

Safe Work Method Statement SWMS-409



5

High

19

Extreme

22

Extreme

24

Extreme

25

Extreme

3

Low

9

Medium

13

Medium

High

20

Extreme

Medium

14

High

18

High

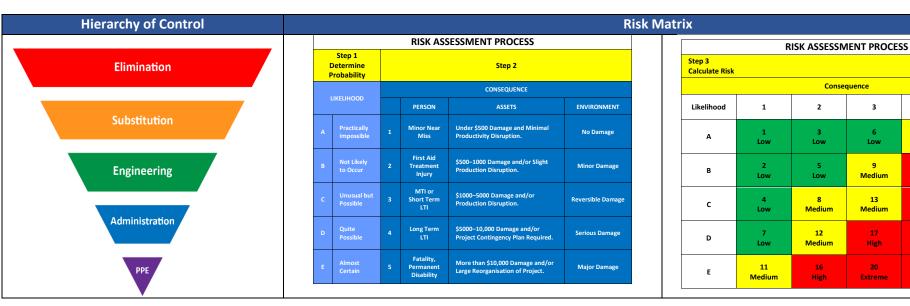
21

Extreme

23

Extreme

SWMS Title:	Cleaning Under Pallet Ra	cks	Description of Task / Activity:	Cleaning Under Pallet Racks			
Partner Site:	All Partner Sites						
SWMS prepared by: Darren Morris		Position: Regional HSE Manager WA/SA/NT	Date: 13/01/2021	SWMS reviewed by: Glenn Henstock			
Authorisation:							
Authorised by	: National Operations Man	nager	Date: 13/01/2021				



Required PPE (Personal Protective Equipment)								
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\boxtimes	\boxtimes		\boxtimes					\boxtimes

SWMS No: HSEQ-SWMS-409

Process Area: Health, Safety, Environment & Quality



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1. Hazard / Hazardous Event	2. Current Controls			
Prestart Inspection/Preparation – Slips, Trips, struck by moving vehicle	 Assess the area that requires cleaning. Always inspect (visually only) the area for hazards such as broken pallet boards with protruding nails prior to commencement of the task. Close access to the aisles by placing barricades at each entry point of the aisles or do the work after hours or when there is minimal activity within the warehouse. Place barricades in a position so that they can be easily seen to avoid entry and do not cause a traffic hazard 			
Movement of Pallets – slips, trips, manual handling, repetition, over exertion, lifting, team lifting	 within the warehouse. Assess area for hazards (broken glass) or any hazardous objects. Where available and trained move pallets using a pallet rider or walkie stacker. 			
	 If a pallet rider or walkie stacker is not available to use on site, a manual pallet jack can be used. Check the condition of the pallets and ensure stability of the pallet load prior to moving. Avoid using damaged pallets and report damage to Supervisor or Manager. 			
Clean using Frings man in controlaids, slins trins, manual handling	 Refer to SWMS-237 Powered Material Handling Equipment (MHE) Refer to SWMS-238 Non-Powered Material Handling Equipment (MHE) 			
Clean using Fringe mop in centre aisle – slips, trips, manual handling, lifting	 When all debris has been swept to the middle of the aisle, commence using the fringe mop from the top of the aisle to the end, pick up debris and empty into bin as you go along if there is a lot of waste. Pick up larger items by hand; remove smaller debris by lobby pan and brush. Mop area using approved detergent. 			
	 Clean three (3) aisles per shift, complete schedule by marking off aisles completed. Replace pallets to original location. Ensure correct PPE is worn ie non-slip footwear, goggles. 			
3. Additional Information				
For Additional Information contact the HSE Team.				
4. Activity Risk Rating: Medium (C3)				