



ALL SITES

HSE Contractor Management
Contractor Safety Requirements Manual

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1. Purpose

To outline the minimum safety and health requirements required by all Contractors undertaking work for or on behalf of Atlas.

2. Scope

This manual defines the critical processes, for ensuring an effective and consistent approach to all work activities undertaken for Atlas. The manual is applicable to all contractors and sub-contractors across all Atlas operations.

3. Definitions

HSMP-Health and Safety Management Plan

MSIA-Mines Safety Inspection Act 1994 (WA)

MSIR-Mines Safety Inspection Regulations 1995 (WA)

AS- Australian Standard

4. Contractors Health and Safety Requirements

The contractor shall submit a Health and Safety Management Plan (HSMP) which shall outline how all aspects of the intended work scope will comply with all Health and Safety legislation, approvals, licences, permits and Atlas standards of performance outlined in the work scope document, contractor management specification and contractor safety requirements manual.

The HSMP shall be submitted to Atlas for review and approval. Where Atlas determines the plan does not address all aspects of the work, including compliance to health and safety legislation, approvals, licences, permits and Atlas standards applicable to the proposed work scope the Contractor shall amend their HSMP accordingly.

Once the HSMP has been approved it shall not be amended without prior consultation and acceptance by Atlas. The Contractor shall not commence any work prior to receipt of written approval of the HSMP from Atlas.

The HSMP shall demonstrate to Atlas that the management of health and safety will be implemented in a planned, systematic, documented and effective manner.

Contractor Personnel shall be briefed on the HSMP by the Contractor, so that personnel have a working knowledge of the requirements and responsibilities that relate to their work function and role.

The Contractor shall in consultation with Atlas periodically review the HSMP to ensure it is up to date and continues to comply with all Health and safety laws and regulations, approvals, licences, permits and Atlas standards.

The Contractor shall ensure its personnel are advised of any changes to the HSMP along with associated obsolete plans or documents.

On the request of Atlas, the Contractor shall provide Atlas access to or a copy of the HSMP.



The Contractor shall meet on a regular basis with the Atlas Company Representative to report on its implementation and compliance to the HSMP. The Contractor shall on the request of Atlas provide documentary evidence to demonstrate its compliance to the HSMP.

5. HSE Policy

The contractor shall provide copies of all Health, Safety and Environmental policies. These policies should contain the Health, Safety and Environment commitments contracting firms will abide to in order to reduce risks and improve safety performance.

Policies shall be signed by the contracting firms Managing Director or most senior person. Policies shall be no older than two years from the date of issue.

6. Planning, Objectives and Targets

Atlas has determined the following KPI's as appropriate measures of performance to Contractor Safety Management Plans. The performance against these measures will be monitored and reported to Senior Management on a monthly basis.

Atlas Safety Management System Objectives Performance Measurement Chart

SAFETY AND HEALTH MANAGEMENT SYSTEM OBJECTIVES	MEASURE	TARGET
Lag Indicators		
Nil fatalities		Nil
Nil lost time injuries	LTI's	Nil
Nil medically treated injuries	MTI's	Nil
Nil restricted work case injuries	RWC's	Nil
Total recordable injury frequency rate less than 5.00	TRIFR	< 5.00
Lead Indicators		
Compliance with this Safety Management Plan	Audit score	100 %
All incident and hazard action items completed within 30 days post incident/hazard investigation	(Overdue incident / hazard action Items)	100% in 30 days
Quarterly Risk Register Review	Completed reviews	4 per year
Daily Workplace Inspections completed by shift supervisor	Inspections undertaken against shifts worked	100%
All health and safety meetings held as per the schedule	Meetings undertaken against meetings scheduled	100%



7. Legal and Other Obligations

The contractor shall identify, document and comply with all Health and Safety laws and regulations, approvals, licenses and permits which are applicable to the work site and shall conduct its activities in a manner consistent with Atlas policies, standards, guidelines procedures and permits.

The contractor shall keep accurate, current and legible evidence to prove compliance with all health and safety requirements and at the request of Atlas shall produce documentary and other evidence to prove such compliance.

The contractor warrants that it is and its personnel are familiar with all Health and Safety legislative requirements applicable to all work undertaken in Western Australia and shall comply with these requirements fully.

The contractor shall, immediately upon receipt of any notice (including approvals) from any government or statutory authority or body that relates to the Work, provide Atlas with a copy of such notice.

7.1 Roles and Responsibilities

Where applicable, prior to the commencement of work under any contract, where applicable the Contractor shall provide Atlas with:

A detailed organisational chart showing the positions, job roles and reporting relationships for all managerial and supervisory personnel associated with the intended scope of works.

The organisational chart shall also outline the obligations of those nominated to maintain and administer the Contractor Health and Safety Management Plan. The nominated person shall have a direct reporting line to the Contractor's Project Manager and where applicable, the Atlas representative.

8. Training and Competency

The Contractor shall ensure that its personnel are appropriately licensed, qualified, skilled and experienced to carry out the duties required of them in accordance to applicable legislation, the National Standard for Licensing Persons Performing High Risk Work and Atlas standard performance requirements. Documented training records shall be maintained by the contractor for seven years following any competency based examination.

Where applicable, certification and/or other recognised certification shall be made available to the Atlas Representative prior to mobilising to site.

Individuals performing tasks where specialised training and competencies are required or where a National Certificate of Competency is required shall carry their licence or certification with them at all times to provide evidence of their competencies.

The Contractor shall acknowledge that where Contractor employees do not possess the required competencies, they are prohibited from performing those tasks until such time as



competencies are achieved and evidence of completion has been submitted to the Atlas Representative.

Examples of specialised training / competencies include, but are not limited to:

- Mobile Plant & Equipment
- Elevated Work Platforms
- Operation of Plant and Equipment
- Crane operation
- Dogging
- Rigging & Scaffolding
- Forklift operation
- Handling and transport of explosives
- Confined Space Entry
- Confined Space Entry Sentry
- Permit Acceptor
- Permit Issuer
- Working at Heights requiring fall arrest / restraint
- Electrical work
- Explosive Power Tool operation
- Plumbing
- Trade certified courses e.g. welder, boiler maker, fitter, mechanic ect.

Contractor employees under the age of eighteen years of age are not permitted to conduct business or undertaking on any Atlas mine site without the written authority of the relevant Atlas Registered Manager or Quarry Manager.

8.1 Mandatory Training and Inductions

Before commencement of any work, the Contractor shall ensure that its personnel have successfully completed the Atlas health and safety induction.

Where applicable, the Contractor shall be responsible to provide its employees with copies of any health and safety information or handbooks relevant to the work site and each person's work role.

The Contractor shall ensure that that its employees attend refresher courses and inductions to retain familiarity with current procedures and processes.

Atlas has specific training requirements - No contractor shall drive any light vehicle, or operate any heavy earthmoving equipment, fixed plant or specialised equipment, such as cranes, EWP, forklifts at an Atlas site unless they are under a trainer's control or are licensed to do so.



Licensing includes the delivery of training, assessing of competency and the issuing of formal accreditation. The Contractor shall provide evidence of completion of all training and competency assessments on the request of Atlas.

9. Consultation and Communication

Atlas requires the Contractor to participate in and conduct health and safety meetings in accordance with site requirements as a means to effectively discuss HSE related issues and the planning of work activities. Atlas may choose to attend all such meetings for the purpose of informing the Contractor and its personnel of specific HSE matters identified by Atlas and other contracting firms. The HSE Group Standard Consultation and Communication (**950-HSE-HS-STA-0018**) shall be implemented and complied with at all Atlas controlled sites and offices.

At a minimum a meeting schedule shall be established to include;

- Daily pre-shift and post shift meetings
- Weekly crew toolbox meeting and/or commute meeting
- Weekly management HSE review meeting
- Monthly Contractor review meeting

The Contractor shall provide Atlas a schedule of any intended meetings to provide Atlas the opportunity to attend.

The Contractor shall keep minutes of all health and safety meetings and a register of action items arising from each meeting. Upon request by Atlas, the Contractor must make available the minutes and the register of action items and all progress updates from such meetings.

10. Risk and Hazard Management

All Atlas risk management practises shall comply with **950-HSE-HS-STA-0016, HSE Group Standard – Risk and Hazard Management**. Atlas' risk management practices at an operational level shall utilise the following processes:

- Principal Hazard Standards Program
- Formal Risk Assessments and Risk Registers
- Incident Investigation Process
- Job Safety Analysis
- Take 5's
- Hazard reports

On Atlas worksites, the Atlas **Risk Matrix Table, 950-HSE-HS-REG-0001** shall be used for all risk and hazard management practice.

The Contractor is responsible and accountable for ensuring effective risk mitigation processes are in place to address all potential hazards prior to the commencement of any work including hazards emanating from planned or unplanned changes to operations, facilities, equipment, procedures, laws, regulations, standards, materials and processes.



10.1 Risk Register

The Contractor must maintain and regularly update a work scope-specific risk register. The register shall include risks that have been identified through any change management process, operational risk assessments, incident investigations, procedural reviews or additions and safety alerts generated from other areas of the mining business which are relevant to the Contractors operations.

The Contractor shall review their risk register on a monthly basis and provide Atlas a summary of updates on a monthly basis.

10.2 Job Safety Analysis (JSA)

The requirement to undertake a Job Safety Analysis (JSA) for a particular activity each time it is performed, or when it is performed under particular circumstances shall be documented in shift plans and if applicable in the work instruction for the particular activity.

A JSA shall be mandatory when a work activity meets one or more of the following criteria:

- There has been a history of incidents while performing similar work activities
- Unusual hazards are present
- There is a known, perceived or questionable degree of complexity in the task
- There is a perceived or questionable degree of complexity in the task
- A variable, unpredictable or potentially hazardous work environment exists
- New or inexperienced personnel are included in the work team
- The work activity has the potential to impact others
- The task has not been undertaken previously
- No Standard Operating Procedure (SOP) exists
- There is a legal requirement to do so
- New equipment has been introduced to site

All personnel who are involved in the task (work group) shall participate in the development of a JSA and sign to acknowledge their input and understanding of the JSA content prior to commencement of the task

The use of generic or old JSA's at face value is not permitted on any Atlas worksite. An old JSA may be used as a tool of reference and as a guide for the development of a new JSA which shall consider any hazards that may have evolved since the task was last performed.

Prior to the commencement of works, JSA's shall be approved for use by the relevant Atlas Supervisor or Accountable Manager

Active JSA's shall remain on the job for the duration of the job and periodically reviewed by the Accountable Supervisor or Manager for any changes to the task, personnel or work conditions

Completed JSA's shall be stored in a suitable register to assist in the development of Standard Operating Procedures and for auditing purposes

10.3 "Take 5" Assessments

The Take 5 process is an informal risk management process that shall be used to ensure individuals pause and complete a brief final review and assessment of the activity they are



about to perform. The Take 5 process is intended to identify any health, safety and environmental hazards present at the time and location where the work is to be performed, which were not identified and controlled through the planning process and/or JSA for that activity.

Hazards and risk controls identified as part of the Take 5 process should be documented in a Take 5 handbook and remain on the job for the duration of the job

Where an individual is unable to resolve an identified hazard as part of the Take 5 process, they must escalate the hazard to their Supervisor for resolution. In such circumstances a JSA may need to be developed.

Employees shall be trained on how to undertake the Take 5 process effectively. On the approval of the relevant Accountable Manager, Contractors who have a process similar to the Atlas Take 5 model may use their process on an Atlas worksite.

10.4 Hazard Reports

- All workplace employees shall participate in hazard identification, assessment and remediation measures.
- Worksite hazards shall be documented and reported to Supervisors using the Atlas Hazard Report Form Booklet. Where practicable hazards shall be addressed as soon as they are identified.
- Hazards shall be assessed and action taken to mitigate potential risks to a level as low as reasonably practicable. Corrective and preventative actions shall be tracked to completion.
- Site or departmental specific hazard registers shall be established to facilitate a systematic review of workplace hazards and their associated corrective and preventative actions.
- On the approval of the relevant Accountable Manager, Contractors who have a process similar to the Atlas Hazard Report book process may use own their process.



11. Work Execution

11.1 Health and Safety Equipment

The Contractor shall ensure that all equipment used to meet health and safety requirements is regularly calibrated and maintained in a serviceable condition and a register of such equipment is also maintained. The Contractor shall ensure its employees are appropriately instructed in the use of such health and safety equipment.

All health and safety equipment shall comply with all applicable laws, rules, standards and regulations.

11.2 Personal Protective Equipment (PPE)

All PPE shall comply with the respective Australian Standards and will be appropriately maintained and replaced where it becomes defective.

The contractor shall acknowledge that the following is the minimum requirements for Personal Protective Equipment (PPE) on all Atlas sites.

- Safety Helmet
- Safety glasses or Mono goggles – Prescription glasses may be worn where side shields are fitted and the lenses are of toughened glass
- Long Cotton drill trousers with reflective strips.
- High visibility yellow or orange shirt with reflective strips – With sleeves rolled down and buttoned up
- Steel Capped Lace up Footwear only
- Gloves – of an appropriate type shall be carried on the person at all times
- Other PPE shall be worn in the correct manner and in accordance to the type of work being undertaken, as stipulated in risk assessments, work procedures and as directed by Supervisors and Atlas representatives.

Where applicable the Contractor shall ensure that its personnel have been trained in the correct use and application of PPE. All such training shall be documented and made available to Atlas on request.

On Atlas sites, where mandatory signage (blue and white) or other notices are displayed directing persons to wear PPE then personnel shall abide to such signs and notices.

11.3 Isolation and Lockout

The Contractor shall reference and comply with the Atlas Principal Hazard Standard, **Isolation and Lockout 950-HSE-HS-STA-0001**

Any breach of the isolation and lockout standard and/or supporting process shall initiate a formal incident investigation.

Disciplinary measures may be invoked where it is determined that the standard or supporting procedures were deliberately disregarded; the outcome of which may result in the Contractor being removed from site.



Isolation & Lockout Risk Assessment

- Prior to mobilizing plant and equipment to site, a formal risk assessment shall be undertaken to determine the suitability and effectiveness of isolation and lockout control measures used on plant and equipment.
- All isolation and lockout control measure deficiencies shall be appropriately addressed prior to mobilizing the plant and equipment to site.
- Plant and equipment capable of being energized during commissioning, servicing, repair, operation and decommissioning shall be documented in a site or departmental specific plant and equipment register. The register shall summarise the means of isolation of that plant and equipment.
- Potential isolation and lockout risks and associated risk control measures shall be documented in the site specific or departmental risk register.

Isolation & Lockout Procedures

- Contractors shall have a documented isolation procedure which complies as a minimum to the requirements of the Atlas Standard
- Isolation and lockout procedures shall be approved for use by the Accountable Manager
- All tags and isolation locks used on Atlas worksites shall be approved for use by the Accountable Manager.

11.4 Electrical Equipment

Electrical work shall only be undertaken by appropriately licenced and approved electrical worker. At the Contractor's expense, the Contractor shall ensure that all its electrical tools and equipment are inspected and tagged by an approved licensed electrical worker at scheduled intervals in accordance with the MSIR 1995 section 5.27 and AS 3000, AS 3012:2010 and AS 3760.

Tag colours for quarterly testing and tagging shall be:

- December – February RED
- March – May GREEN
- June – August BLUE
- September - November YELLOW

Tag colours for six (6) months shall be:

- January – June ORANGE
- July – December WHITE

Tag colours for greater than six (6) months shall be:

- Yearly BLACK
- 2 Yearly GREY
- 5 Yearly BURGUNDY

Testing and tagging tags shall identify the date of testing and inspection and the name of the person who conducted the inspection and test. All such tests shall be recorded in an electrical inspection and testing register or electrical log book. The Electrical Supervisor shall ensure the register or log book is maintained and located in a place for easy reference.



All users of electrical tools, appliances and extension leads are responsible for visually inspecting their electrical equipment for signs of damage and tag validity prior to using the equipment. This is in addition to the quarterly checks performed by licensed electrical workers.

11.5 Plant and Equipment

The Contractor shall supply Atlas with a list of all intended mobile plant assets that it intends to mobilise to site.

The Contractor shall comply with the Atlas Principal Hazard Standard (**950-HSE-HS-STA-0006**) Machine Guarding.

Prior to mobilising plant and equipment to site, the Contractor shall ensure all plant and equipment without limitation to health and safety equipment intended for use by the Contractor are fit for purpose.

Atlas reserves the right to inspect all mobile plant and equipment prior to allowing on site. The Contractor shall acknowledge that Atlas can refuse entry of any mobile plant that does not meet acceptable standards. Mobile plant and equipment inspections undertaken by Atlas shall not absolve the Contractor of its responsibilities for conducting its own inspections or ensuring acceptable mobile plant maintenance and safe operability.

Detailed plant and equipment risk assessments shall be conducted to identify all foreseeable hazards and required control measures. Risk assessments shall be provided to Atlas for review prior to mobilising to site.

11.6 Maintenance of Plant and Equipment

Plant and equipment shall be maintained utilising a scheduled maintenance program to ensure the safety and integrity of equipment and ultimate safety of personnel.

The Contractor shall retain accurate and up to date plant and equipment records and certification for all tests, scheduled and unscheduled maintenance. The Contractor shall provide evidence of such maintenance, repairs, tests and certification on the request of Atlas.

Rollover Protection & Falling Object Protection Standards (ROPS/FOPS) shall comply with the requirements of the Mines Safety and Inspection Regulations and Australian standards AS 2294, AS 1636. Where it is not mandatory to fit ROPS / FOPS in respect to legislation or Australian Standards the Contractor shall determine in the applicable mobile plant risk assessment whether the use of such is warranted.

11.7 Plant and Equipment, Pre-start Inspections

All mobile plant shall undergo a documented pre-start inspection prior to its use. Where critical components of the mobile plant are found to be defective, the plant shall be taken out of service until deemed safe to operate by a competent & authorised person.



Note: Critical components are parts or systems of mobile equipment that in the event of failure could cause unexpected or uncontrolled movement or other occurrences that could result in personal harm, equipment or environmental damage.

Mobile plant pre-start inspections shall include but not be limited to the following critical components:

CRITICAL COMPONENT	SERVICABLE IF:
AFFF fire suppression unit (where fitted)	Fully operational (nothing bypassed).
Manual fire extinguishers	Fully charged, operational & secured.
Fuel & oil reservoirs	Caps fitted & sealed.
Fuel injection system & hydraulic hoses	No leaks within close proximity of the exhaust system.
Exhaust manifold & turbo-charger	No exhaust or oil leaks/lagging in place where personal contact may occur.
Steps & handrails	In position & serviceable.
Emergency exits	Fully operational.
Seating & seatbelts	Fully secured, adjustable & operational
Operator warning system/s & alarms	Fully operational. (includes horn, tray up & reverse alarms, all instrument warning levels & lights.)
Emergency shutdown & isolation	Fully operational (nothing bypassed).
Service brake	Passes manufacturer test.
Park brake	Passes manufacturer test. Park brake on/off signage is in place & legible.
Emergency brake	Fully operational.
Steering cycle times	Response is effective & similar in both directions.
Steering lock outs	Fully operational.
Implement lock outs	Fully operational.
Circuit breakers	Not continually tripping / correct size.
Speedometer and fuel gauges	Fully functional
Tyres	No bulges. No deep cuts. Sufficient tread.
Rims	No cracks. Locking devices are in position.
Windscreen, windscreen wipers and washer	No cracks, wiper blades intact not perished, washer bottle full & functional
Rear vision mirrors and cameras	No cracks, clean and fully operational
Lights indicators and beacons	All fully functional, covers intact, correct type & colour
Cargo barriers	No damage, secured
Roll over protection (ROP"s)	No damage
First aid kit	Fully serviceable



- Vehicles and associated equipment shall be taken out of service where a critical component is identified as missing, damaged or unserviceable.
- Only on complete repair to the required standard, shall the vehicle be permitted to return to service.
- Damage to vehicles and associated equipment shall be reported and assessed soon as practicable by a competent and authorised person to determine serviceability and the need for repair.
- A tyre management process shall be in place to manage potential risks associated with heat, rupture, electrical contact, separations, general tyre maintenance, stored energy and tyre change out.
- All vehicles and associated equipment shall have a documented maintenance program.
- Only persons deemed competent and authorised to do so shall service, repair or modify vehicles and associated equipment.
- Records of any tests, maintenance, inspections, modifications and commissioning of any vehicles and associated equipment shall be retained and made accessible for the operating life of the vehicle and equipment.
- Modification and/or additions to vehicles and associated equipment shall comply with original equipment manufacturer guidelines, Australian Standards and regulatory requirements.

Vehicle Specification

- Atlas vehicle specification requirements shall be referenced.
- Where required, vehicles and associated equipment shall have current vehicle registration and insurance.
- Vehicles and associated equipment used on site shall be identifiable by using signage which incorporates numbers and/or lettering on the rear and both sides of the equipment. Lettering and numbering shall be black on fluoro yellow background and shall be no less than 150mm in height.
- Where relevant, vehicles to be used on any Atlas worksite shall comply with Atlas' minimum build specification and safety requirements and shall be assessed prior to being operated on site to ensure compliance.
- Safety features and devices incorporated into vehicles shall be in place and fully operational prior to use.
- Where a vehicle is designed to accommodate/carry a person then it shall be equipped with an appropriate seat and seat belt. Where a vehicle has no provision for seat or seat belt then persons shall not travel on the machine.
- Seatbelts shall be worn by vehicle occupants at all times whilst the vehicle is in motion.
- Side facing seating shall be permissible in dedicated ambulances only.

Vehicles used in remote areas

- Vehicles used for remote site travel or work shall at a minimum meet the Atlas vehicle specification requirements.
- Additional vehicle and survival equipment shall be carried out in accordance with journey management plan requirements. Equipment may include but not be limited to the following;
 - 10 litres of potable water
 - 2 spare tyres
 - Snatch trap or other similar vehicle recovery device



- Note: Vehicle recovery devices shall be rated no less than three times the vehicle gross mass
- Emergency Position Indicating Radio Beacons (EPIRBs) or SPOT satellite distress communication systems.
- Satellite phone
- VHF and/or UHF two way radio
- Area maps
- Suitable First Aid Trauma Kit
- Emergency breakdown equipment that should include:
 - Emergency Warning kit (3 Triangles)
 - High visibility vest/high visibility shirt
 - Gloves
 - Basic tools including shovel.

11.8 Mobile Plant Operational Rules

Employees shall comply with operational Traffic Management Plans in accordance with the Atlas **Principal Hazard Standard, 950-HSE-HS-STA-0002, Vehicles and Traffic Management.**

All mobile plant operators shall acknowledge and comply with speed limits, reduced speed zones, prohibited or restricted vehicle access areas, and traffic warning signs.

11.9 Mobile Plant, Training and Verification

Under no circumstance shall any person operate any mobile plant and equipment for which they have not been trained. Employees authorised to operate mobile plant shall have been deemed competent to do so by an approved and authorised person.

Operators of mobile plant shall carry their applicable vehicle licence with them at all times and be able to produce their licence on request to verify licence currency and competency.

All light vehicle operators shall be in possession of a Current Australian Drivers Licence. Operators who have had their light vehicle licence suspended or removed are not permitted to operate any mobile plant on an Atlas worksite without the written consent of the Atlas Mine Manager.

It shall be the Contractors responsibility to ensure their operator licences and other accreditation is maintained and updated in accordance to legislative and site requirements. The Contractor is obliged to maintain a documented training matrix that outlines the mobile plant and equipment competencies of each of its employees.

11.10 Classified Plant

The contractor shall ensure that before any classified plant of a type set out in the MSIR 6.34 sub regulation (5) is used at a mine; the plant has been registered with the State mining engineer. This includes but is not limited to pressure vessels, cranes and hoists.



In accordance to the MSIR 6.35, any person who repairs or modifies any classified plant must ensure that before the plant is used that it conforms to the Australian standard applicable in MSIR 6.33, and that such repairs or modifications are inspected by an approved competent person authorised to carry out such inspections prior to the plant and equipment being put back to service.

Following repairs and modifications to classified plant, the respective risk assessment for that plant and equipment shall be reviewed to reflect modifications and repairs made. A change management process shall be implemented to ensure all Contractor personnel are made aware to the extent of repairs and modifications to plant and equipment.

The contractor shall inform Atlas of all repairs and modifications made to classified plant used on Atlas sites.

Atlas shall be given opportunity to inspect all repairs, modifications, review testing reports, certification and updated risk assessments before the plant and equipment is put back to service.

11.11 Generators

The Contractor shall ensure that any of its self-contained transportable generating sets driven by internal combustion engines which are intended to provide an independent 50 Hz ac supply at above 32V ac, single phase or three phase, meet the requirements stipulated in AS 2790, and AS 3010.1

All generators shall incorporate within its design a Residual Circuit Device (RCD). All generators shall be appropriately earthed.

Generators shall be inspected and tested by a licensed electrical worker at scheduled intervals in accordance with the MSIR 1995 section 5.27

11.12 Welding and Grinding

The Contractor shall comply with site specific standards and procedures for welding and allied processes such as grinding. Where abrasive blasting is required on any Atlas site, legislative requirements shall be met.

Wet abrasive blasting shall be used in preference to dry. Dry blasting shall only be carried out with the Registered Mine Manager's written approval following a detailed risk assessment.

The use of compressed air shall comply with the requirements with the MSIR 1995 Section 4.12.

The Contractor shall provide a suitable area for storage of all compressed gas cylinders in accordance to AS 4332-2004 The Storage and Handling of Gases in Cylinders



A “Hot Work Permit” is required before commencing any welding, cutting, heating, grinding or disc cutting in any area, except approved workshops.

11.13 Cranes and associated Rigging Equipment

The contractor shall comply with the Atlas Principal Hazard Standard Working with Cranes and Lifting Equipment (**950-HSE-HS-STA-0004**).

The Contractor acknowledges that contractor personnel involved in the operation of cranes and associated rigging equipment are required to hold a current nationally accredited licence in accordance with The National Standard for Licensing Persons Performing High Risk Work.

The Contractor shall provide to Atlas a certificate of inspection for all cranes to be utilised on an Atlas worksite. The certificate shall be no older than twelve months from the date of issue and be provided prior to mobilising any crane to site. The Contractor shall carry out such tests and inspections as requested by Atlas or required by regulatory authorities. Such inspections shall be undertaken by an accredited and authorised person only.

The contractor shall ensure that before any crane (classified plant) of a type set out in the MSIR 6.34 sub regulation (5) is used at a mine, the plant has been registered with the State mining engineer.

The Contractor shall ensure that cranes owned or leased by the Contractor carry the current logbook and manufacturer’s operation and maintenance manual/s at all times. Details of maintenance history and all modifications shall be entered into the plant logbook.

Radius charts shall be available for all lifting equipment and shall be clearly and prominently marked on the equipment and where practicable displayed or made available in the cab.

Once a crane is made ready for work, the working radius will be barricaded to identify that only those involved in the lift are to enter the area. Spotters shall be used to ensure persons not associated with the lift are kept clear. A certified Rigger or Dogman shall direct all crane lifts / load movements.

No load shall be left suspended unless the crane operator is inside the crane cab and in complete control of the crane.

The Contractors Engineer or an Engineer assigned to the Contractor shall be responsible for the coordination of all significant crane lifts and the technical details of such lifts. The Contractor shall ensure a detailed risk assessment has been completed for any significant crane lift and that the engineer has endorsed the risk assessment and approved all associated lifting instructions and drawings.

Crane lifts that shall require a documented lift study are:

- Any load in excess of 20 tonnes.
- Lifts that exceed 80% of the cranes rated capacity.
- Multiple crane lifts.
- Lifts that require maximum boom and crane configurations.
- Lifts that require specific engineering design



- Non-routine and high risk lifts including all lifting over live plant

11.14 Rigging Equipment

The use of lifting equipment shall be in accordance to legislative requirements, applicable Australian Standards and codes of practice. The Contractor acknowledges that contractor personnel involved in all Dogging and Rigging activities are required to hold a current nationally accredited licence in accordance to The National Standard for Licensing Persons Performing High Risk Work.

Rigging and lifting equipment includes, chain, rope, fastening, coupling, fitting, hoist block, stay, pulley, hanger, sling, brace, or apparatus of a similar kind, used or intended for use for raising or lowering materials.

Only approved rigging and lifting equipment shall be used for rigging and lifting activities.

All rigging and lifting gear shall be visibly marked in accordance with the relevant Australian Standards to show the SWL of such equipment. Such markings shall be legible throughout the working life of the equipment.

All rigging and lifting equipment shall be inspected prior to each use by a competent person for the purposes of determining its suitability for safe use. In addition, formal inspections of all rigging and lifting equipment shall be undertaken by a competent person at three monthly scheduled intervals. These inspections shall be documented in a Rigging and Lifting Equipment Register. Lifting gear shall be tagged to identify as having undergone its three monthly inspections.

Tag colours for quarterly inspections shall be:

- January - March RED
- April-June GREEN
- July - September BLUE
- October - December YELLOW

Testing and tagging tags shall identify the date of inspection and testing and the name of the person who conducted the inspection and test.

Note: The Contractor shall note that the following points are applicable on all Atlas sites

The use of:

- Fibre and all woven synthetic slings are RESTRICTED; approval for use shall be granted by the Health and Safety Superintendent.
- Slings shall be steel, with steel ferrules or spliced eyes. Such slings shall comply with AS1666.2

The Contractor shall note the following equipment is PROHIBITED and shall never be used.

- Natural fibre ropes of any kind.
- Lifting hooks without an integrated safety latch



Synthetic fibre ropes shall be used as a tagline (16mm) to assist ground crews to control a load or secure a load during transport. Consideration shall be given to hot work and plant processes that may affect the integrity of rope used.

The Contractor shall note that it is PROHIBITED to use front end loaders, shovels, backhoes and similar equipment to suspend a load unless the equipment is specifically designed, engineered, rated and certified to do so.

11.15 Scaffolding

The Contractor acknowledges that contractor personnel involved in all scaffolding activities are required to hold the required scaffolding licence in accordance with The National Standard for Licensing Persons Performing High Risk Work.

The Contractor shall ensure that all scaffolds are built to the standards and procedures stipulated in AS 1576 parts 1 to 6, in accordance with the MSIR 4.22.

The Scafftag system shall be used for all scaffolding on Atlas sites. No scaffold shall be erected or used without a scafftag. The erection and dismantling of scaffolding shall be carried out by nationally accredited scaffolders.

Note: It shall be permissible for any person to close a scaffold by turning over the scafftag if deemed unsafe or incomplete. Only a competent and authorised scaffolder shall place or alter the details on a scafftag or deem a scaffold as safe for use.

Scaffolds shall be inspected for safety & integrity every 7 days or, more frequently in adverse weather. Inspections shall be undertaken by a competent and authorised person. The person conducting the inspection shall enter their details and date onto the scafftag.

All personnel involved in scaffolding work where potential to fall from one level to another exists or where adequate edge protection is not provided, shall utilise an approved fall arrest/restraint system.

11.16 Working at Heights

The Contractor shall comply with the Atlas Principal Hazard Standard (**950-HSE-HS-STA-0005**) Working at Heights.

The Contractor shall where necessary provide its personnel with appropriate fall restraint/arrest equipment in accordance to MSIR 4.5 Fall Arrest Equipment.

- Fall restraint/arrest equipment shall comply with the requirements of Australian Standards and Fall restraint/arrest equipment shall be inspected prior to use and at scheduled intervals in accordance with Australian Standards.
- Personnel required to work at heights shall be familiar with the Code of Practice for the Prevention of Falls at Workplaces.
- Personnel who work in areas where there is a risk of falling from one level to another shall mitigate risks utilising a documented risk management process to identify and control hazards.



- Hard barrier fall prevention shall take precedence over fall restraint. Fall restraint shall take precedence over fall arrest.
- The Contractor shall provide its employees who are required to work at height nationally accredited training prior to mobilising to site or commencing site works.
- The Contractor shall provide Atlas the evidence to show that its personnel have undertaken nationally accredited working at height training. Such training shall be documented and retained in accordance this manual.

11.17 Confined Spaces

The Contractor shall in consultation with Atlas ensure that all hazards associated with the entry into a confined space are assessed and controlled and risks are minimised and where possible eliminated; and that all requirements of standard AS/NZS 2865 are met.

The Contractor shall acknowledge that a Confined Space is any vessel, tank or any other, enclosed or partially enclosed, space that:

- May have restricted means of entry and exit;
- Is at atmospheric pressure when anyone is in the space;
- Is not intended or designed primarily as a workplace;
- Is not likely to be entered by a person to work; and

At any time, contains, or is likely to contain:

- Potentially harmful levels of contaminants in the atmosphere;
- An atmosphere that does not have a safe level of oxygen;
- Anything that could cause engulfment; and
- Anything else that has the potential to present a hazard to personnel entering the space.

Prior to planning any confined space activity, the Contractor shall consult with Atlas the intended scope of proposed works and demonstrate how the intended works are to be conducted in accordance to MSIR 4.2 and AS2865 Confined Spaces

The Contractor shall provide Atlas the evidence to show that its personnel have undertaken nationally accredited confined space training. Such training shall be documented and retained in accordance this manual.

11.18 Hazardous Materials and Substances (MSDS)

Contractors may not bring hazardous materials onto site without seeking prior authorisation from Atlas. All personnel involved in using, storing, handling, transporting, recycling and or disposing hazardous materials shall have undertaken the applicable training

The Contractor shall ensure that

- Atlas have approved all hazardous materials prior to arrival on site.
- Regardless of the severity that where incidents are incurred involving hazardous materials, Atlas is immediately informed



- Prior to sending to site all hazardous substances are risk assessed to determine their safety requirements and suitability for use
- A register of all hazardous materials brought on to site is maintained and made available to Atlas on request;
- Materials Safety Data Sheets (MSDS) are made available for each chemical substance sent to site.
- MSDS are readily accessible to all employees
- Products are stored in appropriate containers that are clearly labelled
- Products are stored and segregated in accordance to the Australian Dangerous Goods Code
- Containers that have held hazardous substances are disposed of in a safe manner
- Disposal of hazardous substances is in accordance with site, and legislative requirements and Manufacturer guidelines.

11.19 Hydrocarbon Management

All hydrocarbon storage greater than 250 litres shall be bunded. The design and construction of containment bunds shall be as agreed with Atlas and comply with Atlas environmental licence requirements and AS 1940.

Where chemical and hydrocarbon storage facilities are less than 250L, the drums or containers shall be stored on suitable containment pallets or spill trays in a well-ventilated area appropriately segregated from other combustible materials.

The construction of additional storage areas by contractors is not permitted unless approval has been granted by Atlas.

All areas where hydrocarbons are stored shall be inspected by the Contractor on a scheduled basis to ensure the integrity of bunds, the prompt attention to spills, the prompt reporting of any hydrocarbon hazards, that fire fighting equipment is available and fully serviceable, warning signage is in place and any other matters relating to the storage of hydrocarbons and hazardous materials is attended to.

It is the responsibility of the contractor to be familiar with the site specific emergency management plan and know what to do in the event of a hydrocarbon spill or fire.

11.20 Radiation Sources

All measures shall be taken by the contractor to ensure that all radiation source materials such as those emanating from NDT testing, down hole surveying and any other source of radioactive emitting device do not put persons at risk of exposure.

- Only appropriately qualified, experienced and authorised persons shall be appointed as Radiation Safety Officers under the Radioactive Substances Act.
- Work activities involving the use of any radioactive emitting device shall be suitably barricaded with warning signage which meets Australian Standards posted at intervals of no greater than three meters apart across the full length of the barricade.



- Only appropriately qualified, experienced and authorised persons shall be allowed to control and/or operate equipment which contains radioactive source materials.
- Safe work procedures shall be developed prior to undertaking any work activity that involves the use of radioactive source materials.
- Risk assessments and JSA's shall be undertaken prior to commencing works involving the use of radioactive source materials.
- All appropriate records and documents pertaining to radioactive source materials shall be retained in the hazardous substances register
- All sources of radiation shall be effectively isolated through shielding, containment, remote handling or by other effective engineering controls

11.21 Transportation, Handling and Use of Explosives

The Contractor shall ensure that safe systems of work are in place for the safe transport, storage, use and handling of explosives and that such systems of work are maintained in accordance to legislative and Atlas requirements. The Contractor and its employees working with, or having access to explosives shall be required to obtain a „Security clearance“ in accordance with the Dangerous Goods Safety Explosives Regulations – 2007.

Where the Contractor is required to bring explosives onto an Atlas work site approval shall be dependent on the signed undertaking by the Contractor that

- They will strictly adhere to all rules for the use, handling, transportation and storage of explosives in accordance to legislative requirements, and AS 2187 - Parts 1 and 2.
- Personnel required to handle, transport and/or use explosives have current security clearances and where necessary hold the applicable licences required to use or initiate explosives.
- An explosives safety and security plan is in place and that the plan has been approved for use on Atlas work sites.
- Notice is given in writing to Atlas no less than 24 hrs in advance of the time the explosives are required on site.

The above shall also apply to explosive power tools.

Blasting shall only be undertaken shall only be undertaken in accordance to Atlas shot firing plan, procedures and guidelines.

11.22 Fitness For Work (FFW)

Contractors shall reference and comply with Atlas FFW requirements outlined in **950-HSE-HS-PRO-0003, Fitness for Work Procedure, Part A, Drugs and Alcohol**

In meeting its obligations Contractors shall, assess the fitness for work of individuals at Atlas work sites and offices.

Methods for assessing an individual's fitness for work shall be through;

- Face to face discussions,
- Medical examination and assessments
- Alcohol and other drug testing, and



- Off site, self-testing for blood alcohol levels.

As part of the Atlas FFW program, there are four types of testing that Atlas expects its contractors to undertake.

These are:

- Pre-employment medical examination and assessment,
- Random and site wide testing,
- For Cause Testing, and
- Off site, self-testing for blood alcohol concentration levels.

Employees shall:

- Present fit for work, in a condition that does not put themselves or others at risk of harm,
- Report situations where they are not fit for work or become unfit for work during the course of their work shift,
- Discuss with prescribing medical practitioners the nature of their duties to ascertain any potential risks that prescription or non-prescription medication may have on their ability to safely perform their work,
- Take medication strictly in accordance to medical practitioner instructions, and
- Immediately notify their Supervisor or site medic of any prescription or non-prescription medication they are taking which could affect their safety and/or performance at work.

The Atlas drug and alcohol and fatigue program is mandatory and will be in addition to any program that the Contractor may have in place. The program addresses the legal obligations of all parties to ensure that the workplace is safe and free from hazards including those associated with people adversely affected by drugs and alcohol. As such, Atlas enforces a zero tolerance drug and alcohol policy on all its work sites.

Fatigue Management

The Contractor shall ensure that fatigue is appropriately managed across all Atlas operations and shall ensure its employees, supervisors and managers are informed of factors contributing to fatigue so as to prevent accidents, incidents and illness.

The Management of fatigue is just one of the components of the overall approach to fitness for work and employee well-being. To ensure that fatigue is adequately managed the Contractor shall develop and implement a fatigue management plan to address all potential fatigue related risks.

The fatigue management plan shall consider;

- The structure of work schedules and rosters;
- Irregular and unplanned work schedules;
- The potential fatigue related risks associated with emergency or adhoc call-out of personnel outside normal roster patterns
- Shift length in relation to the physical and mental demands of the work and commuting arrangements;
- Proximity of residence or accommodation;
- Method of travel to and from work available to employees and the risk of commuting accidents;
- Environmental factors – eg. Heat, humidity, noise levels, vibration etc; and
- Ability to access a balanced diet and adequate rest.



Shift length and roster design shall at a minimum take into account the inherent risks described. The Contractor shall take every practicable measure to not place its employees, including subcontractors, at unnecessary risk of fatigue or sleep deprivation.

Employees shall

- Report situations where fatigue is becoming a concern; and
- Follow procedures that are implemented to reduce the effects of working extended hours.

11.23 Journey Management

The Contractor shall comply with and operate in accordance with the **Principal Hazard Standard 950-HSE-HS-STA-0003 Journey Management**.

- Where high risk work or travel conditions are foreseeable, travel and/or work shall not occur without having undertaken an appropriate risk assessment. Personnel involved in the work and/or travel shall participate in the risk assessment.
- The Risk Assessment and associated controls shall form part of a Journey Management Plan (JMP).
- As a minimum, a JMP will be completed for any travel to, from or between Atlas Operational sites.

Journey Management Planning

Pre Departure

- Prior to departure, personnel shall complete a Journey Management Plan (JMP) in the approved format Journey Management Plan 950-OHS-HS-PLN-001
- The completed JMP shall be submitted for approval by the Manager/Supervisor accountable for the travel or work to be undertaken
- Prior to executing a JMP the vehicle operator and any accompanying passengers shall carefully review the JMP.

Travel

- JMP's shall be carried within the vehicle for the duration of the trip. A copy shall be retained at the outward departure location (origin of journey) for prompt reference should the need arise.
- Any changes to the route, task, arrival or return times must be communicated to the Supervisor and Site Contact and the JMP updated if required.

Arrival

- On arrival at the destination, the vehicle operator must advise their Manager/Supervisor and Site Contact at the journey origin that they have arrived safely.

11.24 Health and Fitness

The Contractor must ensure that prior to the initial mobilisation and engagement on an Atlas Site that all Contractor Personnel have successfully completed a:



- a.) Medical Assessment (No more than 36 months old), including:
 - i. Physical Assessment
 - ii. Audio Test
 - iii. Spirometry Test; and
- b.) Drug and Alcohol Test (No more than 3 months old)

The Medical Assessment and Drug and Alcohol Test must have been completed within the timeframes of 36 months and 3 months respectively, prior to the personnel's initial date of commencement at Site. Upon entry to Site the Contractor must provide written evidence of the successful completion of the above medical requirements by way of a letter, matrix or any other Atlas approved document.

Atlas reserves the right, at no cost to Atlas, to refuse entry of:

- Any Personnel who fails to provide evidence of successfully meeting Atlas' Medical Assessment and Drug and Alcohol Test requirements; or
- Any Personnel who Atlas suspects is not fit for work.

Due to confidentiality requirements the personnel's Medical Assessment and Drug and Alcohol Test documentation will not be required in full, although in the event of a health or safety incident Atlas reserves the right to request disclosure of and access to either or both documents, in part or in full, as may be required by the investigation.

In addition to Atlas' Medical Assessment and Drug and Alcohol Test requirements above, the Contractor shall ensure that its Personnel undertake whatever further medical assessments as may be necessary to ensure that all Personnel are physically fit and able to perform their work activities with minimal risk to themselves or others, and to enable the Contractor to make informed decisions on how to assist and manage personnel who exhibit any physical restrictions or impairment.

Illness and Injuries

The Contractor shall ensure that where Contractor personnel exhibit any symptoms of illness that immediate arrangements are made to have the individual medically assessed to reduce the risk of infection to others. Personnel who are deemed unwell shall not return to site until the treating Doctor has provided a full clearance and deemed the individual as being fully fit to return to work.

12. Crisis and Emergency Management

The Contractor shall ensure that its personnel and visitors have been instructed in Atlas emergency management processes. In the event of an emergency, the Contractor shall adopt the Atlas Emergency Response Plan

The Contractor shall participate in all emergency management drills and debriefs including those following an emergency response.

The Contractor shall participate in emergency response drills including but not limited to fire, spill and evacuation drills to regularly test the effectiveness and readiness of its emergency response personnel, equipment, procedures, and the knowledge and proficiency of Contractor personnel.



Extreme Weather

In the event of impending adverse weather including Tropical Cyclone, the Atlas Tropical Cyclone Management Plan shall be invoked. Contractor shall, in consultation with Atlas, take appropriate precautionary measures to safeguard personnel and property.

Remote Areas

The Contractor shall ensure that where its employees work in isolation or in remote areas that an effective emergency management process is in place known and understood by all employees.

13. Document and Data Control

Contract site records, including any pertinent contractor and subcontractor site records, shall be maintained to provide evidence of conformity to Atlas requirements. Such records may include, but are not limited to:

- Management plans
- Production and/or haulage plans
- Audit reports required by the contract correspondence to / from client and interested parties
- Notices issued in connection with the contract
- As-built drawings
- Permits, licenses and approvals
- Induction records and other training records
- Inspection and test documentation
- Measuring and testing equipment calibration records
- Non-conformance and corrective action / complaints
- Incident reports
- Records shall be legible, readily identifiable, and easily retrievable

14. Incident Management

All incidents shall be investigated by the Contractor and where applicable, with assistance from Atlas.

The contractor shall comply with Group HSE Standard **950-HSE-HS-STA-0015, Incident Management**.

The Contractor shall immediately report to Atlas all incidents and near miss events regardless of severity in accordance with the **950-HSE-HS-PRO-0002 HSE Incident Management Procedure**

Incident severity shall be calculated using the Atlas matrix parameters outlined in **950-HSE-HS-REG-0001 Risk Matrix Table**.

Classification of incidents shall be in accordance with the HSE Incident Management Standard Definitions

Incidents categorised as high or extreme shall be escalated to the General Manager Health, Safety, Environment and Community, Chief Operations Officer or/and Chief Development Officer.

Contractors may use their own incident investigation model on approval by the Applicable Atlas Accountable Manager provided the Investigation process used;



- Has the ability to determine ‘root cause’ and other contributory factors with integrity.
- Ensures a just and fair process is followed to hold people accountable for their action or inaction surrounding the circumstances of an incident.
- Is commensurate with the actual or potential incident severity outcome and/or rating.
- Expedites the timeframe for incident investigation completion which shall be proportionate to the actual or potential severity of the incident. The following timelines shall be followed unless otherwise directed by the HSEC General Manager.

Incident Severity Rating	Incident Investigation Report to be Completed by
All Incidents	Initial entry to the Atlas data base prior to the end of the shift in which the incident occurred.
Extreme/High	Full report to be submitted within 15 days from completion of the investigation
Moderate	Full report to be submitted within 5 days from event occurrence
Low	Full report to be submitted within 2 days from event occurrence

The Contractor is obliged to proactively analyse the findings of all incident investigations in which they have been involved as a means to monitor trends, improve standards, systems and work practices.

The Contractor shall also share lessons learned (positive and negative) with its personnel, Atlas and other Contractor Personnel as a means to prevent future incidents.

Injury Management

The Contractor shall on being notified of an injury regardless of severity shall inform the Atlas Management Representative as soon as possible so that assistance in regards treatment and any investigation process can be provided. It is mandatory that

- Where an individual has been injured, they shall be escorted to the nearest First Aid post or Medical Treatment facility so that the extent of the injury can be determined and treated.
- All head, neck, eye, back, vehicle accident, electric shock and fuming injuries regardless of severity shall be assessed by a medical practitioner, qualified health nurse or paramedic prior to the individual returning to work.
- The Accountable Manager or Supervisor of any injured person under their control shall liaise with the treating Doctor to ensure ongoing treatment plans are understood and followed and to ensure return to work plans are established if required.
- Return to Work plans shall be established for all employees who incur a work related injury or illness that restricts them from returning to their pre injury status
- Return to Work plans shall ensure individuals are provided meaningful suitable duties which achieve the highest possible level of function consistent with their pre-injury status.
- All personal medical and workers compensation information shall remain confidential in accordance with Workers Compensation and Injury Management Act WA 1981 and other laws pertaining to individual right to privacy.



- All documentation shall be kept in a secure site location, access to medical treatment notes shall be restricted to those authorized by the relevant Accountable Manager.

15. Environmental Management

Flora Management

To avoid the introduction of weed species across the project areas, the contractor shall ensure all mobile equipment is clean before mobilising to site. Wash down facilities at project sites may be limited and not able to cater for large equipment.

Populations of rare flora may be found on some project areas. Contractors shall not access or interfere with these sites. If a site is accidentally disturbed or the contractor identifies a new population is discovered, the contractor shall cease work and contact Atlas.

No clearing of undisturbed areas is permitted without the written authorisation of Atlas.

Water Management

The contractor shall not store any materials or dispose of any waste within the site drainage system or ephemeral creek systems within the Project area. It is the responsibility of the contractor to store all materials in a manner that avoids contamination of storm water during rain periods.

The use of water on the project site shall be controlled by Atlas. The Contractor shall not waste or discharge water unnecessarily into the environment. Contaminated waste water shall be disposed of in accordance to Atlas guidelines.

Aboriginal Heritage Sites

In respect to Aboriginal people and their heritage, all heritage sites are to be protected. Some Aboriginal heritage sites have been identified within Atlas Project areas.

Identified sites have been mapped. Contractors shall under no circumstance interfere with these sites. If a site is accidentally disturbed or the contractor believes a new site has been discovered, the contractor shall cease work immediately and contact Atlas immediately.

Waste Management & Housekeeping

All reasonable and practical measures shall be taken by the contractor to minimise the generation of waste from its operational activities. Atlas has waste management strategies in place to ensure that waste collection, disposal and recycling activities are conducted in an appropriate manner.

It is expected that the Contractor will participate in all waste reduction initiatives and minimise waste by recycling and reusing materials whenever possible. All waste and recyclable materials produced by the contractor shall be segregated and disposed of in appropriately marked skip bins located on site.



16. Monitoring, Measurement & Review

Within three working days of the new month, the Contractor shall provide a written report containing the previous month's health and safety statistics to the Atlas respective Project Manager. The information shall be provided in a prescribed form which shall show;

- The total number of personnel and work hours spent on the Work by the Contractor's Personnel;
- A summary of all incidents, injuries and near misses that occurred during the reporting month including an account on the status of open or/and overdue corrective and preventative actions;
- Agreed Key Performance Indicators (KPI"s) and
- Any other health and safety information as may be required by Atlas.

Audits, Inspections and Reporting

Workplace inspections and compliance audits shall be conducted by the Contractor in accordance with the schedule established during the project planning meeting with Atlas

- Inspections and audits should be conducted using Contractor inspection and audit tools that have been pre-approved by Atlas.
- Deficiencies identified during any inspection or audit shall be entered into an appropriate actions register that summarises the deficiency, the required action, the person to whom the action has been assigned and the date by which the action shall be completed.
- The Contractor shall be responsible to ensure all actions are completed, verified and closed within stipulated timeframes.

The Contractor acknowledges that Atlas has the right, at any time, without giving prior notice to the Contractor to conduct audits or inspections of the Contractor workplace to determine the Contractor's compliance to all health and safety conditions stipulated within the HSMP and the contract. The Contractor shall fully cooperate with Atlas during such audits and inspections.

17. References

- 950-HSE-HS-STA-0001 Principal Hazard Standard – Isolation and Lockout
- 950-HSE-HS-STA-0002 Principal Hazard Standard – Vehicle and Traffic Management
- 950-HSE-HS-STA-0003 Principal Hazard Standard – Journey Management
- 950-HSE-HS-STA-0004 Principal Hazard Standard – Working with Cranes and Lifting Equipment.
- 950-HSE-HS-STA-0005 Principal Hazard Standard – Working at Heights.
- 950-HSE-HS-STA-0006 Principal Hazard Standard – Machine Guarding
- 950-HSE-HS-STA-0016 Group HSE Standard – Risk and Hazard Management
- 950-HSE-HS-STA-0015 Group HSE Standard – Incident Management
- 950-HSE-HS-STA-0018 Group HSE Standard – Consultation and Communication.