



METROMIX

Big enough to
DELIVER
small enough to
CARE

**METROMIX SAFE DELIVERY OF QUARRY PRODUCTS
CUSTOMER INFORMATION PACK**



Dear Valued Customer,

At Metromix we are committed to providing excellence in the delivery service of our quarry products to our customers. Part of this service is to ensure that deliveries of quarry products to your site are performed in a safe manner that is consistent with Metromix's commitment to the health and safety of our contractors, employees and customers.

Metromix has comprehensive safety, health and environmental management systems covering all aspects of its operations. Metromix is pleased to provide you with a range of safety information relevant to the safe delivery of quarry products as performed by Metromix.

This information pack should contain the following:

- Metromix Safety Health and Environment Policy;
- Material Safety Data Sheet for Metromix Marrangaroo Aggregate; and
- Job Safety and Environmental Analysis for the Safe Delivery of Quarry Products.

This information does not represent the full range of information available for the delivery of quarry products to customers, so should further information be required please contact the relevant Metromix Manager responsible for your site. A contact listing is contained below to assist you in this process.

Regards,

Andrew Georgiou
Metromix Risk Manager
(0418 167 121)

Quarries Divisional Manager – Bill Sanderson

Site	Manager	Title	Contact No.
Marrangaroo Quarry	Jessica Mann	Sales Representative	0437 147 941
Marrangaroo Quarry	Colinette Morris	Quarry Allocator	02 6351 4209
Marrangaroo Quarry	Shane Burton	Quarry Manager	0423 832 215



HEALTH, SAFETY AND ENVIRONMENTAL POLICY

Metromix is committed to providing its employees and contractors a safe and healthy environment to work in by continuously improving its safety and environmental performance through a focus on: -

- Providing and constantly reviewing safe equipment and work areas;
- Operating, maintaining and reviewing safe and environmentally responsible systems and practices;
- Use natural resources responsibly to minimise the environmental impacts of our activities;
- Ensuring access to and communication of the companies expectations as well as training in the policies procedures and systems;
- Holding all levels of Management accountable for health and safety matters in their area of responsibility, while at the same time recognising that each employee has direct responsibility to follow practices which ensure their own health and safety and that of their fellow employees;
- Encourage employees to consider their health and wellbeing and the environment in all aspects of their lives.

Metromix respects the interests of the community and will regularly review its operations and performance to ensure compliance with its statutory requirements and support continuous improvement. It is recognised that consultation with employees, contractors, suppliers and customers is fundamental to Metromix's success.

DAVID CILENTO
GENERAL MANAGER
METROMIX

March 2009

POLICY

NO: OPM 3.1-001
PAGE: 1 of 1
ISSUE DATE: 11/06/08



Product Name: Metromix Marrangaroo Aggregate

Page: 1 of 4

This revision issued: May, 2008

SECTION 1 - IDENTIFICATION OF CHEMICAL PRODUCT AND COMPANY

Metromix Quarry Division
Level 4, 107 Phillip Street
Parramatta NSW 2150

ABN 39 002 886 839

Phone: 02 9849 7400

Fax: 02 8837 7106

Substance: Crushed, slightly weathered quartzite rock.
Trade Name: Metromix Marrangaroo Aggregate
Product Use: Aggregate for many applications.
Creation Date: August, 2003
Revision Date: May, 2008

SECTION 2 - HAZARDS IDENTIFICATION

Statement of Hazardous Nature

This product is classified as: Not classified as hazardous according to the criteria of ASCC Australia.

Not a Dangerous Good according to the Australian Dangerous Goods (ADG) Code.

Risk Phrases: Not Hazardous - No criteria found.

Safety Phrases: Not Hazardous - No criteria found.

SUSDP Classification: None allocated.

ADG Classification: None allocated. Not a Dangerous Good.

UN Number: None allocated

Emergency Overview

Physical Description & colour: Clear, crushed aggregate. Hard, robust and angular.

Odour: No odour.

Major Health Hazards: no significant risk factors have been found for this product.

Potential Health Effects

Inhalation

Short term exposure: Available data indicates that this product is not harmful. In addition product is unlikely to cause any discomfort or irritation.

Long Term exposure: A commonly known health hazard which has been associated historically with the inhalation of silica-containing dusts is silicosis. Silicosis is a fibrotic lung disease (development of scar tissue in the lungs) which can be progressive and disabling; it can lead to death. It is the primary health risk from breathing silica and the oldest known occupational disease.

To pose a danger to the lungs, a dust particle must be respirable. A dust particle is considered respirable if it is smaller than 10 micrometers. Dust particles that are respirable are capable of being inhaled into the conducting airways and gas exchange regions of the lungs. Dust particles larger than 10 micrometers are not capable of penetrating the defense mechanisms of the lung to produce injury to the important lower regions of the lung where oxygen transfer takes place.

There are three different types of silicosis. Chronic silicosis may result from prolonged inhalation of excessive levels of respirable silica dust, and may take many years of exposure to develop. A second type, accelerated silicosis, may occur in a relatively shorter period of time from the inhalation of intense excessive levels of respirable silica dust. Acute silicosis, the third type, develops rapidly and has been reported in occupations such as sand blasting and drilling through silica-containing rock. Cases of acute silicosis and complicated cases of chronic silicosis and accelerated silicosis can be fatal.

Skin Contact:

Short term exposure: Available data indicates that this product is not harmful. It should present no hazards in normal use. In addition product is unlikely to cause any discomfort in normal use.

Long Term exposure: No data for health effects associated with long term skin exposure.

Eye Contact:

Short term exposure: This product may be mildly irritating to eyes, but is unlikely to cause anything more than mild discomfort which should disappear once product is removed.

Long Term exposure: No data for health effects associated with long term eye exposure.

MATERIAL SAFETY DATA SHEET

Issued by: Metromix Quarry Division

Phone: 02 9849 7400

Poisons Information Centre: 13 1126 from anywhere in Australia, (0800 764 766 in New Zealand)



Product Name: Metromix Marrangaroo Aggregate

Page: 2 of 4

This revision issued: May, 2008

Ingestion:

Short term exposure: This product is unlikely to cause any irritation problems in the short or long term.

Long Term exposure: No data for health effects associated with long term ingestion.

Carcinogen Status:

ASCC: No significant ingredient is classified as carcinogenic by ASCC.

NTP: Silica (quartz) is classed by NTP as a known carcinogen to humans.

IARC: Silica (quartz) is classed by IARC as being carcinogenic to humans.

As discussed above, this assessment relates only to silica that is capable of being inhaled into the oxygen exchange areas of the lungs. This product is not believed to contain particles that small and therefore we believe that this product as supplied offers no measurable risk of causing cancer in workers.

SECTION 3 - COMPOSITION/INFORMATION ON INGREDIENTS

Ingredients	CAS No	Conc, %	TWA (mg/m ³)	STEL (mg/m ³)
Silica (quartz)	14808-60-7	approx 96	0.2	not set
Other non hazardous ingredients	secret	to 100	not set	not set

This is a commercial product whose exact ratio of components may vary slightly. Minor quantities of other non hazardous ingredients are also possible.

The TWA exposure value is the average airborne concentration of a particular substance when calculated over a normal 8 hour working day for a 5 day working week. The STEL (Short Term Exposure Limit) is an exposure value that should not be exceeded for more than 15 minutes and should not be repeated for more than 4 times per day. There should be at least 60 minutes between successive exposures at the STEL. The term "peak" is used when the TWA limit, because of the rapid action of the substance, should never be exceeded, even briefly.

SECTION 4 - FIRST AID MEASURES

General Information:

You should call The Poisons Information Centre if you feel that you may have been poisoned, burned or irritated by this product. The number is 13 1126 from anywhere in Australia (0800 764 766 in New Zealand) and is available at all times. Have this MSDS with you when you call.

Inhalation: First aid is not generally required. If in doubt, contact a Poisons Information Centre or a doctor.

Skin Contact: No specific health data is available for this product. If any unusual symptoms become evident, or if in doubt, contact a Poisons Information Centre or a doctor.

Eye Contact: No effects expected. If irritation does occur, flush contaminated eye(s) with lukewarm, gently flowing water for 5 minutes or until the product is removed. Obtain medical advice if irritation becomes painful or lasts more than a few minutes.

Ingestion: First aid is not generally required. If in doubt, contact a Poisons Information Centre or a doctor.

SECTION 5 - FIRE FIGHTING MEASURES

Fire and Explosion Hazards: There is no risk of an explosion from this product under normal circumstances if it is involved in a fire.

No fire decomposition products are expected from this products at temperatures normally achieved in a fire.

Extinguishing Media: Not Combustible. Use extinguishing media suited to burning materials.

Fire Fighting: If a significant quantity of this product is involved in a fire, call the fire brigade.

Flash point: Does not burn.

Upper Flammability Limit: Does not burn.

Lower Flammability Limit: Does not burn.

Autoignition temperature: Not applicable - does not burn.

Flammability Class: Does not burn.

SECTION 6 - ACCIDENTAL RELEASE MEASURES

Accidental release: Minor spills do not normally need any special cleanup measures. In the event of a major spill, prevent spillage from entering drains or water courses. As a minimum, wear overalls, goggles and gloves. No special recommendations for clothing materials. Stop leak if safe to do so, and contain spill. Sweep up and shovel or collect recoverable product into labelled containers for recycling or salvage, and dispose of promptly. Recycle containers wherever possible after careful cleaning. After spills, wash area preventing runoff from entering drains. If a significant quantity of material enters drains, advise emergency services. This material may be suitable for approved landfill. Ensure legality of disposal by consulting regulations prior to disposal. Thoroughly launder protective clothing before storage or re-use. Advise laundry of nature of contamination when sending contaminated clothing to laundry.

MATERIAL SAFETY DATA SHEET

Issued by: Metromix Quarry Division

Phone: 02 9849 7400

Poisons Information Centre: 13 1126 from anywhere in Australia, (0800 764 766 in New Zealand)



Product Name: Metromix Marrangaroo Aggregate

Page: 3 of 4

This revision issued: May, 2008

SECTION 7 - HANDLING AND STORAGE

Handling: Keep exposure to this product to a minimum, and minimise the quantities kept in work areas. Check Section 8 of this MSDS for details of personal protective measures, and make sure that those measures are followed. The measures detailed below under "Storage" should be followed during handling in order to minimise risks to persons using the product in the workplace. Also, avoid contact or contamination of product with incompatible materials listed in Section 10.

Storage: Store packages of this product in a cool place. Make sure that the product does not come into contact with substances listed under "Materials to avoid" in Section 10. Check packaging - there may be further storage instructions on the label.

SECTION 8 - EXPOSURE CONTROLS AND PERSONAL PROTECTION

The following Australian Standards will provide general advice regarding safety clothing and equipment:

Respiratory equipment: **AS/NZS 1715**, Protective Gloves: **AS 2161**, Industrial Clothing: **AS2919**, Industrial Eye Protection: **AS1336** and **AS/NZS 1337**, Occupational Protective Footwear: **AS/NZS2210**.

Exposure Limits	TWA (mg/m ³)	STEL (mg/m ³)
Silica (quartz)	0.2	not set

Ventilation: No special ventilation requirements are normally necessary for this product. However make sure that the work environment remains clean and that dusts are minimised.

Eye Protection: Eye protection is not normally necessary when this product is being used. However, if in doubt, wear suitable protective glasses or goggles.

Skin Protection: The information at hand indicates that this product is not harmful and that normally no special skin protection is necessary. However, we suggest that you routinely avoid contact with all chemical products and that you wear suitable gloves (preferably elbow-length) when handling this product.

Protective Material Types: There is no specific recommendation for any particular protective material type.

Respirator: If there is a significant chance that dusts are likely to build up in the area where this product is being used, we recommend that you use a suitable Dust Mask. Use a P1 mask, designed for use against mechanically generated particles eg silica & asbestos.

SECTION 9 - PHYSICAL AND CHEMICAL PROPERTIES:

Physical Description & colour:	Clear, crushed aggregate. Hard, robust and angular.
Odour:	No odour.
Boiling Point:	Not available.
Freezing/Melting Point:	No specific data. Solid at normal temperatures.
Volatiles:	Nil.
Vapour Pressure:	Nil
Vapour Density:	No data.
Specific Gravity:	No data. Bulk density min 2.1
Water Solubility:	Insoluble.
pH:	Not applicable.
Volatility:	Nil
Odour Threshold:	No data.
Evaporation Rate:	No data.
Coeff Oil/water distribution:	No data
Autoignition temp:	Not applicable - does not burn.

SECTION 10 - STABILITY AND REACTIVITY

Reactivity: This product is unlikely to react or decompose under normal storage conditions. However, if you have any doubts, contact the supplier for advice on shelf life properties.

Conditions to Avoid: None known.

Incompatibilities: No particular incompatibilities.

Fire Decomposition: No significant quantities of decomposition products are expected at temperatures normally achieved in a fire.

Polymerisation: This product is unlikely to undergo polymerisation processes.

SECTION 11 - TOXICOLOGICAL INFORMATION

Local Effects:

Target Organs: There is no data to hand indicating any particular target organs.

MATERIAL SAFETY DATA SHEET

Issued by: Metromix Quarry Division

Phone: 02 9849 7400

Poisons Information Centre: 13 1126 from anywhere in Australia, (0800 764 766 in New Zealand)



Product Name: Metromix Marrangaroo Aggregate

Page: 4 of 4

This revision issued: May, 2008

CLASSIFICATION OF HAZARDOUS INGREDIENTS

Ingredient Risk Phrases

No ingredient is present at hazardous quantities.

SECTION 12 - ECOLOGICAL INFORMATION

This product is biodegradable. It will not accumulate in the soil or water or cause long term problems.

SECTION 13 - DISPOSAL CONSIDERATIONS

Disposal: Containers should be emptied as completely as practical before disposal. If possible, recycle containers either in-house or send to recycle company. If this is not practical, send to a commercial waste disposal site. This product should be suitable for landfill. However, check with local Waste Disposal Authority before sending there. Note that product properties may have been changed in use, significantly altering it's suitability for landfill. Please do NOT dispose into sewers or waterways.

SECTION 14 - TRANSPORT INFORMATION

ADG Code: This product is not classified as a Dangerous Good. No special transport conditions are necessary unless required by other regulations.

SECTION 15 - REGULATORY INFORMATION

AICS: All of the significant ingredients in this formulation are to be found in the public AICS Database.

SECTION 16 - OTHER INFORMATION

This MSDS contains only safety-related information. For other data see product literature.

Acronyms:

ADG Code	Australian Code for the Transport of Dangerous Goods by Road and Rail, 7th Edition
AICS	Australian Inventory of Chemical Substances
CAS number	Chemical Abstracts Service Registry Number
Hazchem Number	Emergency action code of numbers and letters that provide information to emergency services especially firefighters
IARC	International Agency for Research on Cancer
ASCC	Office of the Australian Safety and Compensation Council
NOS	Not otherwise specified
NTP	National Toxicology Program (USA)
R-Phrase	Risk Phrase
SUSDP	Standard for the Uniform Scheduling of Drugs & Poisons
UN Number	United Nations Number

THIS MSDS SUMMARISES OUR BEST KNOWLEDGE OF THE HEALTH AND SAFETY HAZARD INFORMATION OF THE PRODUCT AND HOW TO SAFELY HANDLE AND USE THE PRODUCT IN THE WORKPLACE. EACH USER MUST REVIEW THIS MSDS IN THE CONTEXT OF HOW THE PRODUCT WILL BE HANDLED AND USED IN THE WORKPLACE.

IF CLARIFICATION OR FURTHER INFORMATION IS NEEDED TO ENSURE THAT AN APPROPRIATE RISK ASSESSMENT CAN BE MADE, THE USER SHOULD CONTACT THIS COMPANY SO WE CAN ATTEMPT TO OBTAIN ADDITIONAL INFORMATION FROM OUR SUPPLIERS. OUR RESPONSIBILITY FOR PRODUCTS SOLD IS SUBJECT TO OUR STANDARD TERMS AND CONDITIONS, A COPY OF WHICH IS SENT TO OUR CUSTOMERS AND IS ALSO AVAILABLE ON REQUEST.

Please read all labels carefully before using product.

This MSDS copyright © Kilford & Kilford Pty Ltd, May, 2008.

<http://www.kilford.com.au/> Phone (02)9251 4532

MATERIAL SAFETY DATA SHEET

Issued by: Metromix Quarry Division

Phone: 02 9849 7400

Poisons Information Centre: 13 1126 from anywhere in Australia, (0800 764 766 in New Zealand)

COR SHE 3.2 – 002 Job Safety and Environmental Analysis (JSEA)



Description of Task: **Date:** **JSEA No:** **Revision No:**

Department/Site: **Location of Task:**

Prepared By: Enter details of Metromix employee and/or contractor responsible for the task

Employee Name(s):

Contractor Name(s):

Contractor Company:

Sign off required by Site Manager/Supervisor or Metromix representative:

JSA accepted? Yes No

Name: **Date:**

Title: **Signature:**

Details of Task:

Select the type of work, category and frequency of task to be performed

Type of Work:	Category:	Frequency:	Monthly	<input type="checkbox"/>
Routine <input checked="" type="checkbox"/>	Chemical <input type="checkbox"/>	Once-off <input type="checkbox"/>	Quarterly	<input type="checkbox"/>
Non-Routine <input type="checkbox"/>	Cleaning <input type="checkbox"/>	Daily <input checked="" type="checkbox"/>	Six monthly	<input type="checkbox"/>
Contracted <input type="checkbox"/>	Explosive <input type="checkbox"/>	Weekly <input type="checkbox"/>	Annually	<input type="checkbox"/>
Other <input type="checkbox"/>	Electrical <input type="checkbox"/>	Other Services <input checked="" type="checkbox"/>	Fortnightly <input type="checkbox"/>	Other <input type="checkbox"/>

Select the type of PPE required to perform the task safely

PPE Required :	High-vis clothing	<input checked="" type="checkbox"/>	Gloves	<input checked="" type="checkbox"/>	Oxy-goggles	<input type="checkbox"/>	Safety/hazard signs	<input type="checkbox"/>
Hard hat <input checked="" type="checkbox"/>	Dust masks <input type="checkbox"/>	Face shield <input type="checkbox"/>	Welding screens	<input type="checkbox"/>	Welding screens	<input type="checkbox"/>	Two-way radios	<input checked="" type="checkbox"/>
Safety glasses <input checked="" type="checkbox"/>	Overalls <input type="checkbox"/>	Welding helmet <input type="checkbox"/>	Safety Harness	<input type="checkbox"/>	Safety Harness	<input type="checkbox"/>	Other	<input type="checkbox"/>
Hearing protection <input checked="" type="checkbox"/>	Long sleeves/pants <input checked="" type="checkbox"/>	Welding gloves <input type="checkbox"/>	Safety locks	<input type="checkbox"/>	Safety locks	<input type="checkbox"/>		
Safety footwear <input checked="" type="checkbox"/>								

Personal Qualifications:

List all the details of qualifications and experience required to perform the task, including; trade certificates, WorkCover tickets, etc.

Training Required to Complete Task:

Make sure all workers and their supervisors are trained in the procedures needed to complete the job safely, especially when using new or changed work methods.

Codes of Practice/Legislations or Standards:

List codes of practice, legislation or standards that are relevant to the task to be performed.

Certificates/Approvals

List certificates/approvals from local councils, WorkCover NSW, DPI and/or DECC that may be required to perform the task.

Plant and Equipment

List plant and equipment is required to perform the task, e.g. ladders, scaffold, grinders, electrical equipment, oxy set, welding machines, fire extinguishers etc.

COR SHE 3.2 – 002 Job Safety and Environmental Analysis (JSEA)



Procedure: <i>List the steps required to perform the task in the sequence they are carried out</i>	Hazards: <i>Against each task, list the hazards that could cause injury or environmental impact when the task is performed.</i>	Initial Risk*			Risk Control Measures: <i>List the control measures required to eliminate or minimize the risk of injury or environmental impact arising from the identified hazard.</i>	Final Risk*			Who is responsible? <i>Write the name of the person responsible to implement the control measure identified.</i>
		C	P	R		C	P	R	
Pre departure checks	Truck not being road worthy	2	3	6	Pre start checks	1	3	3	Truck driver
Arriving at quarry or load point	General site hazards. ➤ Pedestrians ➤ Site traffic	3	4	12	Site induction (obey speed limits, give way to quarry vehicles at all times, wear seat belts at all times, PPE), communication, visual check for traffic, vehicle equipment and pedestrians and make sure that the hoist is completely lowered	3	2	8	Truck driver
Truck loading	Un-tarping of truck	3			Un-tarping in designated areas. Do not climb on truck. When out of truck make sure all correct PPE is worn – as per induction.	3	1	3	Truck driver
	Truck roll away	3	3	9	Make sure all brakes are secured	3	1	3	Truck driver
	Loading on uneven or soft ground	3	3	9	Check the area prior to being loaded	3	2	6	Truck driver and quarry/load point
	Loss of material from back of truck	3	3	9	Make sure tailgates are secured	3	2	6	Truck driver
	Tarp damage	3	3	9	Make sure tarp is rolled back and secured	2	2	4	Truck driver
	Loading of incorrect product	3	3	9	Communicate with weighbridge operator	2	1	2	Truck driver / weighbridge operator / front end loader
	Injury to truck driver whilst out of truck at quarry/load point	3	5	15	Remain in truck whilst being loaded. No truck will be loaded if the driver is out of the truck cab or the driver is not wearing a seat belt. When out of truck make sure all correct PPE is worn – as per induction.	5	1	5	Everyone on site
	Incorrect axle weights	3	3	9	Inform loader driver of the legal weights that can be carried on each axle.	2	3	6	Truck driver and front end loader driver
	Loose material falling from drawbars damaging others property and breaking environmental legislation.	3	3	9	Clean drawbars, but do not climb on or over drawbars.	3	1	3	Truck driver
Tarping load	Driver falling off truck	3	3	9	ONLY ground controlled tarps to be used. No climbing on the back of the truck	3	1	3	Truck driver

COR SHE 3.2 – 002 Job Safety and Environmental Analysis (JSEA)



Procedure: <i>List the steps required to perform the task in the sequence they are carried out</i>	Hazards: <i>Against each task, list the hazards that could cause injury or environmental impact when the task is performed.</i>	Initial Risk*			Risk Control Measures: <i>List the control measures required to eliminate or minimize the risk of injury or environmental impact arising from the identified hazard.</i>	Final Risk*			Who is responsible? <i>Write the name of the person responsible to implement the control measure identified.</i>
		C	P	R		C	P	R	
Checking delivery docket for correct details	Non compliance	3	1	3	Check the delivery docket for: correct product, address, truck number and weight.	1	1	1	Truck driver and weighbridge operator
Leaving quarry/load site	Quarry traffic	3	3	9	Tarping in designated areas. When out of truck make sure all correct PPE is worn – as per induction.	3	1	3	Truck driver
	Pedestrians	3	4	12	Visually check for any pedestrians	3	2	6	Truck driver
	Mud on tyres	4	2	8	Remove mud from tyres before leaving quarry or load point.	3	2	6	Truck driver, quarry/load site or tip off site.
	Tarp not secure	3	4	12	Make sure tarp completely closed and covering all material and is secured	2	2	4	Truck driver
	Not following site traffic procedures	3	4	12	Make sure all site traffic signs and instructions are obeyed AT ALL TIMES.	3	2	6	Truck driver
Truck oil or fuel leak whilst in transit	Oil or fuel leak on the way to the delivery site	3	4	12	Stop truck immediately. Assess situation and contact Transport Supervisor.	3	1	3	Truck driver
Arriving at customer's site	Not knowing site requirements, hazards and environmentally sensitive areas.	4	5	20	Report to site contact for induction or site instructions.	3	1	3	Truck driver and site supervisor
Identify the discharge point and check for hazards around tipping area	Overhead power lines, soft or uneven ground, site entry, people walking around tipping area and other trucks or mobile plant.	3	4	12	Assess the site before entering, check for overhead power lines, walk the tipping area and check for the people working in tipping area as well as other trucks. "Take 2" (see additional notes).	3	2	6	Truck driver
Exit vehicle	Uneven or slippery ground, muddy steps, Reo sticking up, trenches, formwork, protruding equipment and other traffic.	3	4	12	Visually assess ground conditions. Use three points of contact to exit backwards from vehicle and check traffic conditions.	3	2	6	Truck driver

COR SHE 3.2 – 002 Job Safety and Environmental Analysis (JSEA)



Procedure: <i>List the steps required to perform the task in the sequence they are carried out</i>	Hazards: <i>Against each task, list the hazards that could cause injury or environmental impact when the task is performed.</i>	Initial Risk*			Risk Control Measures: <i>List the control measures required to eliminate or minimize the risk of injury or environmental impact arising from the identified hazard.</i>	Final Risk*			Who is responsible? <i>Write the name of the person responsible to implement the control measure identified.</i>
		C	P	R		C	P	R	
Position truck and check ground in the tipping area.	Uneven/sloping ground or soft areas causing the truck to tip over.	3	4	12	Always check ground conditions where tipping.	3	2	6	Truck driver
Opening tail gate	Tail gate not unlocked. Material falling from back of truck and gate swinging open, cuts, sprains and strains.	3	2	6	Make sure tailgate pins are open. Always stand clear, to the side of the truck, when opening tail gate, be aware of sharp edges and use proper manual handling procedure.	3	1	3	Truck driver
From the driver's seat apply trailer brakes, engage PTO and activate hoist.	Trailer brakes not applied or adjusted correctly and uneven ground.	3	4	12	Keep brakes adjusted, in the cab, as required and check ground conditions	3	2	6	Truck driver
Continually check as hoist is raised for any body lean.	Truck roll over, injury of people standing nearby or trucks nearby.	4	4	16	Be observant at all times and make sure no people, heavy machinery or trucks come within the danger area.	4	2	8	Truck driver
At the completion of the tip, disengage PTO, move carefully forward away from the material and allow hoist to lower.	Damage of hoist, roll over and hitting over head wires from driving with hoist up.	4	5	20	Do not move away under heavy acceleration or braking, check ground conditions and never leave site with hoist up. MAKE SURE HOIST UP ALARM IS FITTED	4	2	8	Truck driver
Apply brakes, check for material stuck in body, check tyres, clean off tail gate and secure tail gate locks.	Climbing on truck body, damage tyre during tip, loose material damaging other vehicles& tail gate opening while travelling or loose material polluting the environment.	5	2	10	Follow good work and environmental practices, and house keeping. Make sure loose material is cleared from the vehicle. Make sure tail gate is locked. Check between tyres for objects. Do not climb on truck body.	5	1	5	Truck driver

COR SHE 3.2 – 002 Job Safety and Environmental Analysis (JSEA)



Procedure: <i>List the steps required to perform the task in the sequence they are carried out</i>	Hazards: <i>Against each task, list the hazards that could cause injury or environmental impact when the task is performed.</i>	Initial Risk*			Risk Control Measures: <i>List the control measures required to eliminate or minimize the risk of injury or environmental impact arising from the identified hazard.</i>	Final Risk*			Who is responsible? <i>Write the name of the person responsible to implement the control measure identified.</i>
		C	P	R		C	P	R	
Leakage of oil from the hoist or the engine while on customer's site	Leakage of oil from the truck hoist	3	2	6	Maintain hoist and engines on all trucks. Preferred - All trucks carry a spill kit in the truck and be trained in the use of kit. <ul style="list-style-type: none"> ➤ If it is a small leakage the truck driver is to use the spill kit and contact the site supervisor/Transport supervisor/ weighbridge operator. ➤ If the is leakage is more significant – the site supervisor is to be contacted immediately by radio - follow the direction of the site supervisor. Contact Transport Manager/ Supervisor/ weighbridge operator 	2	2	4	Truck driver and Transport Supervisor.
Fuel tanks leaking on customer's site	Leakage of fuel from truck fuel tanks	3	5	15	Regular checks of all truck fuel tanks Make sure there are no sharp objects anywhere near the fuel tanks, in the travelling route or tipping area. IF SPILL OCCURS – Contact the site supervisor and follow instructions. Contact Transport Manager (if MM truck) Contact Customer Service Manager	2	2	4	Truck driver \Transport Manager /Supervisor and weighbridge operator/Customer Service Manager.

*Use risk matrix over page to determine Initial Risk and Final Risk: $C + P = R$ where C = Consequence, P = Probability and R = Risk Rating

COR SHE 3.2 – 002 Job Safety and Environmental Analysis (JSEA)



JSEA Team Members:

JSEA to be read and signed by all employees/contractors performing task as acknowledgment that they agree with the controls measures outlined in this JSEA and have had the necessary training to complete the work.

Name: Signature: Date: / /

Name: Signature: Date: / /

Name: Signature: Date: / /

Name: Signature: Date: / /

Name: Signature: Date: / /

Name: Signature: Date: / /

Consequence Probability	Minor (1)	Significant (2)	Serious (3)	Severe (4)	Disaster (5)
Very Unlikely (1)	Low (1)	Low (2)	Medium (3)	Medium (4)	Medium (5)
Unlikely (2)	Low (2)	Medium (4)	Medium (6)	Medium (8)	High (10)
Possible (3)	Medium (3)	Medium (6)	Medium (9)	High (12)	High (15)
Likely (4)	Medium (4)	Medium (8)	High (12)	High (16)	Very High (20)
Almost Certain (5)	Medium (5)	High (10)	High (15)	Very High (20)	Very High (25)

Additional notes:

List additional information that may be required to complete the task (i.e. maintenance checks, site hazards, housekeeping, etc.)

"Take 2" – All company truck drivers must be trained in the use of the "Take 2" booklet.

Consequence		Probability	
Minor	May result in a first aid treatment injury	Very Unlikely	1 in 100,000 chance
Significant	May result in a medical treatment injury or restricted work.	Unlikely	1 in 10,000 chance
Serious	May result in a lost time injury and is not externally notifiable.	Possible	1 in 1000 chance
Severe	May result in a lost time injury and is externally notifiable.	Likely	1 in 100 chance
Disaster	May result in a fatality or multiple fatalities.	Almost Certain	1 in 10 chance

Work Completed Plant and/or machinery is fit for work All danger tags/locks removed Contractor completed task Contractor sign-off (initials)

Work Suspended Plant and/or machinery is NOT fit for work Clean up of area, after task completed M'mix Representative sign-off: (initials) Date: / /