# Classified plant management audit Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Date conducted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 1 Management |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 1.1 | There is a documented system for the management of all classified plant that is permanently located at, or temporarily introduced to, the minesite. |  |  | | 1.2 | The Registered Manager has appointed a person to be responsible for the coordination and management of all classified plant used on the minesite. |  |  | | 1.3 | The appointed person is familiar with the requirements of the relevant legislation concerning classified plant. |  |  | | 1.4 | Current relevant Australian Standards (AS) are available for reference by personnel. |  |  | |
| 2 Registration |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 2.1 | The classified plant management system requires that all items of permanently installed and itinerant classified plant, which require registration, are registered prior to the plant being used at the mine. |  |  | | 2.2 | Applications for the registration of classified plant are made by the Registered Manager, the appointed person, or another person authorised in writing by the Registered Manager. |  |  | | 2.3 | Applications for registration are accompanied by the relevant documentation detailing the item of classified plant requiring registration. |  |  | |
| 3 Record Keeping |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 3.1 | There is a classified plant register in the form of a spreadsheet, or similar itemised list, which details the status of all classified plant in use at the mine. |  |  | | 3.2 | The classified plant register is kept up to date and is revised whenever changes in the status of any classified plant occur. |  |  | | 3.3 | Records are kept of all inspections, including commissioning reports, relevant testing, maintenance inspections, and any alterations, of the classified plant. |  |  | | 3.4 | There is a registered classified plant record book kept at the mine. |  |  | | 3.5 | The registered classified plant record book is only used for the purposes of recording the results of the statutory inspections of the registered classified plant. |  |  | | 3.6 | Only authorised persons are able to make entries in the registered classified plant record book. |  |  | | 3.7 | Entries in the registered classified plant record book are made without delay and it is kept up to date. |  |  | | 3.8 | Entries made in the registered classified plant record book are clearly written in ink with the identity/position of the person making the entry easily recognisable. |  |  | |
| 4 Inspections |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 4.1 | The Registered Manager has appointed, in writing, a competent person(s) to carry out the statutory inspections of the registered classified plant used at the mine. |  |  | | 4.2 | Records are kept of the qualifications and appointments of the competent persons. |  |  | | 4.3 | Registered classified plant requiring statutory inspection is only inspected by competent persons and Inspectors of Mines. |  |  | | 4.4 | All registered classified plant requiring statutory inspection has been inspected in accordance with the relevant regulations. |  |  | | 4.5 | The Registered Manager has appointed, in writing, a competent person(s) to carry out non- statutory inspections of the plant used at the mine. |  |  | | 4.6 | Plant is inspected in accordance with relevant Australian Standards using suitable inspection checklists and report forms. |  |  | |
| 5 Incidents |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 5.1 | Any incident suspected of causing distortion, breakage, failure or damage of any registered classified plant used at the mine is immediately reported to the State Mining Engineer. |  |  | | 5.2 | Registered classified plant that has sustained, or is suspected of having sustained, distortion, breakage, failure or damage is not used again until it has been found to conform to the design initially accepted by the State Mining Engineer. |  |  | |
| 6 Repair & Modifications |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 6.1 | Registered classified plant that has been repaired or modified is not used until it is verified that it conforms to the applicable Australian Standards, unless prior approval is obtained from the State Mining Engineer. |  |  | |
| 7 Operator Qualifications |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 7.1 | Only persons who hold the requisite qualifications are permitted to operate specific items of classified plant. |  |  | | 7.2 | Records are kept of the qualifications of those persons permitted to operate specific items of classified plant. |  |  | | 7.3 | Records are kept of those persons authorised to operate classified plant which is undergoing maintenance. |  |  | |