

Operation of Iron Ore Washdown Sump Safe Work Method Statement

1. Purpose

This Safe Work Method Statement provides a safe system of work for carrying out:

Work Summary

Work Order or Scope	Operation of iron ore washdown sump	Site	<input type="checkbox"/> Albany <input type="checkbox"/> Bunbury <input checked="" type="checkbox"/> Esperance <input type="checkbox"/> West Perth			
Date	10/10/2025	Location				
Safe Work Method Statement prepared by:	Alex Leonard					

2. Fatal 5 Risks and Environmental

Fatal 5 Risks

Select the applicable Fatal 5 Risks for the task.

 Fall from Height <input type="checkbox"/>	 Stored Energy <input type="checkbox"/>	 Collision <input type="checkbox"/>	 Asphyxiation <input type="checkbox"/>	 Entanglement <input type="checkbox"/>
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What is the Fatal 5? The top five critical risks across Southern Ports with the potential to seriously injure or kill people. The 'Fatal 5' were identified by reviewing our incidents, near miss and hazard data and by considering industry events.

What are the Fatal 5 Critical Controls? The controls identified as critical to preventing hazard exposures that can result in Fatal 5 events. These controls are to be used as a minimum where Fatal 5 risk is identified. **Control the 5 Stay Alive!**

Environment and Hygiene

Select environment and hygiene considerations for the task.

Air Pollution (including Dust) <input type="checkbox"/>	Biosecurity (Pests & Weeds) <input type="checkbox"/>	Environmental Spills <input checked="" type="checkbox"/>	Flora & Fauna <input type="checkbox"/>	Hazardous Waste <input type="checkbox"/>	Noise Pollution <input type="checkbox"/>
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3. Planning

Personal Protective Equipment

Select the applicable Personal Protective Equipment for the task.

 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	Other <input type="checkbox"/>
Goggles	Double Eye Protection	Welding Mask	Face Mask	Respirator	Gas Detector	Safety Gloves	Hearing Protection	Safety Apron	Personal Flotation Device	Fall Protection	

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3. Planning (continued)

Authority to Work and Permits

An Authority to Work is required for this job for simultaneous operations or for works conducted by Contractors. The Work Order or Scope of Works for the job identifies Permits and Notifications required prior to commencement of the work. Permits are required for each of the following hazardous and high risk work tasks specified for this job.

<input type="checkbox"/> Abrasive Blasting	<input type="checkbox"/> Diving & Waterside Activities Permit	<input type="checkbox"/> High Voltage Switching Program	<input type="checkbox"/> Rail Corridor Access
<input type="checkbox"/> Asbestos	<input type="checkbox"/> Excavation and Penetration	<input type="checkbox"/> Hot Work	<input type="checkbox"/> Walkway Flooring & Handrailing
<input type="checkbox"/> Berth Loading	<input type="checkbox"/> High Voltage Electrical Access	<input type="checkbox"/> Isolation Confirmation	<input type="checkbox"/> Work at Heights
<input type="checkbox"/> Confined Space Entry	<input type="checkbox"/> High Voltage Sanction to Test	<input type="checkbox"/> Mobile Equipment on Berth	<input type="checkbox"/> Workbox
<input type="checkbox"/> Conveyor and Shed Entry	<input type="checkbox"/> High Voltage Vicinity Authority	<input type="checkbox"/> Pipeline Vicinity	<input type="checkbox"/> Other (specify)

Notifications

Written notification to the Harbour Master is required for each of the following specified activities for this job.

<input type="checkbox"/> Bunkering Fuel Transfer	<input type="checkbox"/> Engine Immobilisation	<input type="checkbox"/> Hot Work on a Vessel while Alongside	<input type="checkbox"/> Other (specify)
<input type="checkbox"/> Diving and Waterside Activity	<input type="checkbox"/> Fumigation	<input type="checkbox"/> Launch of Lifeboats and Rescue Boats	

Tools, Plant and Equipment

The following tools, plant and equipment are required for this job.

	Inspection Completed?
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

Hazardous Chemicals

The following hazardous chemicals are required for this job.

	Safety Data Sheet
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A


Training and Competencies

The following training and competencies are required for this job.



	Competency
	<input type="checkbox"/> Held
	<input type="checkbox"/> Held
	<input type="checkbox"/> Held

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4. Safe Work Method Statement

#	Procedure	Images
4.1	PREPARATION (Access, egress, barricades etc.)	
1)	<p>Familiarise yourself with the purpose, location, and function of the iron ore sump.</p> <p>Familiarise yourself with site emergency procedures and phone numbers, the nearest muster point, and the location of first aid equipment (final page of this document).</p> <p>The plant is located at the western end of Shed 3 as shown in overhead image on the RHS.</p>	



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#	Procedure	Images
2)	<p>Vacuum truck and Front End loader operators to ensure the majority of iron ore solids are washed onto the shed 3 stockpiles.</p>	
3)	<p>Before washdown check there is sufficient capacity in the sump to washdown your truck/FEL to avoid it overflowing.</p> <p>If water needs lowering call the cleaning operator to suck out water from the sump and seek direction from the Shift Superintendent on whether to either:</p> <ol style="list-style-type: none"> 1) Discharge this water into the general washwater sump; or 2) Spray onto iron ore stockpiles in any of sheds 1, 2 or 3. 	


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#	Procedure	Images
4)	<p>Ensure the hose is has been put to the side and not in the line of your vehicle wheels before you back onto the pad.</p> <p>Also note location of electrical supply under black rubber flap. Avoid water deflecting under the flap and causing a potential electrical hazard</p>	  <p>Hose coiled to the side of pad Electrical supply with rubber flap lifted</p>
5)	<p>If the washwaters are visibly contaminated by any substance other than iron ore please contact the Shift Superintendent or the Environment Team for advice.</p>	

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<p>4.2 Washdown of trucks/FELs</p>	
<p>1) Use hose situated on north side of sump to rinse off truck/FEL</p>	
<p>2) Check water level in sump to confirm the sump is not going to overflow</p>	
<p>3) If spraying the top of the truck use the work platform provided and maintain three points of contact when going up and down the steps</p>	

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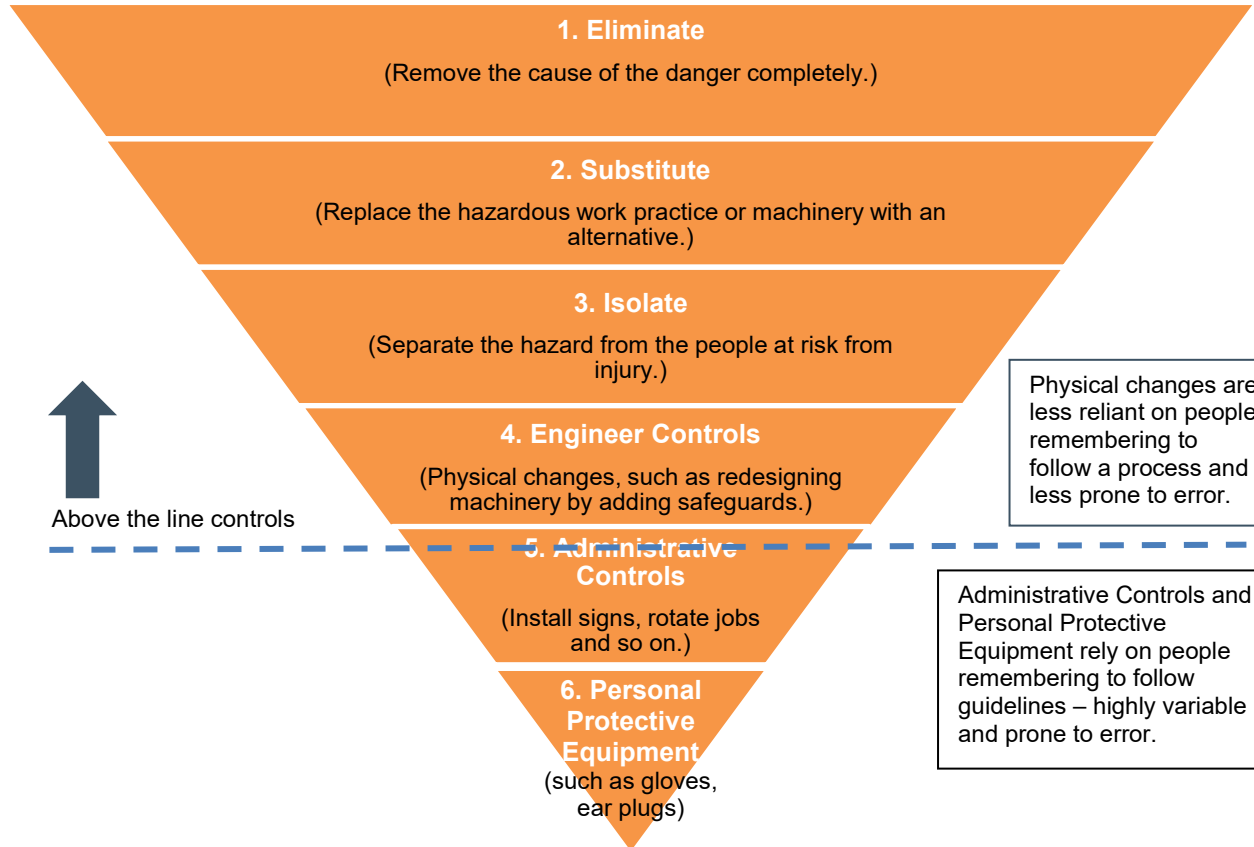
4.3	CLEAN OUT SUMP SOLIDS		
1)	The contracted cleaning operator will clean out solids from the sump on a quarterly (or as required) basis to ensure the sump was sufficient water capacity to enable practical washdown of trucks/FELs without overflowing. The solids are to be returned to the iron ore stockpiles in sheds 1, 2 or 3 as directed by the Shift Superintendent.		
4.4	CLEAN UP OPERATIONS		
1)	Ensure that the pad, sumps and all equipment used are neat and tidy prior to leaving the work site		
4.5	Variation(s) or other considerations to above (location, access, egress, others working nearby)		
	Steps	Hazards	Controls
1)	Other contamination	Chemical	<p>Ensure only iron ore wash waters with low contamination enter the iron ore wash water sump.</p> <p>The following washwaters must not be put into the sump:</p> <ul style="list-style-type: none"> • No sulphur waters (need to go to sulphur sump) • No oily waters (need to go to Oily Water Separator) • No waters contaminated with fertiliser or metal concentrates, including nickel and copper (this needs to go to Myrup liquid waste facility as controlled waste) <p>Contact the Environmental Team if unsure of where waters are to be deposited.</p>

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2)	Caught Between truck tub and truck during lowering	Line of fire	Keep all body parts clear from between truck tub and truck while lowering tub.
3)	Emptying water into sump, backflushing and treating water through zeolite filters	Slips, trips and falls on slippery surfaces, over plumbing or other equipment	<p>Maintain good housekeeping.</p> <p>Keep equipment out of walkways and driveways as much as possible.</p> <p>Minimise walking on wet, slippery surfaces.</p> <p>Test surface for grip before stepping on.</p>

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Hierarchy of Controls



Physical changes are less reliant on people remembering to follow a process and less prone to error.

Administrative Controls and Personal Protective Equipment rely on people remembering to follow guidelines – highly variable and prone to error.

DRSABCD action plan

In an emergency call triple zero (000) for an ambulance



D DANGER
Ensure the area is safe for yourself, others and the patient.

R RESPONSE
Check for response—ask name—squeeze shoulders

No response

- Send for help.

Response

- make comfortable
- check for injuries
- monitor response.



S SEND for help
Call **Triple Zero (000)** for an ambulance or ask another person to make the call.

A AIRWAY
Open mouth—if foreign material is present:

- place in the recovery position
- clear airway with fingers.

Open airway by tilting head with chin lift.



B BREATHING
Check for breathing—look, listen and feel.

Not normal breathing

- Start CPR.

Normal breathing

- place in recovery position
- monitor breathing
- manage injuries
- treat for shock.



C CPR
Start CPR—30 chest compressions : 2 breaths
Continue CPR until help arrives or patient recovers.



D DEFIBRILLATION
Apply defibrillator if available and follow voice prompts.

© St John Ambulance Australia. St John encourages first aid training as this information is not a substitute for first aid training.

Learn First Aid | 1300 360 455 | www.stjohn.org.au

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5. Variations and other considerations

Variations

Record variations and other considerations such as location, access, egress, others working nearby.

#	Variation	Hazards	Controls
1.			
2.			
3.			
4.			
5.			

Variations must be signed off by Authoriser.

Supervisor Name:		Supervisor Signature:		Date:	
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6. Emergency Plan

Emergency

In case of emergency, follow these steps.

#	Action	Control	Diagram
1.			
2.			
3.			
4.			
5.			

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7. Approval and Change Management

Approval

All personnel working under this *Safe Work Method Statement* have read and understood it and the additional hazards identified.

Supervisor Name		Date	
Supervisor Signature		Time	

*Change
Management*

What will trigger us to stop the task? I/we will stop this task and contact our *Supervisor* if any of the following changes occur:
Changes in weather, traffic, equipment issues, communication failure, unauthorised entry, work outside this Safe Work Method Statement

Trigger 1.	
Trigger 2.	
Trigger 3.	
Trigger 4.	
Trigger 5.	

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Esperance – Emergency and First Aid Information			
What to do in an on the job Emergency:	1. Immediately raise the alarm. Call Site Emergency Number or Radio VHF 1 2. Stop all machines or make safe. 3. Administer first aid if required.	Nearest First Aid kit	
		Nearest Defibrillator	Site Emergency Number 0428 712 111
What to do in the event of an Evacuation:	1. Shut down power sources and make systems safe. 2. Proceed to the nearest safe Muster Point. 3. On arrival at Muster Point, swipe Access Card. 4. Report to the Muster Marshal. 5. Follow the Muster Marshal's instructions.	Nearest Fire Extinguisher	Emergency Radio Channel ☐ VHF 1
		Nearest Amenities	Shift Superintendent no.
		Nearest Muster Point	Supervisor's Phone Number
		☐ Stores	Alternative Muster Point
		☐ Mission Control	☐ Stores
		☐ Berth 3 Gallery	☐ Berth 3 Gallery
		☐ Shed 3	☐ Shed 3

