

BI-01D.02 Protocols for site induction and site and operating areas access

Expectations

Induction processes are in place and applied at operating sites.

Specify

Induction training and underlying procedures/rules covers:

- Site access including access to nominated areas, such as working face areas, stockpiles/reclaim areas, workshops and other high traffic/consequence locations
- Escorting requirements including vehicle communication protocols, permission to travel and general warning requirements
- Incident reporting and emergency response
- Person Protective Clothing and Equipment (PPE) requirements
- Strict requirements to never modify safety equipment
- Handheld mobile phones and other personal electronic devices (PEDs) are never used when operating mobile equipment (and guidance on the presence of detection devices on these items)
- Handheld mobile phones are never used when working around mobile equipment

Implement

All personnel at operating sites undertake inductions and these are recorded. Inductions clearly communicate minimum site standards.

Monitor

Regular inspections and personal hazard awareness records are made - with non-conformance corrected or escalated as appropriate.

