

Operation of Stormwater Drainage System on Berth 2 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 Stormwater Drainage System on Berth 2	Site	<input type="checkbox"/> Albany <input type="checkbox"/> Bunbury <input checked="" type="checkbox"/> Esperance <input type="checkbox"/> West Perth		
Date	10/10/2025	Location	Esperance		
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 checked="" type="checkbox"/>	Stored Energy <input type="checkbox"/>	Collision <input checked="" type="checkbox"/>	Asphyxiation <input checked="" type="checkbox"/>	Entanglement <input checked="" type="checkbox"/>

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 checked="" 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.

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

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?
Large adjustable spanner for Berth 2 stormwater discharge valve	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
PFD for working within 2 meters of the water's edge on the Berth and on the pilot boat landing at Eastern end of Berth 2.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

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*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*

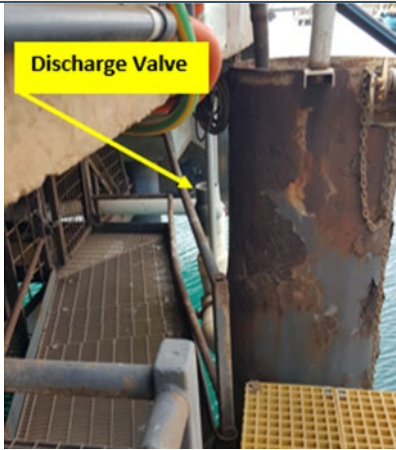

The following training and competencies are required for this job.

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)	Take large adjustable spanner (to open/close Berth 2 stormwater discharge valve)	
2)	Wear PFD and work with 2 people (the valve is within 2m of the ocean)	
4.2	STEPS REQUIRED TO COMPLETE THE TASK / JOB	
1)	<p>Movement of contaminants into the marine environment is minimised by containment of the 'first flush' rainfall as required by stormwater legislation. Based on Esperance rainfall data, the first flush is defined as 11mm.</p> <ul style="list-style-type: none"> The first 11mm of rainfall is captured from the berth and collected in the water tanks on Berth 2. (11mm of rainfall approximately fills the 30m³ tank). After the first flush the discharge valve is opened to allow rainwater to flow into the ocean (if there are no vessels on Berth 2). <p>Stormwater pipes carry water from Berth 2 to the eastern end of the berth.</p> <ul style="list-style-type: none"> The discharge valve located on the landing behind the large metal pipe (see photos) should be left in the closed (OFF) position at all times except when >11mm of rainfall has occurred following handling of bulk product on Berth 2. This includes: Fertiliser, sulphur, nickel/copper and spodumene. <p>Rainfall can be read on the Port Met Station using Airodis.</p> <p>NOTE: Discharge valve shown in the shut (OFF) position. The valve has two flat sides and two curved sides. The valve is OFF when the flat sides are facing horizontal =</p>	 

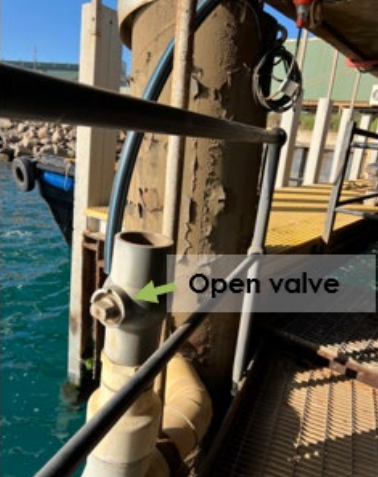
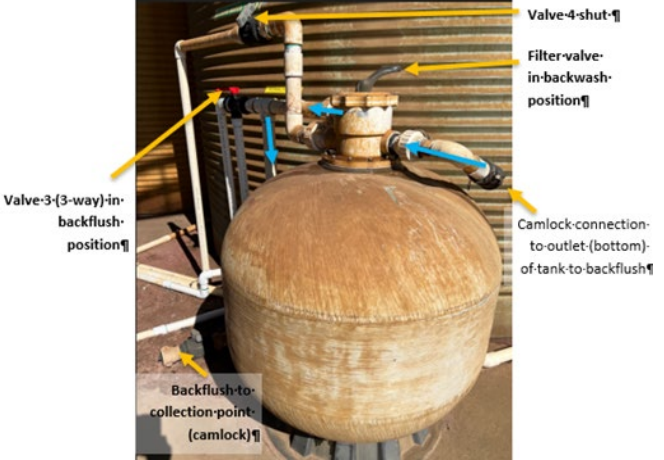
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#	Procedure	Images
2)	<p>Red Valve beneath Berth 2 in OPEN position:</p> <ul style="list-style-type: none"> The red valve on the water pipes located beneath Berth 2, past the locked gate, needs to be in the OPEN position at all times (valve should be positioned parallel to the pipe). This allows water to drain from the berth and can be pumped into the water tanks on Berth 2 or released into the ocean after 11mm of rainfall. 	
3)	<p>Turn Submersible Pump ON</p> <ul style="list-style-type: none"> The submersible pump located on the east end landing inside the metal pipe (metal sump pump) – see photo. Please ensure that the power is ON. This should be ON at all times. <p>The power outlet is located on the side of the concrete to the left of the metal sump pump.</p>	


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#	Procedure	Images
4)	<p>There are two 30,000L (30m³) storage tanks located eastern end of Berth 2.</p> <p>Stormwater Tank (RHS in photo, or ocean side) is used for all waters from Berth 2 except for fertiliser wash waters.</p> <p>Waste Water Tank (Fertiliser Tank): (located landward side of Berth 2) collects water from the berth during unloading and at clean-up from a Fertiliser ship ('Cleanup Checklist for Fertiliser Inloading D16/976').</p> <p>Water Filter:</p> <ul style="list-style-type: none"> Water is filtered before being piped into the Stormwater Tank. The black lever at the top will be in the ON position, ready to filter water to the stormwater tank, when it is facing forwards (towards the operator, as shown in the photo). For normal operations ensure other valves are as shown in the photo 	
5)	<p>Monitor water level in tank on Berth 2:</p> <ul style="list-style-type: none"> If the tank is 2/3 full, contact the Terminal Supervisor to arrange for Cleaning Contractor to empty tank. <p>The Cleaning Contractor will look after the operation of this system.</p> <p><u>The first flush of rain (11mm) usually fills up the 30m³ 'Stormwater Tank' on Berth 2.</u></p> <p>Each time after an 11mm rainfall, the tank is emptied by the Cleaning Contractor (after contacting the SPA-Esp Environmental Manager)</p>	

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#	Procedure	Images
6)	<p>Empty water tank on Berth:</p> <ul style="list-style-type: none"> • If there is >11mm rainfall while a vessel is at Berth 2, the Cleaning Contractor will empty the water tank on Berth 2 if the water can be reused • If there is no use for the water, open the valve under berth 2 using a large adjustable spanner to open the valve (there is no handle attached to this valve). 	
7)	<p>Filter Back-Flushing:</p> <p>The filter should be back-flushed fortnightly, when the filter is being used frequently, or as required. This operation is carried out by SPA-Esp Cleaning Contractor.</p> <ul style="list-style-type: none"> • The lever at the top of the filter is lifted straight up and turned around to face the opposite direction (towards the tank, as shown in the photo). • Shut valve 4 • Put valve 3 in backflush position (handle towards operator) • Connect pipe with two male camlock fittings as shown in bottom photo 	

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#	Procedure	Images
	<p>Replacing the Filter Medium: The filter medium (zeolite) should be replaced every twelve months. The zeolite is a SPA-Esp Stores item.</p> <p>The used (waste) zeolite can be disposed of by stockpiling on one of the concrete pads behind (south of) Shed 3. Before disposal, contact SPA-Esp Environment Team.</p>	

IMPORTANT NOTE:

The 'Environmental Checklist for Copper and Nickel (D19/4394) provides steps for stormwater valve setup and water collection during a nickel/copper vessel.

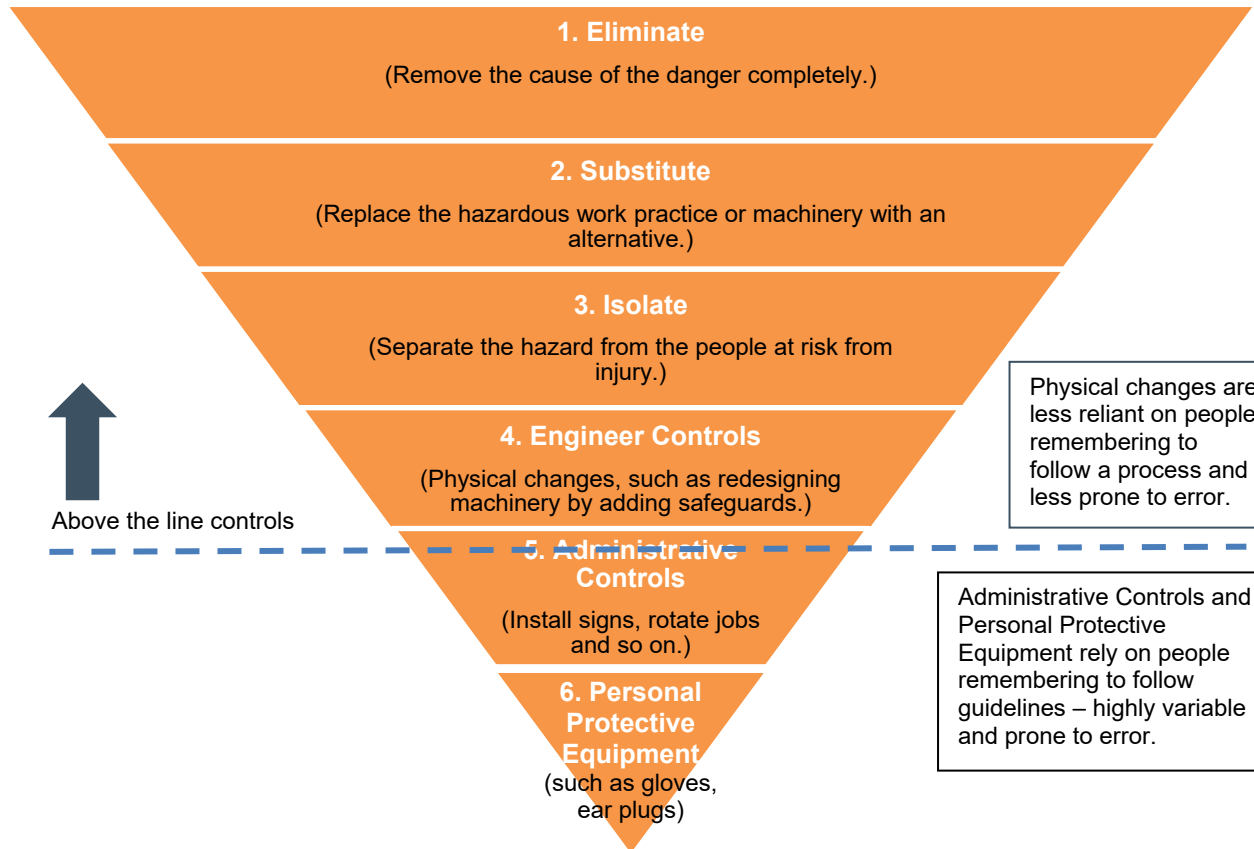
This document can be accessed via HPRM or MyPort documents.

The 'Cleanup Checklist for Fertiliser Inloading' (D16/976) provides steps for stormwater valve setup and water collection during a fertiliser vessel.

This document can be accessed via MyPort documents.

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Hierarchy of Controls



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	Nearest First Aid kit	Site Emergency Number 0428 712 111	
	2. Stop all machines or make safe. 3. Administer first aid if required.	Nearest Defibrillator	Emergency Radio Channel ☐ VHF 1	
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	Shift Superintendent no. 0447 838 290	
		Nearest Amenities	Supervisor's Phone Number	
		Nearest Muster Point		Alternative Muster Point
		☐ Stores ☐ Mission Control	☐ Berth 3 Gallery ☐ Shed 3	☐ Stores ☐ Mission Control

