

Safe Work Instruction	Issue date: 09/07/10
<b>Removing Chewing Gum</b>	Review date: 04/05/13

<b>Document no.</b> SMS-06-SW-0796	<b>Work description</b> Removing chewing gum from all hard surfaces		
	<b>Scope</b> Applies to all RailCorp Stations		
<b>Review date</b> 04/05/13	<b>References</b> <ul style="list-style-type: none"> <li>• <a href="#">SMS-06-GD-0001 Guide to Manual Handling</a></li> <li>• Applicable Material Safety Data Sheets</li> <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>• WorkCover Code of practice: Control of Workplace Hazardous Substances</li> <li>• OHS Regulation 2001 chapter 6 Hazardous Substances</li> <li>• WorkCover Code of practice: Storage of Enzymatic Detergent Powders and Liquids</li> <li>• Manual Handling Risk Assessments – Removing Chewing Gum 29 July 2007</li> </ul>		
<b>Responsible supervisor</b>	<b>PPE and precautions</b>	<b>Competencies or qualifications</b>	<b>Licences or permits required</b>
Line Manager	<ul style="list-style-type: none"> <li>• Leather gloves (when using scraper)</li> <li>• Rubber gloves (when using Chewing Gum Remover)</li> <li>• Safety Glasses</li> <li>• High Visibility Vest when removing chewing gum on platforms</li> </ul>	N/A	N/A
<b>Tools and equipment required</b>			
Long handled scraper, hand held scraper / spatula,			
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 biological hazards at all times. Carry the long handled blade vertically with the blade facing the ground or transport the blade in the cleaning trolley with the blade down.

<b>Preparing work area</b>	To prepare the work area: <ul style="list-style-type: none"> <li>• Check the equipment is in good condition and replace the blade if required</li> <li>• Make sure all PPE is in satisfactory condition and worn correctly.</li> </ul>
<b>Removing the chewing gum</b>	<b>Option 1 – Using scraper only</b> <ul style="list-style-type: none"> <li>• Wear the leather gloves at all times</li> <li>• Scrape the gum off the surface with the scraper – scrape away from your body.</li> <li>• Do not overreach – move close to the substance to be removed</li> <li>• Clean the blade with the spatula into a waste receptacle</li> <li>• Sweep the area as required</li> </ul> <b>Option 2 – Using aerosol chewing gum remover and scraper</b> <ul style="list-style-type: none"> <li>• Wear the rubber gloves at all times</li> <li>• Spray chewing gum remover aerosol a palm's length away from gum</li> <li>• Do not spray close to other persons</li> <li>• Allow gum to harden</li> <li>• Scrape the gum off the surface with the scraper – being careful to scrape away from your body.</li> <li>• Do not overreach – move close to the substance to be removed</li> <li>• Clean the blade with the spatula into a waste receptacle</li> <li>• Sweep the area as required</li> </ul>
<b>Replacing the blade</b>	<ul style="list-style-type: none"> <li>• Wear the leather gloves at all times</li> <li>• Place the blade on a firm surface with the blade facing away from the person</li> <li>• Carefully unscrew the blade holder and remove the blade</li> <li>• Discard the blade in a sharps container</li> <li>• Replace the blade and make sure the blade is firmly secured in the blade holder</li> </ul>