**Safe Work Method Statement**

**Form 007.2**

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

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| **Job: CLEANING A STABLE/STALL** | **Document Reference: Saddling** |
| **Department: XXXX Racing Stables****Section:** **Work Area: STABLE/HORSE STALLS** | **No:** |
| **Revision Date:****Manager’s / Trainer’s Approval:****Manager’s / Trainer’s Name:** |
| **Key Safety Plant / Equipment / (including P.P.E.)** | **Safety Checks / Hazardous Substances** |
| * Gloves, safety boots, dust mask
* Head collar / lead / twine for tying
* Rake, fork, shovel, manure scoop, broom, lime, dung bag or bin
 | * Tools in good working order
* Dust mask for those who suffer from allergies or asthma
 |
| **Codes of Practice Legislation: Applicable to Work? Y/N** **If Yes, state:** | **External Considerations**Air flow / lighting  |
| **Person/s required to carry out work** | **Duties & Responsibilities** | **Qualifications / Experience / Training required to complete work** |
| Nominated person in stable | Cleaning of stables/stalls | Registered stablehand with horse handling competency and requisite training |

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| **SAFE WORK METHOD STATEMENT (PART 2)** | **Document Reference:** |
| **Job: CLEANING A STABLE/STALL** | **No:** |
| **Procedure (in steps)** | **Possible Hazards in Executing Procedure** | **Key Safety Controls & Associated Procedures** |
| Preferably remove horse from stable and re locate to tie up area |  |  |
| ORSecure horse to tie up ring | Possible biting, kicking, striking  | Competent handler  |
| Place hose to opposite side of work area | Trip hazard | Ensure hose lays flat on ground |
| Take out water bucket / feed bin for cleaning | Lifting / muscle strain  | Correct lifting procedures and awareness |
| Pick up droppings | Horse kicking | Keep eye on horse and do not bend down too close to hind legs |
| Use of rake / shovel / fork | Incorrect use may startle / hurt horse | Ensure stablehand understands use of toolsEnsure tools are not used close to the horse |
| Clean centre of stall or where horse makes water | As above |  |
| Remove waste materials  | Muscle strain  | Correct lifting procedures |
| Remove all tools | Trip hazard | Ensure tools correctly stored out of way, not left on ground |
| **Procedure (in steps)** | **Possible Hazards in Executing Procedure** | **Key Safety Controls & Associated Procedures** |
| Keep horse tied but move horse’s body to be parallel to opposite side of stall | Horse may move quickly and trample | Work around horse slowly and carefully |
| Repeat cleaning procedure for rest of horse stall | As above |  |
| Sprinkle stable lime as directed  | Cleaner could inhale / get on hands & into eyes | Use PPE - gloves, mask. Ensure horse does not inhale lime |
| Replace bedding carefully | If bedding tossed about, too much dust | Use PPE – gloves, mask.If using shavings, damp down |
| Ensure all tools removed | Horse or handler may tread on - injury | Tools count |
| Replace feed and water buckets after cleaning |  |  |
| Untie horse from wall  | Bites, kicks  | Operate from near side and be cautious  |
| Turn horse toward door | Horse may rushHorse may kick if let go without turning toward door | Walk with horse to stable door |
| Undo head collar from horse |  | Handler at stable door or yard gate and able to exit quickly |
| Walk out ensuring gate / door is secure |  |  |