

Resurfacing Machine Maintenance

Issue date: 11/04/08

Review date: 20/02/11

SWMS number: SMS-06-SW-1071	SWMS Name: Resurfacing Machine Maintenance			SWMS Team: Track Review Team
Custodian (Position): Track Works Manager Commercial / Renewals	Assumptions: Site specific risks are addressed and assessed in pre- work briefing			
Approving Authority (Position): Safety and Quality Manager, Commercial / Renewals	Plant/Equipment/Tools: <ul style="list-style-type: none">Track Machines (TJ, BX, DS)Gang BusRMV (Car)Minor Hand ToolsGrease Guns	Records/Reporting: <ul style="list-style-type: none">Worksite Protection PlanPre-Work BriefDaily Plant Check ListMaterial Safety Data Sheets	Permits/licences required: <ul style="list-style-type: none">Track Vehicle Operator Licence	Content reviewed by Technical expert (SME) and RailCorp safety professional (position including Div/Group) Track Works Manager & SEQ Coordinator Asset Management Group Commercial / Renewals
Applicable Standards, Codes of Practice and guidance: <ul style="list-style-type: none">OH&S Act 2000OH&S Regulation 2001Rail Safety Regulation 2003RailCorp Network Rules & ProceduresRailCorp Safety Management System.MSDS for all chemicals and hazardous Substances used on siteNational Code of Practice for Manual Handling [NOHSC:2005]WorkCover NSW Plant GuideAS/NZS 2865:2001 Safe working in a confined space	MIMS or METRE Ref: Nil	Service schedule: Resurfacing Team Leader	Training/Qualifications required: <ul style="list-style-type: none">Construction Industry InductionTrack Safety Awareness orRISI (Rail Industry Safety Induction)Applicable plant and safeworking competencies	
		MIMS or METRE Ref: Nil		
				PPE required: <ul style="list-style-type: none">Safety BootsHigh visibility orange vestHard hatsSafety GlassesDust MasksProtective ClothingHearing protection (as required)Gloves (as required)

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Number	Step	Hazard or human error (Safety/Environmental hazards identified, including physical environment, human errors, plant and equipment)	Risk ranking before controls	Control (to be Implemented to eliminate or reduce the risk to the lowest practicable level)	Risk ranking after controls	Responsibility	Job step to be completed in accordance with (name associated documentation)
1	Arrive at machine location	<ul style="list-style-type: none"> Struck by train Slips, trips and falls Insufficient lighting 	B+	<ul style="list-style-type: none"> Staff to be vigilant Must be briefed prior to entry to danger zone PPE (Safety boots, hard hats, HV vests, eye protection) Hand lamps supplied for night work 	C -	All staff involved in Machine Maintenance	RailCorp Network Rules and Procedures
2	Site review and induction briefing	<ul style="list-style-type: none"> Struck by train Slips, trips and falls Insufficient lighting 	B+	<ul style="list-style-type: none"> Staff to be vigilant Must be briefed prior to entry to danger zone PPE (Safety boots, hard hats, HV vests, eye protection) Hand lamps supplied for night work 	C -	Protection Officer	RailCorp Network Rules and Procedures
3	Servicing of machines	<ul style="list-style-type: none"> Pinch points Hazardous substances Manual lifting Plant operating with people in unsafe places 	C +	<ul style="list-style-type: none"> Signage of pinch points, guarded as required Wear gloves Know details of MSDS Maximum 20kg lift, shared lifts Lift with straight back and bend knees Implement correct tagging process Communication of restriction Audible and visible warning signals when machine starting to move Follow correct Machine Isolation Procedure 	D	All Staff	Applicable MSDS (Hydraulic Oil, Fuel)

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4	Replace broom tufts	<ul style="list-style-type: none"> Falling ballast and other objects whilst removing stuck ballast from inside broom box Working in confined space under broom box 	C +	<ul style="list-style-type: none"> Working with correct manual handling techniques Wear PPE (Safety boots, Hard Hats, HV vests, Eye Protection, Gloves, Dust Masks) Staff to be vigilant 	D	All Staff	

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NOTE: Each work group or team member must sign off on the SWMS to acknowledge they have been briefed about or instructed in the SWMS

Team member name (Please print)	Team Member signature	Instructor/ Briefer name	Date	Team member name (Please print)	Team Member signature	Instructor/ Briefer name	Date

RailCorp Level 2 Risk Matrix - Regional & Local (Workplace)			Likelihood/Frequency						
			Event Frequency	Less than once every 1000 years	Once every 100 to 1,000 years	Once every 10 to 100 years	Once every 1 to 10 years	More than once per year up to and including 10 times per year	More than 10 times per year
			Historical (Likelihood)	Unheard of in the rail industry	Has occurred once or twice in the rail industry	Has occurred many times in the rail industry, but not in NSW	Has occurred once or twice in NSW	Has occurred frequently in NSW	Has occurred frequently at specific locations
			Workplace Predictive (Likelihood)	Not expected to occur	May occur only in exceptional circumstances	Could occur at some time but not likely	You would expect it to occur at least once in the next 10 years performing similar activities	You would expect it to occur at least once this year performing similar activities	You would expect it to occur at least once this month performing similar activities
Consequence			F1	F2	F3	F4	F5	F6	
			Incredible	Improbable	Remote	Occasional	Probable	Frequent	
>10 Fatalities	C6	Disastrous	B-	B+	A	A	A	A	
2-10 Fatalities	C5	Catastrophic	C+	B-	B+	A	A	A	
1 Fatality (2-10 Major Injuries)	C4	Critical	C-	C+	B-	B+	A	A	
1 Major Injury	C3	Major	D	C-	C+	B-	B+	A	
1 or more Minor Injuries	C2	Minor	D	D	C-	C+	B-	B+	
First aid treatment, or illness/injury not requiring treatment	C1	Negligible	D	D	D	C-	C+	B-	

Definition for Use - Regional & Local level (Workplace)

Used for workplace hazards and safety risks that do not consider the whole of the network. Indicatively this matrix is appropriate for use where the hazards under consideration are up to 10% of the total network exposure. This includes regional and local workplace risk assessments.

As an example, the Level 2 scale would be used when examining the risk of slips, trips and falls on specific RailCorp platforms within a region or at a particular station, or the risk of fire within a depot.

There are 3 options for descriptors which can be used to determine the frequency category. One set of descriptors is provided for frequency, one for historical likelihood, and one for predictive likelihood in the workplace. Choose the most appropriate.

To score the risk, follow the steps:

1. Identify the magnitude of the credible consequence if the risk were to occur. If applicable, risks should be considered in terms of the safety (this matrix), commercial and environmental impact (using other matrices).
2. Identify the likelihood of this level of consequence occurring. (This is done after considering the effectiveness of the current controls in place)
3. Score the risk using the combination of likelihood and consequence ranking.

Note: Where there are a range of credible consequences which may lead to a different level or risks and/or where the controls may be different. It may be useful to score the risk more than once.