electrical installations or services	☐ Temporary loadbearing support for structural alterations or repairs	☐ Work on or near chemical, fuel or refrigerant lines	☐ Work on or near pressurised gas mains or piping	☐ Use of explosives
☐ Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	☐ Work in an area with movement of powered mobile plant ☐ Work in areas with artificial extremes of t	☐ Work in or near water or other liquid that involves a risk of drowning	☐ Work in an area that may have a contaminated or flammable atmosphere	☐ Diving work	☐ Work in areas with artificial extremes of temperature

SAFE WORK METHOD STATEMENT



Likelihood		Description	Example
Almost Certain	A	Is expected to occur in most circumstances/Common or repeating occurrence	Multiple occurrences within a month
Likely	B	Will occur in most circumstances	Multiple occurrences within a year
Occasional	C	Could occur infrequently	1-10 year event
Unlikely	D	May occur/Improbable	10-100 year event
Rare	E	Only in exceptional circumstances, practically impossible	100+ year event

Consequence Rating	Insignificant	Minor	Moderate	Major	Catastrophic
People	Report Only, No Injury	FAI	Recordable Injury (MTI, RWI, <u>Minor LTI</u>)	Severe Lost Time Injury	Fatality/Multiple Fatalities
Environment	Degradation confined within the work area with impacts readily addressed & reversible detrimental effects.	Degradation confined within the work area with impacts readily addressed & reversible detrimental effects &, Breach of project or contract EMP.	On-site/Off-site degradation which has persistent (>3 weeks) but reversible impact. Non-compliance with legal & contractual requirements requiring reporting to authorities.	An incident resulting in prosecution under environmental laws.	On-site/Off-site degradation which may have irreversible effects &, An incident resulting in prosecution under environmental laws.
Plant/Property	<\$5K	\$5K - \$20K	\$20K - \$100K	\$100K - \$500K	>\$500K
Community	Complaint at once resolved / no media enquiry	Small no. Of Complaints / low cost / local community media attention	Repeated complaints from same area, state/ media interest	Community discontent & impact on viability of business/ National media attention	Complete loss of trust/social unrest/dissention & likely closure of business/ National media attention
Legal Compliance	Minor breach not attracting regulatory body	Issue resulting in notice / fine	Prosecution & penalty or fine	Prosecution, suspension of operating <u>licence</u> /criminal conviction	Prosecution/ loss of operating <u>licence</u> or closure of operations/ imprisonment

SAFE WORK METHOD STATEMENT

Steps in Activity	Potential Hazards	Risk	Risk Control Measure	Responsible Person/s	Risk Class Controls in place
General Planning & Set Up of Concrete Pump.	Concrete pump (boom or line) not stable and tipping over. Machine failure. Boom collapsing on workers/equipment/in fastructure. People & Plant Interaction. Working within Rail Corridor. Ensure boom is not extended within restricted areas creating instability of plant.	5A	1. Operator to review site VMP. Exclusion zone to be established. Use spotter when reversing. 2. Reverse siren to be in working order on pump. Pump operators to supply maintenance checklist and logbooks. 3. Where required use appropriate hard wood timbers to support hydraulic jacks. Assess ground conditions to ensure stabilisers are not set up on soft, unstable areas. 4. Ensure perimeter of pump is barricaded/bunted off from unauthorized personnel. 5. Concrete pump to set up in accordance with the manufacture guide. Concrete pumps are to be registered with SafeworkNSW). 6. Operator to ensure no workers permitted under boom during pump operation. 7. Ensure appropriate checks/inspections are conducted on pipes/lines.	Supervisor	3D
Pipeline Couplings	Improperly Placed Clamps may come loose or fly off	5A	1. Only competent & VOC pump operator to set up/use the boom pump as per manufacturers instructions & conduct the prestart check sheet prior to operation. 2. Ensure pipe joints level. 3. Ensure pipe & clamps are clean prior to placement. 4. Pins to be placed on each clamp. 5. Adequately support pipe work.	Supervisor Employees	1D

SAFE WORK METHOD STATEMENT

Steps in Activity	Potential Hazards	Risk	Risk Control Measure	Responsible Person/s	Risk Class Controls in place
Pump Line Inspection Log Book	Pump line blow out under pressure	5A	1. All static lines to be inspected tested and logged. 2. Monthly pipe thickness testing to be completed. 3. Log book to be available for inspection. 4. A copy of all service/maintenance records to be uploaded to Aquipa as part of the onboarding process for all plant & equipment. 5. Ensure competent persons secure line.	Supervisor	2D
Concrete truck deliveries.	Workers struck by moving truck. Truck collision & property damage	5A	1. Concrete company to be provided with the VMP so that delivery drivers are aware of site hazards and locations. 2. Drivers to have a spotter while reversing the boom pump into position. Spotter is to be out of the line of fire and must maintain positive communications with the driver at all times 3. Area for truck to arrive must be cleared and made ready for truck arrival – area is delineated 4. Positive communications with leading hand via 2-way radio on nominated channel	Supervisor/ Foreman	3D
Set up Pouring concrete hose. Concrete through delivery	Movement of pipes under pressure. Manual handling injury from moving rubber hose and line reduction.	5A	1. Anchor & support pipeline, safety pins are to be fitted to clamps. 2. Use J or T bars for rubber hose movements. 3. Elbow to rubber sleeve to be fitted with shackle & chains. 4. 2 persons to lift, lift 1 end to lift pipe. 5. Ensure catch tray is under hopper with plastic membrane.	Employees	3D

SAFE WORK METHOD STATEMENT

Steps in Activity	Potential Hazards	Risk	Risk Control Measure	Responsible Person/s	Risk Class Controls in place
Concrete discharge into hopper	Loss of limbs/serious bodily injuries. Exposure to concrete. Excessive Noise. Falls from height.	5A	1. Grate on hopper to be left down at all times whilst pumping. 2. Cut off switch to be tested daily prior to use. 3. Ensure workers stay out of line of fire of discharging concrete 4. Workers directly involved with the concreting works to wear steel cap boots designed to be worn for concreting & correct hand protection worn to prevent concrete contact. Refer to SDS if exposure occurs.	Supervisor/ Operator	3D
Pouring concrete	Concrete pour and splatter. Poor foundations under outrigger. Boom pump hitting worker causing injury Incorrect pump operation leading to blockages, damaged equipment etc. Faulty issues with pump not identified prior to use. Pump clashing with property & work areas causing damage & injury.	5A	1. Use eye protection such as safety glasses. 2. The use of shields to be used to stop concrete splatter from the pour. 3. Have SDS available. 4. Barricade concreted area after the pour to allow concrete to set and for public safety. 5. Only competent & VOC pump operator to set up/use the boom pump as per manufacturers instructions & conduct the prestart check sheet prior to operation. 6. Operator & supervisor to assess location & possible classes & advise other workers in the vicinity of the planned work ahead.	Supervisor/ Foreman/ Concrete pump operator	3D
		5A	1. Cleared pathways to machinery/vehicles.		2D

SAFE WORK METHOD STATEMENT

Steps in Activity	Potential Hazards	Risk	Risk Control Measure	Responsible Person/s	Risk Class Controls in place
	Personnel and Public Access/impact with machinery/vehicles crushing points		2. Wear Hi-Vis clothing. 3. Plant to have flashing light & beacon. 4. Traffic management plan to be adhered to. 5. Ensure work site is clearly defined and secured. 6. Use spotter to direct concrete trucks.	Truck operator/ All staff on site	
Placing Concrete	Hit by concrete. Back injury from shoveling. Concrete burns. Sunburn, skin cancer, eye damage. Fatigue, dehydration.	5A	1. No persons to be standing in front of concrete hose. 2. Relevant personnel shown correct posture for shoveling. Rotation of workers shoveling concrete to prevent repetitive actions that would cause injuries to personnel. 3. Avoid contact to skin, wash skin and clothing after. 4. Sun protection, PPE equipment such as sun cream, hats, long sleeved shirt, sunglasses. 5. Regular breaks taken during hot days/periods. Try to schedule bulk of works in the cooler times of day rather than middle of day. 6. Maintain water intake & avoid drinks that will assist in dehydration e.g. coffee, energy drinks etc. 7. Provide shaded area for workers to reduce exposure to sun where possible.	Supervisor/ Foreman/Operators	2D
Pump Blockages.	Violent ejection of concrete from hose. Delivery hose/joint failure	5A	1. Ensure AGI not washed in hopper. 2. Contaminants discarded from safety grate. 3. Only necessary personnel to be near pump whilst in operation. 4. Provide delineation too work areas to prevent unauthorised access. 5. Remove non-essential staff from work area.	Concrete pump crew	2D

SAFE WORK METHOD STATEMENT

Steps in Activity	Potential Hazards	Risk	Risk Control Measure	Responsible Person/s	Risk Class Controls in place
Cleaning of pipeline/delivery hose using compressed air and sponge.	Disconnection of pipe under pressure, concrete splash, body injuries, bystanders. Excessive waste & spillage. Not disposing of waste correctly. Damaged air hoses causing possible injuries to bystanders.	5A 3C	1. Only use blow out adapters with air relief valves fitted. 2. Linesman to establish control measures by means of constant communication amongst all personnel involved in the blow out cleaning operations. 3. Double check that air hoses and fittings are suitable and in good order. 4. Insert safety pins in air hose joints. 5. Isolate/barricade area – provide spotter if necessary. 6. No fitting or connection of the pipeline is to be disconnected whilst under pressure. Measures must be taken to prove all pressure has been released prior to any disconnection. 7. Prior to pour, waste bins are in place, ready and are sufficient for the volume 8. Concrete waste to be disposed of in a concrete waste bin only 9. All wash up activities to be conducted in designated wash out bays.	Concrete pump crew	3D 2D
Housekeeping/pump and line cleaning	Slippery surfaces. Trips, Unauthorised use, High velocity projectiles, Hopper jam, Communication failure, Eye damage	5A	1. Ensure all access/egress is cleared of obstacles, remove all unused material from work area e.g., form ply off cuts etc. 2. Only competent operators to operate boom, remove hydraulic legs, etc. 3. Remove rubber hose, sponge catching devise at discharging end to be used. 4. Never stand on hopper grate.	Concrete pump crew	2D

SAFE WORK METHOD STATEMENT

Steps in Activity	Potential Hazards	Risk	Risk Control Measure	Responsible Person/s	Risk Class Controls in place
			5. Always shut down engine when unattended. 6. Always have spare batteries for 2way radios 7. Wear correct PPE e.g., Hard hat, protective eye wear, Hi-Vis clothing. 8. No pipeline connection/fitting should be disconnected unless it has been established that the pipeline is free of internal pressure. 9. The pump operator is to remain at the pump controls while the pipeline is pressurized. 10. Secure all parts of the pipeline to prevent movement during purging.		
Emergency Response	Injury Fatality Environmental damage	5A	• For police, fire or ambulance call “ 000 “ • Follow site emergency & evacuation procedures • Use appropriate communication system eg. Mobile Phone or radio • Check for dangers to self before helping others • Maintain control of the area & stabilize the situation • Apply first aid to the injured worker • Complete an incident report	Supervisor and workers ensure controls followed	2D

SAFE WORK METHOD STATEMENT

Sterling Construction Services (Aust.) Pty Ltd - Personnel Details

Names of personnel trained in activity: All Sterling Construction Services staff	Training details located at: Sterling Construction Services (Aust) Pty Ltd Head Office at 82 Lake Inverell Drive, Inverell, NSW 2360	List of personnel licenses, permits and competencies required for this activity: High Risk license (PB) WH&S General Induction for construction work in NSW. HR Driver's license. RIW card. VOC for operating concrete placing boom (valid within 2yrs from an RTO) Workplace Health & Safety (WH&S) procedures, SWMS & work instructions.
--	--	--

SAFE WORK METHOD STATEMENT

Plant and Equipment Details

List of plant and equipment required for the activities

Callaghan Concrete Boom Pump Model CCP37ZX5
Callaghan Concrete Boom Pump Model CCP31ZXT
Transcrete Concrete Line Pump Model P80

Maintenance checks required and/or undertaken on plant and equipment for the activities

- Daily maintenance service & checks,
- Pre-start check, daily checklist filled out,
- Regular servicing at 250 hour intervals,
- Monthly pipe thickness testing,
- 6 yearly major inspection

List of personal protection equipment (PPE) required for the activities

- Long pants,
- Rail compliant X back shirts,
- Hard hat with brim,
- Steel cap lace up boots,
- Safety glasses,
- Gloves,
- Sunscreen, and
- Hearing protection if required.

Concrete supplier to provide hazardous substance SDS

List of standard operating procedures required to operate plant & equipment

Refer to Operators Handbook

Persons responsible for supervising / inspecting work, work methods, plant & equipment and tools.

On behalf of Sterling Construction Services (Aust) Pty Ltd is Paul Sterling ☎0438 082128

SAFE WORK METHOD STATEMENT

List of codes of practice, legislation, standards, permits & approvals required for this activity- available at Sterling office.

WH&S act 2011

WH&S reg 2017

NSW Code of Practice relevant to works: Construction work, How to manage WH&S risks, Making noise & preventing hearing loss at work, Managing the risk of plant in the workplace, Hazardous manual tasks, Managing risk of Hazardous chemicals in the workplace.

National work health and safety certification standards for users and operators of industrial equipment

AS 2550.15:2019 Cranes, hoists & winches – Safe Use – Concrete placing equipment

Code of practice – WHS induction training for construction

AS 2294.1 -1997-Roll over protective structures for earthmoving machinery – general standard

AS1270-2002- hearing protectors

AS/NZS 1336 –Recommended practices for occupational eye protection

AS/NZ 1337-Eye protectors for industrial applications

Rail Safety National Law

NSW Environmental Protection Authority

WH&S consultation, cooperation, and coordination

First Aid in the workplace

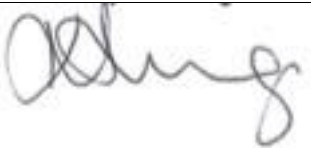
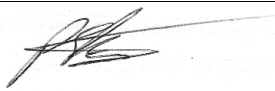
SAFE WORK METHOD STATEMENT

NAMES, SIGNATURES and DATE

WORKER NAME	SIGNATURE	DATE
In signing this form you are acknowledging that you have been trained in this SWMS, understand the content and have had the opportunity to provide input. You also agree to work in accordance with the control measures nominated in this SWMS		

SAFE WORK METHOD STATEMENT

This SWMS has been:

Prepared & signed by Kasey Sterling (Director Secretary)	
Authorised & signed in accordance with Safework NSW COP by Paul Sterling (Director)	
Revision Number:	2026/6
Next Review Date:	30 January 2027