

QUARRY SYSTEMS HIF AUDIT - 17/06/2003 02:47:30 PM

1. MANAGEMENT SYSTEMS

Point	Standard	Standard Met	Comments
1.1	There is a written policy statement which sets out the Safety and Health Policy of the organisation.		
1.2	An up to date organisation chart is available.		
1.3	Senior managers accept their responsibilities, with regard to Safety and Health.		
1.4	Site management staff encourage employees to systematically improve work processes to enhance Safety and Health.		
1.5	Employees exhibit an understanding of the organisation's Safety and Health objectives.		
1.6	There is a formal program to monitor occupational health hazards that have been identified.		
1.7	Contractors employed in the enterprise are required to comply with the principal employer' s Safety and Health Policy.		
1.8	Personal protective equipment is available to all employees at no cost.		
1.9	There is a system for the repair of reported equipment and plant faults.		
1.10	Formal procedures are in place to investigate accidents, occurrences and property damage.		
1.11	There is an induction and training process at the enterprise.		
1.12	Safety and Health meetings are held.		
1.13	Communications are available between the mine and outside emergency services.		
1.14	Management carries out its statutory responsibilities in respect of the recording and reporting of occurrences and potentially serious occurrences.		
1.15	Management carried out its statutory responsibilities in respect of the registration, inspection and maintenance of Classified Plant.		
1.16	Management carried out its statutory responsibilities in respect of the licensing of its electrical installation.		
1.17	Management carries out its statutory responsibilities in respect of the recording of lost time injuries to workers.		
1.18	Management has caused a noise report to be compiled.		
1.19	Management maintains a database recording each employee' s training history.		

2. EXPLOSIVES STORAGE

Point	Standard	Standard Met	Comments
2.1	Magazine of greater than 250kg capacity is licensed by Chief Inspector of Explosives		
2.2	The magazine is located at least 50 metres away from any entrance to any underground mine.		
2.3	Explosives magazine is in excess of 10 m from any detonator magazine.		
2.4	Magazine is kept locked except when stock movement is occurring.		
2.5	Incompatible explosive products are not stored together.		
2.6	Incompatible explosive products are not stored together.No additional unauthorised materials are stored in the magazine		
2.7	No explosives are stored loose in the magazine.		
2.8	A responsible person has been appointed to control the magazine.		
2.9	Prominent "EXPLOSIVES" sign displayed on magazine.		

3. BLASTING PRACTICES

Point	Standard	Standard Met	Comments
3.1	Blasts are planned and designed to ensure good blast results ie good fragmentation, displacement of muck pile and looseness.		
3.2	Drilling patterns are laid out accurately.		
3.3	Occurrences such as any accident or damage to property by fly rock (or close call) are recorded.		
3.4	Where noise, airblast and/or ground vibration are a problem, complaints are recorded.		
3.5	Drilling is not carried out on a bench face until it has been checked for misfires		
3.6	All means of entry to the place of blasting are securely guarded against entry by persons, or warning notices are erected to prevent entry.		
3.7	Any charge in a designated blast which has not been fired or has not exploded is treated as misfire		
3.8	A sufficient depth of each blasthole is left uncharged to permit adequate stemming		
3.9	The depth and condition of blastholes are checked prior to charging		

4. ISOLATION & TAGGING

Point	Standard	Standard Met	Comments
4.1	OUT OF SERVICE tags are used to warn against the use of plant which is unsafe to be used or which may be damaged if it is used.		

4.2	DANGER tags are used to prohibit the use of plant on which an employee is undertaking work.		
4.3	Each employee removes his own DANGER tag after completing the work and prior to leaving the worksite at the end of the shift.		
4.4	OUT OF SERVICE tags are attached prior to removing DANGER tags when work on plant is not completed.		
4.5	The effectiveness of devices used to isolate plant is proved prior to attaching DANGER or OUT OF SERVICE tags.		

5. TIPPING ON STOCKPILES

Point	Standard	Standard Met	Comments
5.1	The design is such that potential instability of the dump is minimised.		
5.2	Day and night where applicable effective route marking is provided for approach to tipping areas.		
5.3	There is a rising, or at least flat, grade towards the dump edge.		
5.4	There is control of dust generation.		

6. EMERGENCY PLAN

Point	Standard	Standard Met	Comments
6.1	The operation has prepared an emergency plan.		
6.2	The emergency plan is known by the quarry personnel.		
6.3	The emergency plan identifies the types of incidents which may affect the enterprise.		
6.4	On-site first aid services and facilities are available at the enterprise.		
6.5	On-site fire fighting resources, include trained personnel.		
6.6	The emergency plan includes a means of visitor control.		

7. OCCUPATIONAL HEALTH

Point	Standard	Standard Met	Comments
7.1	Occupational health hazards have been identified.		
7.2	Control measures are in place to reduce occupational health hazards identified.		
7.3	Control measures in place to reduce the occupational health hazards are effective.		
7.4	Employees have been educated in the occupational health hazards identified.		
7.5	The exposure of employees to the occupational health hazards identified has been evaluated.		

7.6	Where necessary employees wear appropriate personal protective equipment to reduce exposure to occupational health hazards identified.		
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8. MOBILE PLANT

Point	Standard	Standard Met	Comments
8.1	There is a system of maintenance for mobile plant.		
8.2	A competent person is appointed to supervise maintenance.		
8.3	Records are kept for maintenance of mobile plant.		
8.4	There is a procedure to report operational faults on mobile plant.		
8.5	The faults are rectified in an acceptable time frame.		
8.6	There is a document to show that pre-start checks are carried out for mobile plant.		
8.7	Mobile plant operators are trained and assessed for competency.		
8.8	ROPS, where necessary, is provided.		
8.9	Mobile plant inspected in operation, appeared to be in satisfactory condition.		
8.10	Radio communication from mobile plant is provided.		
8.11	There is a system to make checks and approve short term contractor's mobile plant.		
8.12	The haul roads are maintained in satisfactory condition.		

9. WORKSHOP

Point	Standard	Standard Met	Comments
9.1	A workshop facility is provided for the maintenance of fixed and mobile plant.		
9.2	The facility is appropriate for the types of tasks undertaken.		
9.3	The workshop facility is maintained in a tidy condition.		
9.4	Signs are provided to warn of possible eye, hearing and other hazards.		
9.5	Fire control equipment is available at the workshop.		
9.6	Machinery is maintained on a regular basis.		
9.7	Electrical tools and equipment at the workshop is periodically checked and tagged.		
9.8	Electrical welding machines are maintained in safe condition.		
9.9	High pressure gas cylinders are restrained.		
9.10	High pressure gas hoses and gauges are free from damage.		
9.11	Proper material handling equipment is provided for the tasks undertaken.		
9.12	Adequate lighting is available for work to be carried out at the workshop.		

10. FIXED PLANT

Point	Standard	Standard Met	Comments
10.1	Fixed plant drives and moving parts are suitably guarded.		
10.2	Fixed plant has walkways and platforms.		
10.3	The walkways and platforms provide access to major items for both operation and maintenance.		
10.4	Guard railing is provided for walkways and platforms.		
10.5	Items of fixed plant have a primary isolator.		
10.6	The items of fixed plant have a local isolator.		
10.7	The isolation switches are labelled.		
10.8	The isolation switches have provision for securing isolation tags.		
10.9	The hazards associated with the manual cleaning of fixed plant have been identified.		
10.10	Procedures for the manual cleaning of fixed plant ensure that where a hazard exists the plant directly involved is stopped.		