



DTL-HSE-SWMS-0007

Pontoon Installation

DTL Health & Safety Management System

Doc No: DTL-HSE-SWMS-0007 **Version:** 1.0 — Dec 2025 **Review:** Dec 2026 **Owner:** Annelize Van Tonder (Cost Controller)

Safe Work Method Statement for **installing a pontoon** — job setup and pre-operational checks, unloading the pontoon from transport, launching it into the water with the telehandler and boat, securing it and connecting the pipeline, and post-installation inspection / demobilisation. High-risk construction work over and near water: brief every worker and have them sign on before work starts. Any pontoon-installation work not covered by this SWMS requires a separate JHA that references this SWMS.

• **High-risk work over and near water.** Do not start until the controls below are in place and all workers are briefed and signed on. PFDs are mandatory near the water. Stop work if a control cannot be maintained or if wind / visibility conditions escalate.

High-Risk Construction Work — tick all that apply

☐ Scaffolding	☒ Dogging	☐ Rigging
☒ Craneage / Lifting operations	☐ Elevating Work Platform operation	☐ Forklift operation
☐ Work at Height	☐ Confined Space Work	☒ Working over or near water
☒ Working near Mobile Plant / Equipment	☐ Hot Work	☐ Working in a contaminated or flammable atmosphere
☒ Operating Mobile Plant / Equipment	☒ Dropped objects	☐ Tilt-up or Precast concrete work
☐ Operating Light Vehicle(s)	☐ Hazardous substance uses and/or storage	☐ Working near road, rail or sea traffic
☐ Work in artificial extremes of temperature	☐ Work likely to involve disturbance of asbestos	☐ Work on or near energised electrical services or equipment
☐ Other (please detail):	☐ Other (please detail):	☐ Other (please detail):

Material Risks — tick all that apply

☐ Arc Flash/Blast Incident	☐ ARD Facility Failure	☐ Automated Equipment Interaction	☐ Confined Space Incident
☐ Dam Flood Event	☐ Electrocution	☐ Engulfed by Product	☒ Entanglement and / or crushed
☐ Exposure to Hazardous Materials/Dusts/Fibres	☐ Extreme Weather	☐ Facility Infrastructure Fire / Explosion Incident	☐ Fatal Bite

☒ Ground / Pit Wall / OSA / Stockpile Failure	☐ Heat Exposure	☐ Integrity Failure of Critical Equipment	☐ Lifting Incident
☒ Material Impact During Movement of Goods	☐ Noise Induced Hearing Loss	☒ Person Falling into Water	☐ Power Disruption
☐ Processing Plant / Equipment Fire	☒ Surface Mobile Equipment Incident	☐ Tyre Handling Incident	☒ Uncontrolled Dropped or Falling Objects
☐ Uncontrolled Release of Diesel	☐ Uncontrolled Release of Stored Energy	☐ Unplanned Initiation and or Impact	☐ Vehicle Interaction Incident
☐ Vehicle Recovery	☐ Working at Height Incident	☐ Fatigue	☐ Mental Wellness

Required-Controls Checklist — tick all that apply

☐ Safety Harness / Fall Arrest	☐ Platform Ladder / Scaffold	☒ Barricading / Signage	☐ Rescue Plan
☒ Spotter / Sentry	☒ 2-Way Radio / Telephone	☐ Fire Extinguisher / Blanket	☐ Spill Kit

PPE, Licences, Permits & Tools

PPE	Licences / Qualifications	Permits / Procedures	Tools & Equipment
- Safety footwear (always) - Safety glasses (always) - Hearing protection when operating the Tracstar welding machine - Gloves for all manual handling (except where identified) - Hard hat outside - Close-fitting / protective clothing - No rings / jewellery - PFD when near / over water	- Telehandler ticket - Verification of Competency (VOC)	- Take 5 Procedure (Site) - JHA Procedure (Site) - SDS available for Diesel Fuel	- Boat - Telehandler - Task-specific PPE - Diesel fuel

1 · Job Setup & Pre-Operational Checks

#	Job step	Hazards	Initial	Controls	Residual
---	----------	---------	---------	----------	----------

1.1	Set up and demarcate the work area	• Unauthorised access to work area • Injury to personnel • Equipment damage • Vehicle / plant collision • Adverse weather	H13	• Install barricading, cones and signage to establish exclusion zones • Confirm telehandler operating area is level and free from soft ground • Use spotter to maintain separation between workers and plant • Ensure clear communication between all work groups • Establish safe distance from water's edge unless wearing PFD • Monitor weather conditions; stop work if wind, lightning or visibility risks escalate • Provide shade, hydration and heat-stress management where required • PPE required: hard hat, gloves, high-visibility clothing	M8
1.2	General manual handling tasks	• Manual handling / musculoskeletal injury • Crush / pinch points	M8	• Assess load and use mechanical aids or team lift where required • Use correct manual handling techniques — bend knees, keep back straight, load close to body • Avoid twisting and overreaching • Wear gloves during all manual handling activities	L4

2 · Pre-Operational Checks

#	Job step	Hazards	Initial	Controls	Residual
2.1	Complete telehandler pre-start	• Damaged or faulty equipment • Uncontrolled movement • Pinch points • Leaks / spill • Uneven ground	H13	• Complete telehandler pre-start checklist • Inspect forks, lifting jib or lifting attachment for defects • Check hydraulic system for leaks • Isolate equipment if faults are found; tag out and report to supervisor • Ensure operating area is level before use • Remove trip hazards from the work zone	L4
2.2	Check any permit requirements	• Incorrect or missing permits • Unauthorised work	H13	• Confirm if a Permit to Work or Vicinity Permit is required • Ensure permit is valid, approved and current • Clarify permit requirements with supervisor if unsure	M8

3 · Unloading Pontoon from Transport

#	Job step	Hazards	Initial	Controls	Residual
---	----------	---------	---------	----------	----------

3.1	Lift pontoon from truck using telehandler	- Personnel and equipment interaction - Crush injuries - Dropped objects - Load swing - Rigging failure - Excessive wind	E18	- Use telehandler with slings connected to approved lift points - Only a licensed telehandler operator and dogman / rigger to conduct lifts - Inspect slings and shackles before use and replace if damaged - Establish exclusion zone around lifting area - Use a spotter during all lifts - Control load using taglines - Stop lift if wind exceeds limits or load becomes unstable - Never stand under or near suspended loads	H10
3.2	Position pontoon near launch point	- Mobile plant interaction - Uncontrolled movement - Collision with structures - Crush injuries	H13	- Telehandler to travel at low speed with load kept low - Spotter to maintain separation from hazards - Ensure ground is stable and compact - No personnel to walk beside or in front of moving telehandler - Position pontoon in level staging area ready for launch	M8

4 · Launching Pontoon using Telehandler

#	Job step	Hazards	Initial	Controls	Residual
4.1	Rig pontoon for controlled launch	- Entanglement or crush injury - Dropped objects - Load shift - Working near water - Boat movement while approaching pontoon	H13	- Attach slings or taglines to designated lift points - Dogman to position personnel out of line of fire - PFDs worn when within 3 m of water - Maintain exclusion zone around telehandler - Confirm communication signals before starting the launch - Boat crew briefed on rope handling, approach speeds and exclusion zones - Boat exclusion zone while rigging	M9
4.2	Telehandler pushes or lowers pontoon into water	- Person falling into water - Sudden pontoon flotation movement - Crush injury between pontoon and bank - Telehandler instability - Slip hazards - Boat impact with pontoon	E18	- Spotter to guide operator from safe position with visual of boat and pontoon - Boat used to assist guiding, stabilising and controlling pontoon once afloat - Boat operator to maintain slow approach speed, hold standby distance and follow instructions from shore spotter - Telehandler to push slowly while maintaining steady controlled movement - Personnel must not stand between pontoon and water edge - PFDs worn at all times during launch - Rescue equipment accessible at launch point - Ensure stable approach surface for telehandler to prevent tilt or slide - Use ropes or taglines from boat and shore to stabilise pontoon during launch	H10

4.3	Release pontoon and control drift	- Pontoon drifting due to wind or current - Material impact during movement - Rope entanglement - Crush injury at contact points - Boat collision risk	H13	- Boat used to manoeuvre pontoon to desired location while maintaining low-speed control - Guide ropes handled from both boat and shore to control pontoon drift - Only designated personnel to handle ropes - Do not wrap ropes around hands or body - Telehandler to reverse away once pontoon becomes buoyant and clear - Keep pontoon clear of structures until fully secured - Maintain constant communication between boat operator and ground crew	M8
-----	-----------------------------------	--	-----	---	----

5 · Launching Pontoon using Telehandler

#	Job step	Hazards	Initial	Controls	Residual
5.1	Secure pontoon in final position	- Person falling into water - Rope snapback - Crush injury - Uncontrolled pontoon movement - Boat striking pontoon	M9	- PFDs worn at all times near water - Boat used to hold pontoon steady while mooring is installed - Use approved mooring or anchoring points - Stay clear of tensioned ropes and line of fire - Maintain communication between ground crew and boat operator - Monitor pontoon movement until stabilised	L4
5.2	Align and connect pipeline to pontoon	- Manual handling strain - Pipe movement causing crush injury - Dropped tools or equipment - Slip or trip hazards - Boat instability while supporting pipe	H13	- Boat used to support pipe or assist alignment when required - Use mechanical aids such as telehandler or chain block for pipe positioning - Keep personnel clear of pinch points between pipe and pontoon - Ensure tools are secured when working over water - Install bolts and torque to specification - Maintain communication between boat operator and pipeline crew	M6

6 · Post-Installation Inspection & Demobilisation

#	Job step	Hazards	Initial	Controls	Residual
6.1	Inspect pontoon stability and pipeline connection	- Structural failure - Water ingress - Loose fixings - Environmental impact - Boat movement causing impact	M8	- Inspect all mooring points, ropes and connection hardware - Boat used to safely access water-side inspection points - Check for leaks, misalignment or abnormal movement - Record inspection findings - Remove debris and restore work area	L3

		dd/mm/yyyy
		dd/mm/yyyy

Prepared By

Sean Heron — Projects

Signature

Date

dd/mm/yyyy

Reviewed By

Rhys Scholz

Signature

Date

dd/mm/yyyy

Approved By

Tyson Knight — Director

Signature



Date

27/05/2026

1.0 · 10/12/2025 · Reformatted to DTL standard from the 2iB version — content unchanged · author S. Heron, reviewed R. Scholz, approved T. Knight · next review 10/12/2026 · A. Van Tonder