**Safe Work Method Statement**

**Form 007.2**

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

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| **Job: RELOCATE RUNNING RAIL** | **Document Reference** |
| **Department: RACECOURSE****Section:****Work Area: TRACKS** | **No:** |
| **Revision Date:****Manager’s Approval:****Manager’s Name:** |
| **Key Safety Plant / Equipment / (including P.P.E.)** | **Safety Checks / Hazardous Substances** |
| * PPE including Gloves, work boots
 | * Physical inspection of work sites for trip hazards, horse hazards, damaged rail, snakes and spiders
 |
| **Codes of Practice Legislation: Applicable to Work? Y/N** **If Yes, state:** | **External Considerations*** Rail movement not be to undertaken during horse training times
* Avoid days of excessive heat and or wet weather
* Sufficient staff required to enable one person per rail section
 |
| **Person/s required to carry out work** | **Duties & Responsibilities** | **Qualifications / Experience / Training required to complete job** |
| Grounds maintenance staff / labourer | Move rail in a safe, timely and efficient manner  | On the job trainingExperienced trackhand |

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| **SAFE WORK METHOD STATEMENT (PART 2)** | **Document Reference:** |
| **Job: RAIL RE LOCATION** | **No:** |
| **Procedure (in steps)** | **Possible Hazards in Executing Procedure** | **Key Safety Controls & Associated Procedures** |
| Measure new location | Muscle strain | Use correct bending procedure |
| Peg out new location | Muscle strain | Use correct bending procedureUse gloves, rubber mallet |
| Place string line | Muscle strain, back injury | Use correct bending procedureUse gloves |
| Extract securing pins | Hand injury, muscle strain | Use gloves |
| Separate rail | Hand injury / spider or snake bite | Use gloves / work boots |
| Move rail to new location | Muscle strain, hand injury, trip hazard | Inspect work area |
| Join rail sections | Hand injury | Use gloves |
| Check rail for straightness | As above | As above |
| Drive securing pins | Muscle strain, foot injury | Use mechanical hammer alternate tasksWear work boots if using hammer(s) |