

# **BI-05S.05 Appropriate system for scheduled inspections include structured checklists and defect reporting**

## **Expectations**

Structured inspections, conducted by supervisors and others, are effective and efficient for:

- Confirming worker actions are in line with site requirements (procedures, etc.) and mentoring non-conformances in line with performance management protocols
- Equipment checks and servicing (with escalation of any identified defects)
- Area and facilities inspections (including signage, delineation, windrows/bunds, strata/slope conditions, etc.)
- Emergency equipment status

## **Specify**

Inspections are scheduled and based on detailed standards e.g. OEM servicing requirements for equipment and engineering/statutory guidance on required frequency of inspection of roadways and surrounding excavations.

The inspection process details the competence required for personnel undertaking and reporting on findings.

Defects/non-conformances are categorised to improve decisions on whether Operators/workers/equipment are safe to continue operating with and other hazards are addressed using the site's performance, hazard and incident reporting protocols.

## **Implement**

Scheduled inspections are carried out to plan.

Non-conformances are reacted to in line with performance, defect and TARP protocols.

## **Monitor**

Senior site personnel confirm that inspections are occurring to required quality and frequency.

Defects, non-conformance and performance management processes are tracked to confirm improvements are being achieved.