

Safe Work Instruction	Issue date: 09/07/10
<b>Spot Weeding</b>	Review date: 04/05/13

<b>Document no.</b> SMS-06-SW-0799	<b>Work description</b> Spot Weeding		
	<b>Scope</b> Removing weeds on all RailCorp Stations		
<b>Review date</b> 04/05/13	<b>References</b> <a href="#">SMS-06-GD-0001 Guide to Manual Handling</a> <ul style="list-style-type: none"><li>• OHS Regulation 2001 clause 9 Employer to identify hazards</li><li>• OHS Regulation 2001 clause 10 Employer to assess risks</li><li>• OHS Regulation 2001 clause 11 Employer to eliminate or Control Risk</li><li>• Manual Handling Risk Assessment – Spot Weeding 4 August 2007</li></ul>		
	<b>Responsible supervisor</b>  Line Manager	<b>PPE and precautions</b>  Leather Gloves High Visibility Vest (on platforms)	<b>Competencies or qualifications</b>  N/A
<b>Licences or permits required</b>  N/A			
<b>Tools and equipment required</b> Waste receptacle, broom and scoop, long handled scraper			
If control measures are not suitable and major changes are needed, conduct a risk assessment and develop new controls according to <a href="#">SMS-06-PR-0104 WORKPLACE RISK MANAGEMENT</a> .			


### Warning



*Be aware of sharps that could be hidden in areas out of sight. Refer to SWI for handling sharps*  
*Do not complete this task at night or under conditions with limited visibility*  
*When working on the platforms wear a high visibility vest. Do not encroach the danger zone.*  
*When removing weeds near the yellow line or near danger zones arrange for a second person to act as a lookout.*

<b>Note</b>	Do not undertake task for long periods of time where prolonged crouching position and bending is required. Vary with other tasks.
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<b>Preparation</b>	Collect cleaning equipment from store Visually check the area for any hazards and sharps and dispose according to the SWI for handling sharps
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<b>Spot weeding</b>	<b>Option 1</b> <ul style="list-style-type: none"> <li>▪ Wear the leather gloves at all times</li> <li>▪ Scrape the weed off the surface with the long handled scraper</li> <li>▪ Sweep the weeds into scoop as required</li> <li>▪ Dispose of weeds into a waste receptacle</li> </ul> <b>Option 2</b> <ul style="list-style-type: none"> <li>▪ Wear the leather gloves at all times</li> <li>▪ Remove the weeds with your hand</li> <li>▪ Bend hips and knees to half kneel or semi squat position</li> <li>▪ Alternate between left and right hands</li> <li>▪ Sweep the weeds into scoop as required</li> <li>▪ Dispose of weeds into a waste receptacle</li> </ul>	
	 <b>Note</b> Do not undertake the task for long periods of time where prolonged crouching position and bending is required. Vary with other tasks.	