

**PLEASE READ THIS WORKING METHOD STATEMENT CAREFULLY
BEFORE DRIVING ON SITE
IF YOU ARE UNSURE ABOUT ANYTHING - ASK AT THE SITE OFFICE**

What does this method statement apply to?

1. *Anyone driving on site at ANY TIME.*

What equipment do I need?

1. *None*

What Hazards or Risks should I be aware of?

1. *There can be a lot of people on site and they may not be aware that vehicles use the area, too. There are also young children on site.*
2. *Some of the camp sites may have fires and there may be areas that remain smouldering.*
3. *Some site areas are boggy.*
4. *The ground may be uneven or there may be obstacles, such as tree stumps. Some areas have steep inclines.*

What working methods should I adopt to reduce these risks?

1. *While on the gravel roadways travelling between work sites, please observe a 10mph speed limit. On the fields or at a work site, please observe a **5MPH speed limit**. Avoid any sudden acceleration. Slow down – be careful.*
2. *Be aware of any areas marked as “fire zones” on the site plan. Do NOT park within 10m of any fire zone. Be careful when moving over or near camp sites where fires may have recently been burning – embers may remain. Do not drive over any charred or ash-covered area.*
3. *Assess each area carefully before driving on to it. Do NOT drive onto any area with long grass – these are more likely to be boggy.*
4. *Reduce your speed to a crawl when going over any uneven ground. Do NOT attempt to drive over or into any gully. Please LEAVE YOUR HANDBRAKE FULLY ENGAGED and your vehicle in a fail-safe state, such as in “Park”, or in gear if that is necessary to secure the vehicle when parking on the site.*

Remember – it is your responsibility to Drive on Site safely and with consideration for all. We want you and our other guests to have a wonderful party and we extend our thanks and love to you for your efforts in making this happen.

THANK YOU!