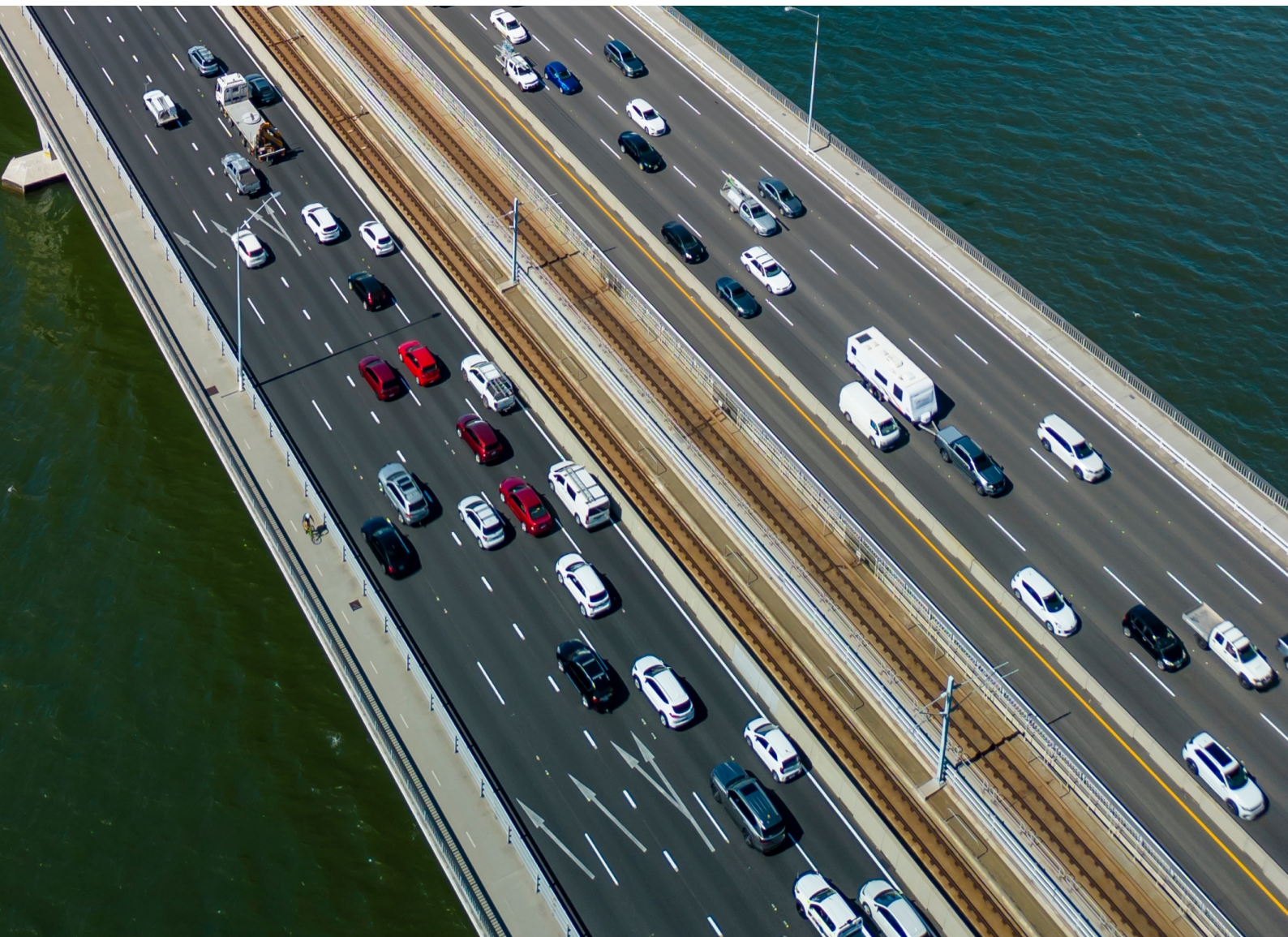


Safe Site Delivery Checklist



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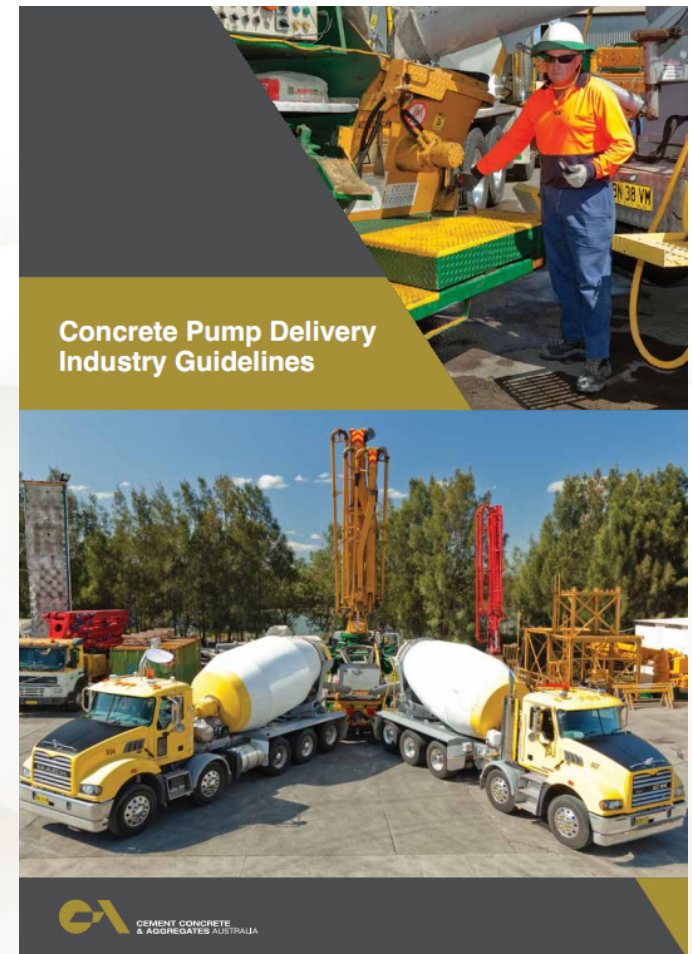
SAFE DELIVERY OF CONCRETE TO SITE



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& AGGREGATES AUSTRALIA

SAFE DELIVERY OF CONCRETE TO SITE

- A new CCAA industry guideline has been developed in consultation with industry
- Provides guidance for the safe operation and maintenance of concrete pumping equipment
- Aims for a safe work environment for all workers, focusing on agitator drivers
- Outlines key points to do the job safely



SAFE DELIVERY OF CONCRETE TO SITE

1. PRE PLAN THE JOB

- Proper planning prevents poor performance
- Consult with all those engaged in the work
- Know the size of the agitator that is best suited for the job
- Use the **Customer Safety Agreement Form** in the Industry Guide

CCAA Concrete Pump Delivery Industry Guidelines
Appendix 4
Customer Safety Agreement

Customer _____ Supply agreement

**Occupational Health and Safety
Compliance with Laws and Policies**

Supplier _____ agrees to:

- Comply with all WH&S legislation, regulations and codes of practice relevant to the services and any agreed customer's _____ site safety requirements.
- Ensure that supplier's _____ personnel observe and adhere to any agreed customer's _____ WH&S policy.
- Appoint a representative of supplier's _____ to be responsible for occupational health and safety and environmental matters in connection with the services.
- Arrange and attend inductions every 12 months and before any services are provided at supplier's _____ expense.
- Ensure that all persons engaged to provide services as part of the contract are competent to carry out the activities/tasks at all times; as to not be injurious to themselves or others and to provide evidence, when requested by customer's _____ of all licences, tickets or other forms of evidence demonstrating competency; and;
- Ensure that Supplier's _____ personnel observe and adhere to the WH&S requirements as highlighted in the induction program.

Customer _____ agree to:

- Comply with all WH&S legislation, regulations and codes of practice relevant to the services and any customer's _____ Site Safety Requirements.
- Appoint a representative of customer's _____ to be responsible for WH&S and safety and environmental matters in connection with the contract.
- Arrange and provide inductions every 12 months and before any supply.
- Ensure that the work area is free from hazards to the health, safety and welfare of supplier's _____ employees required to be on site for the purposes of work.
- Ensure that customer's _____ personnel, customer's _____ head contractor's personnel and their sub-contractors observe and adhere to good WH&S practice (legal or otherwise) that will not present potential or actual harm to persons working on behalf of supplier _____
- Pay for WH&S controls (eg. tickets, procedures, hardware and modifications) that are in excess of supplier _____ minimum standards that have not been agreed to prior to the commencement of this agreement.

If you don't feel safe to work on this site then stop.
Immediately communicate any issues or changes on site to plant staff.

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SAFE DELIVERY OF CONCRETE TO SITE

2. IDENTIFY THE HAZARDS

- Radio ahead to the delivery site for advice if possible
- Before entering site, use the **Safe Site Delivery Checklist** from the Industry Guide to help you identify hazards
- Check site conditions on foot if required:
 - Ground conditions
 - Fall hazards
 - Sharp objects

CCAA Concrete Pump Delivery Industry Guidelines
Appendix 3
Safe Site Delivery Checklist

Your Name: _____ Date: _____
Site Location: _____ Job #: _____
Docket #: _____ Truck #: _____ Time: _____

Take Five to Stay Alive

1 Stop, look, walk around 2 Think through the task 3 Identify hazards
4 Control and communicate 5 Do the job safely

Site Access	Y	N	Site Access	Y	N
Safe and legal entry to site eg clear visibility, traffic control, signage	☐	☐	Safe reversing eg spotter visible, clear access	☐	☐
Surface/grade of access safe eg loose material, steep, soft ground	☐	☐	Clear of overhead hazards eg power lines, workers above	☐	☐
Access clear and unobstructed eg trees, steel storage, width	☐	☐	Pump positioning safe eg clear working space to discharge	☐	☐
Overhead clearance adequate eg powerlines, scaffolding, roofs	☐	☐	Grate in place on hopper	☐	☐
Pedestrian accesses defined and safe eg clear visibility, signage, barricades	☐	☐	Hose joints have safety locks	☐	☐
Safe and legal exit from site eg clear visibility, traffic control, signage	☐	☐	Pump E-stop accessible	☐	☐
			Two truck feed setup safe (if applicable)	☐	☐
Working Space			General (if applicable)		
Level ground provided eg potholes, rocks, loose materials	☐	☐	Adequate lighting provided	☐	☐
Fall protection provided eg barricades, open trenches, pits	☐	☐	Vehicle wash down area eg chute and wheel wash area	☐	☐
Clear of sharp objects/protrusions eg uncapped stirrucks/roo bar, trip hazards	☐	☐			

List any other hazards you have identified that need to be rectified: _____

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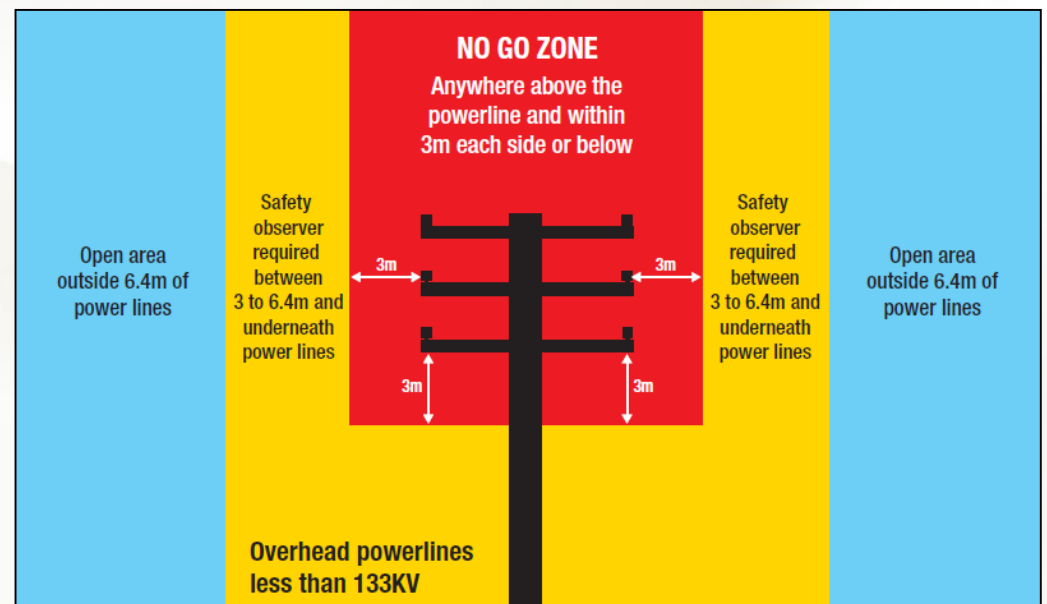
If you don't feel safe to work on this site then stop.
Immediately communicate any issues or changes on site to plant staff.

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SAFE DELIVERY OF CONCRETE TO SITE

2. IDENTIFY THE HAZARDS (cont.)

- Check for power lines – look up and live
- If you don't feel safe to go onto site, radio the batch plant your concerns
- If possible, take a photo of your concern and send it to the batch plant
- Let the person responsible for the site know your concerns



SAFE DELIVERY OF CONCRETE TO SITE

3. GOING ONTO THE SITE

- Follow the directions of the site worker to the point of discharge
- No see spotter = no move
- Follow the direction of one spotter at a time
- Wear the right PPE – safety helmet, safety glasses, hearing protection, high vis vest or shirt, safety gloves, safety boots



SAFE DELIVERY OF CONCRETE TO SITE

4. POST DISCHARGE & EXITING SITE

- Wash down truck in the nominated area
- Secure chutes
- Wheels are free of material
- Follow traffic management directions to exit the site



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SAFE DELIVERY OF CONCRETE TO SITE

5. REFRESH YOUR MEMORY

- Scan the code with your smart phone to view the video
- Read the Industry Guide
- Use the standard forms in the Guide
- Following these basic steps will help to ensure you go home safe each night

