**Safe Work Method Statement**

**Form 007.2**

**Safe Work Method Statement (Part 1)**

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| **Job: SADDLING FOR TRACKWORK** | **Document Reference** |
| **Department:** **Section:** **Work Area: RACETRACK STALLS** | **No:** |
| **Revision Date:****Manager’s Approval:****Manager’s Name:** |
| **Key Safety Plant / Equipment / (including P.P.E.)** | Safety Checks / Hazardous Substances |
| * Towels and Packing, Saddle and Breast Plate, Bridle, Bit, Reins, Tie-ups, Leads
* PPE – Workboots
 | * Visual and physical check of allocated gear and stall
 |
| **Codes of Practice Legislation: Applicable to Work? Y/N****If Yes, state:** | External Considerations |
| **Person/s required to carry out work** | **Duties & Responsibilities** | **Qualifications/Experience/Training required to complete work** |
| Trainer or Foreman | Supervision of Correct Procedures | Licensed with Racing NSWInducted into correct saddling procedures |

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| **SAFE WORK METHOD STATEMENT (PART 2)** | **Document Reference:** |
| **Job: SADDLING FOR TRACKWORK** | **No:** |
| **Procedure (in steps)** | **Possible Hazards in Executing Procedure** | **Key Safety Controls & Associated Procedures** |
| 1. Brush and clean Horse & feet | Crushed against rails, bitten, muscle strain, kicked, trodden on, strike | Correct manual handling techniques as inducted |
| 2. Check Gear: Bridle & bit, Saddle, Girth, Surcingle, Stirrups, Leathers Stirrups, Breast Plate, Towels & Padding – for wear and tear or damage to stitching and buckles | Muscle StrainSlip, trip and/or fall due to unsuitable area | Waist high railIsolated from other horses or personnelClean areaLevel and clear floor area |
| 3. Saddle horse and fit breast plate | As above for #1 & #2 | Check girth points are under surcingleDouble check girth & surcingle tensionStretch forelegs |
| 4. Attach bridle, fit and fasten securely | Bitten, Head butted, Injured by bucklesMuscle Strain, Trod on | Correct Manual Handling procedures‘Bad Horse’ – book reference |
| 5. Proceed to Mounting Area | As above for #1, #2, #4 | Check walkway is clearSecure LeadUnsecure Tie-upsLead Horse at near side shoulderProceed with care & cautionPLEASE NOTE: 1 x HORSE – 1 x HANDLER |