

Reconditioning step chain

Issue date: 08/09/10

Review date: 08/09/13

SWMS number: SMS-06-SW-0908	SWMS Name: Reconditioning step chain			SWMS Team: Ray Stokmanis Vinesh Pathman
Custodian (Position): Manager Infrastructure Facilities	Assumptions: Work is carried out in a controlled workshop environment			
Approving Authority (Position): General Manager Infrastructure Maintenance Division	Plant/Equipment/Tools: <ul style="list-style-type: none">Hydraulic pressHand toolsMachine toolsIndustrial parts washer	Records/Reporting: Work Order	Permits/licences required: Nil	Content reviewed by Technical expert (SME) and RailCorp safety professional (position including Div/Group) Manager Lifts and Escalators Safety and Systems Manager Asset Management Division Buildings and Sidings
Applicable Standards, Codes of Practice and guidance: <ul style="list-style-type: none">OH&S act 2000OH&S regulations 2001Workcover NSW CoP for the control of workplace Hazardous SubstancesLift code AS1735				Inspection requirements <ul style="list-style-type: none">Plant checklist
				PPE required: <ul style="list-style-type: none">Safety BootsSafety EyewearHard Hat as requiredProtective ClothingSafety Vest 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	Workers undertake pre-work briefing	Workers not aware of safety requirements and emergency procedures	B-	Supervisor of the depot carries out a pre work briefing	C-	Supervisor	SMS-06-FM-0163 Pre work briefing
2	Verify competence of personnel doing the task and currency of qualifications.	Accident or injury through use of personnel who are not competent in carrying out the work	C+	Check and verify competency cards	C-	Supervisor Workteam	
3	The process of reconditioning the step chain comprises the following sequence: 1.Strip 2 Clean 3 Examine 4 Rebuild NOTES: the risks and control measures apply to all processes.	Manual handling	B+	Use correct techniques as identified in the Manual handling guide	C-	Workteam	SMS -06-GD 0001 manual handling
		Injury from using parts washer (burn, chemical exposure) Hazardous substances	C+	Staff trained in safe use of machine. Use PPE – face shield as stated in risk assessment	D	Workteam	SMS-06-0193 Safe handling of solvents MSDS and hazardous chemical risk assessment for all chemicals used
		Cuts and abrasions	B-	Use PPE gloves	D	Workteam	
		Pinch / Crushing injury when using press	B-	Competent staff Exercise caution around identified hazards	D	Workteam	
		Obstruction in workplace	B-	Maintain work area in clean dry and tidy Hazards identified in pre work briefing	D	Workteam	
		Electrocution when using portable power tools and leads	B-	Power tools tested and tagged All electric leads tested and tagged All leads to be elevated off the ground where possible and used in a manner so as to minimise damage.	D	Workteam	SMS 06-SW-0267 testing and tagging SMS 06 Electric shock protocol
		Use of hand tools and machinery	B-	Competent operator to operate machinery Safety guards to in place & correctly maintained. Tools and equipment inspected and fit for purpose Stop use of machinery where hazards exists. Portable electric equipment tested and have current tag.	D	Workteam	

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4	Placement and storage of assembled chain parts in crates	Manual handling injuries	B-	Assess, discuss and agree on the safest way to lift, move and stack crates.	C-	Workteam	SMS -06-GD 0001 manual handling
		Cuts and abrasions	C+	PPE use gloves	D	Workteam	
		Falling parts	B-	Do not stack full crates greater than four high	D	Workteam	

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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
			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
			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
Consequence				F1	F2	F3	F4	F5
				Incredible	Improbable	Remote	Occasional	Probable
>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.