



SAFE WORK INSTRUCTION (SWI)

Fairlead Clean (Dragline)

Owner: Dragline Cleaning Services Pty Ltd

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Version 1

Authorised by Justin Goodwin – General Manager

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IMPORTANT – PRIOR TO COMMENCING THE TASK, identify any additional **HAZARDS** and **CONTROLS** that may be required to reduce the risk to a level as low as reasonably achievable.

Consider the skills and experience of the PEOPLE involved, the suitability of the EQUIPMENT to be used, and the workplace ENVIRONMENT. Any additions noted are to be submitted to the Document Owner for updates to this Work Instruction.

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| <p>Related Procedures, Information and Documents</p> <p><i>Documented information specifically related to the task, SOPs, SDS, OEM, permits etc.</i></p> | <ul style="list-style-type: none"> • Site specific Isolation SOP • Site specific Manual Handling SOP • SDS Genesis E-Greaser • Site Specific PTW • Working at Heights – Site authorised • OEM– EWP Truck • OEM – Hot Water Blast Truck |
| <p>Related Permits</p> | <ul style="list-style-type: none"> • Site Permit to work • Working at Heights Permit (depending model of machine) • Working at Heights with an EWP |
| <p>Tools and Equipment</p> <p><i>Specific tools and equipment needed to complete the task (other than standard equipment)</i></p> | <ul style="list-style-type: none"> • Paint Scrappers • Waste Bags • Buckets • Brooms/Floor Scrapper • Spray Bottles • Degreaser • Shovels |

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| <p>Additional PPE</p> <p><i>Specific PPE needed for the task (not including site standard minimum)</i></p> | <ul style="list-style-type: none"> • Dust Mask (When Required) • Respirator (When Required) • Overalls • Safety Glasses • Gloves • Hearing Protection (When Required) • Hard Hat • Head Lamps/Working Light (When Required) • Lanyards and Harnesses • EWP/EWP Truck • Hot Water Blast Truck |
| <p>Skills or Roles</p> <p><i>Specific skills or roles needed for the task</i></p> | <ul style="list-style-type: none"> • Work Area Familiarisation • Completion of work base training |
| <p>Isolation</p> <p><i>Specific isolation points relevant to the task are identified along with how the isolation will be verified or “tested for dead”</i></p> | <p style="text-align: center;">Isolation Point</p> <ul style="list-style-type: none"> • Group Isolation of equipment • Confirming Drag or Hoist Motors is under group isolation depending on what fairleads you are working on. If not, personally isolate at motor isolation point. |
| <p>Detailed Task Description</p> <p><i>Detailed methodology considering all items listed above</i></p> | <ol style="list-style-type: none"> 1. Escort DCS Field Team and DCS Supervisor to location 2. General Group Isolation of the machine <ol style="list-style-type: none"> a. Lock on to group isolations/ equipment isolations as specified on RA and at Pre-start. b. Confirming Drag or Hoist Motors is under group isolation depending on what fairleads you are working on. If not, personally isolate at motor isolation point. |

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| | 3. Set up |
| | 4. Clean Fairleads – BULK REMOVAL SCRAPERS <ol style="list-style-type: none"> a. If required complete W@H permit with spotter and drop zone b. Check harnesses and lanyards and attached to appropriate anchor points (in EWP or on Dragline) c. Scrap all rope lube and dirt from around fairleads |
| | 5. Fairlead Clean Hot Wash <ol style="list-style-type: none"> a. If required complete W@H permit with spotter and drop zone b. Check harnesses and lanyards and attached to appropriate anchor points (in EWP or on Dragline) c. If too much to water blast, scrap rope lube and dirt from around fairleads d. Hot Water Wash – Starting from the top working your way down |
| | 6. Pack up work area, double check work area if free of any debris and tools |
| | 7. Report any defects to the supervisor |

| Job Steps | Known Hazards | Identified Controls | Responsible Person |
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| 1. Escort DCS Field Team and DCS Supervisor to location. - Ensure site access (people and fleet) and radio communication protocols are adhered to. Site access checks and Vehicle Compliance are undertaken prior to site entry to ensure authorisations. | <ul style="list-style-type: none"> • Uncontrolled movement • Vehicle interactions • Mechanical breakdowns • Road conditions • Other Workers in Area | <ul style="list-style-type: none"> ○ Chock vehicle fundamentally stable ○ Escort/planned route/communication procedures ○ Pre-start/up to standard maintenance ○ Drive to conditions/monitor road conditions ○ Positive communication/two-way radio/Verbal | DCS Field Team and DCS Supervisor |
| 1. General Group Isolation of the machine | <ul style="list-style-type: none"> • Electrical, Mechanical, Stored pressure | <ul style="list-style-type: none"> ○ Identify energy source, lock onto group isolation to access machine ○ Confirming Drag or Hoist Motors is under group isolation depending | DCS Field Team and DCS Supervisor |

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| Job Steps | Known Hazards | Identified Controls | Responsible Person |
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| <p>a. Lock on to group isolations/ equipment isolations as specified on RA and at Pre-start.</p> <p>b. Confirming Drag or Hoist Motors is under group isolation depending on what fairleads you are working on. If not, personally isolate at motor isolation point.</p> | | <p>on what fairleads you are working on. If not, personally isolate at motor isolation point.</p> | |
| | <ul style="list-style-type: none"> • Uncontrolled release of energy sources • Uncontrolled movement | <ul style="list-style-type: none"> ○ Positive isolation and secure ○ Place Tags, Locks or Permits ○ Positive isolation and secure ○ Verify Isolation (Test for Dead) | |
| <p>2. Set-up at location</p> <p>a. Participate in site prestart, sign onto Risk assessment, under-take a SLAM/Take 5, review scope with site representatives and DCS field Team. allocate Scope to teams of employees based on experience, capabilities, and authorisations.</p> | <ul style="list-style-type: none"> • Electrocutation / Release of energy sources | <ul style="list-style-type: none"> ○ Positive isolation, lock tag test for dead ○ Identify Energy Source ○ Verify Isolation (Test for dead) ○ Conduct Risk Assessment | DCS Field Team and DCS Supervisor |
| | <ul style="list-style-type: none"> • Slips (Oil Spills, Grease Spills, Water)/trips (Poor housekeeping, Hoses, tools and equipment)/falls (access and egress) | <ul style="list-style-type: none"> ○ Situational Awareness, appropriate footwear, 3 points of contact ○ Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> • Pinch points (Doors, Hinges, Latches, Hoses and Ropes) | <ul style="list-style-type: none"> ○ Situational Awareness, correct PPE, Stay out of the line of fire ○ Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> • Noise Pollution | <ul style="list-style-type: none"> ○ Conduct Risk Assessment ○ Earplugs when needed, on person at all times | |
| | <ul style="list-style-type: none"> • Falling Objects | <ul style="list-style-type: none"> ○ Drop Zone and Spotter | |
| | <ul style="list-style-type: none"> • Dust Pollution | <ul style="list-style-type: none"> ○ Conduct Risk Assessment ○ Dust masks when needed, on person at all times, respirator, adequate ventilation | |
| | <ul style="list-style-type: none"> • Overexertions / Incorrect lifting techniques | <ul style="list-style-type: none"> ○ Team lift, fatigue management plans, correct lifting techniques, | |

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| Job Steps | Known Hazards | Identified Controls | Responsible Person |
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| | <ul style="list-style-type: none"> • Back injuries, sprains & strains | <ul style="list-style-type: none"> ○ rotate tasks, mechanical lift if needed ○ Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> • Dehydrations/Heat Stress | <ul style="list-style-type: none"> ○ Drinking water on hand, work to conditions, regular breaks | |
| | <ul style="list-style-type: none"> • Other Workers in Area | <ul style="list-style-type: none"> ○ Positive communication/two-way radio/Verbal, Barricades, signage/Tags, spotter when needed | |
| <p>4. Clean Fairleads – BULK REMOVAL SCRAPERS</p> <p>a. If required complete W@H permit with spotter and drop zone</p> <p>b. Check harnesses and lanyards and attached to appropriate anchor points (in EWP or on Dragline)</p> <p>c. Scrap all rope lube and dirt from around fairleads</p> | <ul style="list-style-type: none"> • Electrocutation / Release of energy sources | <ul style="list-style-type: none"> ○ Positive isolation, lock tag test for dead ○ Identify Energy Source ○ Verify Isolation (Test for dead) ○ Conduct Risk Assessment | DCS Field Team and DCS Supervisor |
| | <ul style="list-style-type: none"> • Slips (Oil Spills, Grease Spills, Water)/trips (Poor housekeeping, Hoses, tools and equipment)/falls (access and egress) | <ul style="list-style-type: none"> ○ Situational Awareness, appropriate footwear, 3 points of contact ○ Conduct Risk Assessment | |
| <p>5. Fairlead Clean Hot Wash</p> <p>a. If required complete W@H permit with spotter and drop zone</p> <p>b. Check harnesses and lanyards and attached to appropriate anchor points (in EWP or on Dragline)</p> <p>c. If too much to water blast, scrap rope lube and dirt from around fairleads</p> | <ul style="list-style-type: none"> • Pinch points (Doors, Hinges, Latches, Hoses and Ropes) | <ul style="list-style-type: none"> ○ Situational Awareness, correct PPE, Stay out of the line of fire ○ Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> • Noise Pollution | <ul style="list-style-type: none"> ○ Conduct Risk Assessment ○ Earplugs when needed, on person at all times | |
| | <ul style="list-style-type: none"> • Dust Pollution | <ul style="list-style-type: none"> ○ Conduct Risk Assessment ○ Dust masks on person at all times, respirator, adequate ventilation | |
| | <ul style="list-style-type: none"> • Falling Objects | <ul style="list-style-type: none"> ○ Drop Zone and Spotter | |

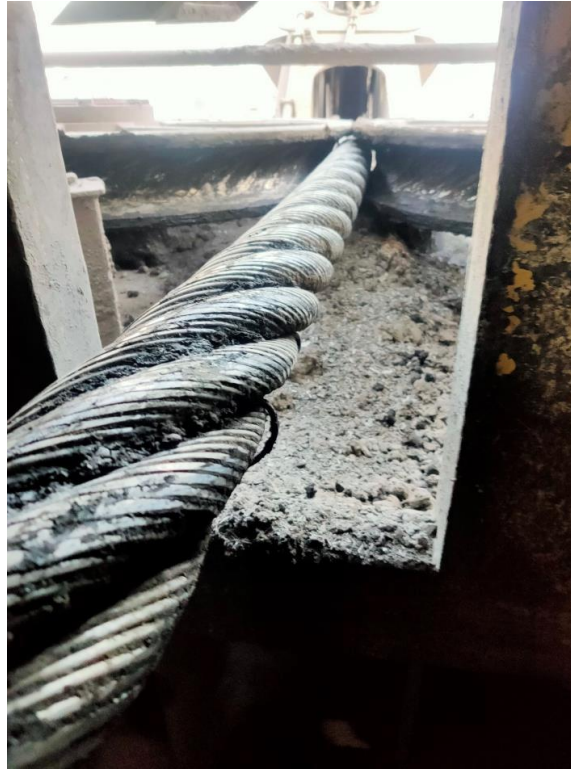
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| Job Steps | Known Hazards | Identified Controls | Responsible Person |
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| <p>Hot Water Wash – Starting from the top working your way down</p> <p>Note: Each area is required to be designated on the scope of works provided by site, the list below is not specific order as each site requirement is as needs requested. Refer to each sub section with the know hazard identified the same for each.</p> | <ul style="list-style-type: none"> • Overexertions / Incorrect lifting techniques <ul style="list-style-type: none"> - back injuries, sprains & strains • Dehydrations/Heat Stress • Other Workers in Area • High Pressure water • Incorrect Operation of EWP • Working at Heights | <ul style="list-style-type: none"> ○ Team lift, fatigue management plans, correct lifting techniques, rotate tasks, mechanical lift if needed ○ Conduct Risk Assessment ○ Drinking water on hand, work to conditions, regular breaks ○ Positive communication/two-way radio/Verbal, Barricades, signage/Tags, spotter when needed ○ Trained and competent (Authorised, depending on sites) ○ Trained, competent and authorised personnel operating ○ W@H Permit, Spotter, drop zone, ○ Checking Harnesses and Lanyards are in working order, tagged and in date. | |
| <p>6. Pack up work area, double check work area if free of any debris and tools</p> <p>- Remove Rubbish, tools, and equipment from job site. Ensure guarding or barriers are placed back in original position. Permits and job sheets to be signed off by appointed Supervisors. Remove</p> | <ul style="list-style-type: none"> • Electrocutation / Release of energy sources | <ul style="list-style-type: none"> ○ Positive isolation, lock tag test for dead ○ Identify Energy Source ○ Verify Isolation (Test for dead) ○ Conduct Risk Assessment ○ | DCS Field Team and DCS Supervisor |

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| Job Steps | Known Hazards | Identified Controls | Responsible Person |
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| Isolation Lock. Advise Supervisor of any comments or unfinished work. Pack-up vehicles ready to leave job site. | <ul style="list-style-type: none"> Slips (Oil Spills, Grease Spills, Water)/trips (Poor housekeeping, Hoses, tools and equipment)/falls (access and egress) | <ul style="list-style-type: none"> Situational Awareness, appropriate footwear, 3 points of contact Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> Pinch points (Doors, Hinges, Latches, Hoses and Ropes) | <ul style="list-style-type: none"> Situational Awareness, correct PPE, Stay out of the line of fire Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> Noise Pollution | <ul style="list-style-type: none"> Conduct Risk Assessment Earplugs when needed, on person at all times | |
| | <ul style="list-style-type: none"> Dust Pollution | <ul style="list-style-type: none"> Conduct Risk Assessment Dust masks when needed, on person at all times, respirator, adequate ventilation | |
| | <ul style="list-style-type: none"> Falling Objects | <ul style="list-style-type: none"> Drop Zone and Spotter | |
| | <ul style="list-style-type: none"> Overexertions / Incorrect lifting techniques <ul style="list-style-type: none"> Back injuries, sprains & strains | <ul style="list-style-type: none"> Team lift, fatigue management plans, correct lifting techniques, rotate tasks, mechanical lift if needed Conduct Risk Assessment | |
| | <ul style="list-style-type: none"> Dehydrations/Heat Stress | <ul style="list-style-type: none"> Drinking water on hand, work to conditions, regular breaks | |
| 7. Report any defects to the supervisor | <ul style="list-style-type: none"> NIL | <ul style="list-style-type: none"> NIL | DCS Field Team and DCS Supervisor |

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Fair Leads Area before clean

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Stop Points *(Identified points in the task where the work is to stop for the completion of activities, checks of control effectiveness, inspections or tests)*

| Work Task Stop Points <i>(if any)</i> <i>Any need to stop during the task, where identified by the supervisor OR work Group</i> | Identified Stop Points | What is to Occur |
|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------------------------------------------------------------------|
| | New workers to the area | Stop and Review Hazards |
| | Weather Changes | Stop and Review Hazards, Report to supervisor of change, before returning to work. |
| | Isolation Change | Stop and Review Hazards, Report to supervisor of change, before returning to work. |
| | | |
| User to Note any Additional Stop Points | What is to Occur | |
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We have reviewed the task/work area and have identified any additional HAZARDS and implemented CONTROLS to reduce the risk to a level as low as reasonably achievable.

We have considered the skills and experience of the PEOPLE involved, the suitability of the EQUIPMENT to be used, and the workplace ENVIRONMENT and have determined that risk is at an acceptable level.

Review Acknowledgement *(Work Group and Supervisor)*

| Work Group | Name | Signature | Name | Signature |
|------------|------|-----------|-----------|-----------|
| | | | | |
| | | | | |
| | | | | |
| Supervisor | Name | | Signature | |