

## ***PRO-041 Vacuum Extraction of Waste Procedure***

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### **Purpose**

This procedure is to give the procedure for safe extraction of sewerage and waste using vacuum extraction vehicle.

### **Scope**

This procedure will outline the setup of the area for the works and the use of the extraction vehicle to clear sewerage and waste to clear a blockage and/or enable works on a sewer line.

### **Loading vehicle and travel to site**

All employees are to ensure the following steps are followed when preparing to leave the yard and travel to works on site.

- Ensure all relevant permits are in place for works to be undertaken
- Ensure appropriate staff is tasked for the works
- Ensure that all staff are trained/competent in the tasks required and use of plant and equipment
- When loading ensure to check that only tools (GREEN) are loaded that are designated for use on sewerage works
- Follow the SWMS and SWP for this task

### **Site set up and inspection**

All employees are to ensure the following steps are taken when arriving on site and preparing to undertake works.

- Report to site supervisor for a site specific induction if required
- Establish a plan of works and assess potential hazards that may be encountered
- Be aware of boom on vacuum plant and look for any overhead power lines
- Ensure any members of public are aware of works being undertaken a no go area is established and monitored for the entire work process
- All employees are to sign the Pre Start Card and have a clear understanding of the task being performed and their role in performing the task
- Follow the SWMS, SOP and SWP for this task

### **Conducting vacuum extraction of waste**

All employees are to ensure the following steps are taken when undertaking works.

- Check again that only (GREEN) tools are use to perform tasks to prevent contamination
- Conduct pre start checks of plant
- Ensure sewer line is isolated from supply
- Gain access to sewer and look for and sharps or objects that may cause harm and dispose of as per the SWMS and Needle procedure

- Ensure area is clear and appropriate PPE is worn
- Start vacuum extraction to remove waste ensuring that the appropriate staff are tasked to safely handle plant
- Follow the SWMS, SOP and SWP for this task

### **Clean up and leaving site**

All employees are to ensure the following steps are taken when leaving the site and cleaning up after works.

- Ensure sewer lines are covered
- Ensure no waste is left behind
- Ensure all plant and tools are washed and decontaminated before leaving site
- Wash all PPE before leaving site
- Conduct final site inspection after vehicle is loaded to ensure site is suitable to leave
- Follow the SWMS and SWP for this task

### **Transportation of waste**

All employees will ensure the following steps are taken when transporting waste

- Conduct a visual inspection of plant to ensure that there are no leaks
- Ensure that safe driving practices are followed
- In the event of an accident or spill in transit
  - Call Emergency Services - 000
  - Ensure injured persons are attended to and if possible removed from harm
  - Put on appropriate PPE before handling spilt waste
  - Use spill kit to contain spillage of waste into stormwater
  - Establish a no go area
  - Call for 2nd extraction vehicle to assist with mop up if required
  - Do not wash material down storm water
  - Remain calm and follow all instruction given by Emergency Services

Due to the nature of the works it is possible that circumstances may be encountered that have not directly been covered by this procedure. All employees are to ensure that if any changes in work environment or a need to change the work process to suit a specific requirement of the site they will not undertake works until a clear understanding of a safe method of conducting works is established and communicated to all involved. Any changes will be recorded on the Stop Re Start Card and have a JSA created for the specific conditions.

All employees have a responsibility to work safely.