



Emergency Response Plan

for

Pelican Waters

Rev	Date	Revision Description	Prepared	Reviewed	Approved
1	28/11/2014	Initial release	Emily Simon	Fiona O'Dea	John Martinkovic
2	03/02/2016	Review and reformat	Jeremy Clay	Jeremy Clay	John Martinkovic
3	21/07/2020	Reviewed and updated	Kim Halliwell	Toby Clarke	Michelle Rooney
4	25/05/2022	Made site specific	Clinton Guest	Clinton Guest	Matt Hyams

Table of Contents

1	Objectives and scope.....	3
1.1	Introduction.....	3
1.2	Scope	3
1.3	Contacts.....	3
1.4	Activation and deactivation	3
2	Organisational structure	4
3	Roles and responsibilities.....	5
3.1	General Responsibilities.....	5
3.2	Interaction with Emergency Services.....	5
3.3	Emergency Controller.....	5
3.4	Site Foreman	5
3.5	Group emergency Response Team Leader	5
4	Emergency response approaches and procedures	6
4.1	First response	6
4.2	Emergency Response Controller	6
4.3	Site Foreman	7
4.4	Group Emergency Response Team Leader	7
4.5	Actions in a Crisis Situation	8
4.6	General Emergency actions.....	9
5	Specific contingency plans	10
5.1	Spills.....	10
5.1.1	Introduction.....	10
5.2	Assessment of Spill Type and Spill Risk	10
5.2.1	General response	10
6	Emergency Preparedness.....	15
6.1	Community engagement/media	15
6.2	Emergency assistance arrangements.....	15
7	Appendix 1: Emergency Contact Details	16
8	Appendix 2: Drill Report	17
9	Appendix 3: Emergency Preparedness Checklist	18

1 Objectives and scope

1.1 Introduction

This emergency response plan has been created by McNab to ensure emergency preparedness on Pelican Waters. While every emergency may be different, creating a system of response may assist with direction and reducing the impact caused by the emergency.

1.2 Scope

This plan includes details of the key process of notification, escalation and mobilisation, the source and organisation of resources and the actions which should be considered in an emergency situation.

The information contained in this plan should be reviewed and updated on at least the following basis:

- | | |
|---|---|
| • Telephone and personnel details | 6 monthly or when key members change |
| • Documented procedures | 6 monthly or when required |
| • Emergency evacuation drills | Initial drill within the first 4 weeks of site establishment and three monthly thereafter |
| • After actual emergencies, major exercises or company reorganisation | As required |

1.3 Contacts

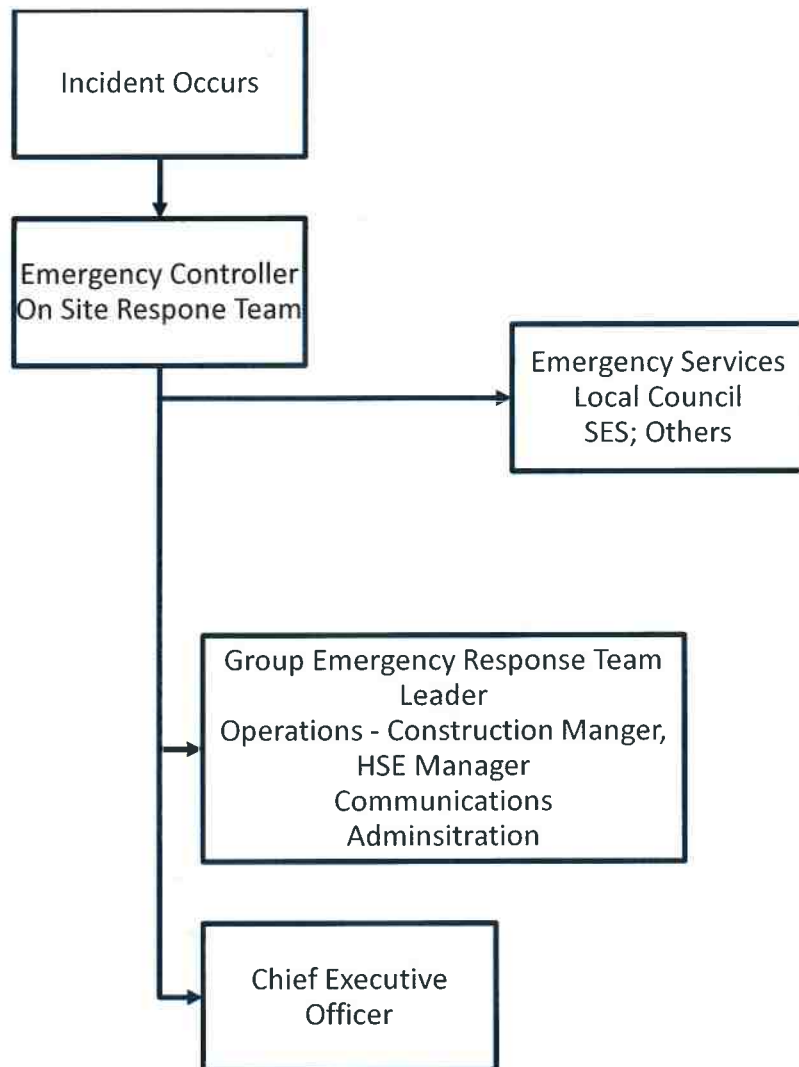
Refer to the Appendix 1 Emergency Contact Details. These details will be posted around site, informed to all works at the Induction and also displayed on the Emergency Diagram. Visitors are at all times to be supervised by fully inducted personnel and the inducted personnel to assist during any emergency event.

1.4 Activation and deactivation

In any emergency, the following priorities should be used:

1. The Emergency Controller takes control, or if offsite, then the Site Foreman will take control.
2. Personnel safety must take precedence. Never work alone or without appropriate backup.
3. Property Protection in an emergency situation is only a concern once the safety of all personnel has been established.
4. Notify Management and relevant authorities as soon as possible.
5. Do not enter a work area unless it is safe to do so and ensure that the Emergency Controller is aware of all movements around the site.
6. Consider the risks before acting.

2 Organisational structure



3 Roles and responsibilities

3.1 General Responsibilities

All inducted personnel will:

- Immediately report an actual or potential emergency situation
- Follow the direction so the Emergency Controller
- Be aware of the muster point and evacuation procedure.

It is the policy of McNab to ensure that the safety of personnel is paramount and takes precedence over preservation of physical assets. No one may move into a hazardous or uncontrolled situation.

3.2 Interaction with Emergency Services

The Police, Fire Authorities and other emergency service agencies will be consulted to ensure that their roles for all levels of emergencies are correctly incorporated into the Emergency Response Plan. This contact should be made at least annually.

3.3 Emergency Controller

The Emergency Controller has the command of the site and is to manage the impacts at the actual physical location of an emergency with the available resources. The Emergency Controller may be an employee or contractor engaged on behalf of the company or any person whom the Site Foreman nominates to act in the role (For example a Subcontractor Employee). In general the Emergency Controller is the HSE Advisor or Leading Hand.

3.4 Site Foreman

Is the person to whom the Emergency Controller reports and will manage in a broad brush sense the initial total assessment of an emergency and will report that assessment to the HSE Manager.

3.5 Group Emergency Response Team Leader

The Group Emergency Response Team Leader is the relevant person who can escalate an emergency and commit and coordinate the Company's whole resources to response and recovery. The Group Emergency Response Team Leader will bring together and coordinator the necessary people and their resources to cover all aspects of response and recovery.

4 Emergency response approaches and procedures

4.1 First response

- On discovering the emergency “raise the alarm”, immediately report the issue to the Emergency Controller, including the location, need for assistance and intentions, given an indication of next contact.
- Check area and ensure no one is injured. Do so safely only moving any injured person when they are in further danger or could be in danger. Note the impacts of the emergency.
- Notify the Emergency Controller of support that is potentially required, such as emergency services. Do so in a calm manner, information provided at this point will help in getting what’s needed to assist immediately.
- Give first aid in accordance with level of ability and training
- If safe and appropriate to do so, isolate plant and equipment involved in the incident.
- Dispatch names of all personnel including those injured or unaccounted for to the Emergency Controller.
- Brief the Emergency Controller on arrival and assist as directed.

4.2 Emergency Response Controller

- Manage the emergency site until the arrival of Emergency Services
- Brief Emergency Services Controller on Emergency.
- Ensure the response is managed with the following priorities:
 - Protect Life
 - Minimise Trauma
 - Protect the environment
 - Protect product, processes, plant and property.
- Provide regular updates to the Site Foreman.
- Maintain a log of the emergency.
- Proceed to the scene (if appropriate) organise the Emergency Services to attend as appropriate.
- Evaluate the extent of the Emergency
- Activate alarm
- Evacuate personnel and casualties (if required)
- Account for all personnel (including contractors and visitors)
- Arrange for First Aid / Medical Assistance (if required)
- Provide a situation report to the Site Foreman giving details of:
 - Emergency Details
 - Human Threat and Damage
 - Environmental threat and damage
 - Equipment threat and damage
 - Supply threat
- Determine plan of action to contain situation. Liaise with emergency services and site foreman and /or Group Emergency Response Team Leaders as appropriate.
- Shut down Plant and/or Equipment as necessary and if safe to do so.

- Continue to review and update plan of action
- Provide updated information and to ensure the flow of information is maintained to the Site Foreman
- Ensure response personnel are briefed , supervised and understand operations and particularly restriction son normal operations
- Liaise with external agencies on the site
- Control access to the site
- Maintain an emergency log of the events / actions / communications.

4.3 Site Foreman

- Assess scale and impact of the emergency and provide initial assessment report to the Group Emergency Response Team Leader
- Ensure the response is manage with the following priorities
 - Protect life
 - Minimise trauma
 - Protect the environment
 - Protect product, processes, plant and property.
- Ensure clear command and communication have been established with the emergency site
- Provide technical advice to the Group Emergency Response Team Leader
- Liaise with Marketing Manager who is to notify customers.
- Maintain a log of the emergency.
- Advise Group Emergency Response Team Leader of the emergency.
- Establish whether there is a loss of life or injury or a potential threat to anyone.
- If potential hazard or safety problems are identified as outside the Company's capability, contact external agencies.
- Consider total system impact of emergency, and where required, notify the Group Emergency Response Team Leader of the impacts.
- Site Support:
 - Consult with Emergency Controller and, if required, co-ordinate resources from other sites;
 - Advise the Emergency Controller when the support is due to arrive at the site;
 - If required, arrange for external authorities attendance to assist;
 - Ensure information that the community and relevant public authorities require on safety measures and appropriate responses is provided without them requesting it;
 - Attend the site as required and notify the Emergency Controller and Group Emergency Response Team Leader.

4.4 Group Emergency Response Team Leader

- Assess the scale and impact of the emergency.
- Escalate the emergency to the appropriate action level.
- Ensures the response is managed with the following priorities:
 - Protect Life;
 - Minimise Trauma;

- Protect the environment;
 - Protect product, processes, plant and property;
- Commit and Coordinate the Company's whole resource to response and recovery if required.
- Bring together and coordinate the necessary people and their resources to cover all aspects of response and recovery.
- Notify Statutory Authorities.
- Maintain a log of the emergency
- Mobilise Group Emergency Response Team if required.
- Provide support to the site in the form of advice, resources, etc.
- Notify McNab Project Manager.
- Refer all major external communications with authorities, media, "relatives", customers, pressure groups to McNab Marketing Manager.
- Advise corporate functional inputs that are required as legal, insurance, safety and environment.
- Maintain a log of the emergency.
- Ensure completed and detailed debriefings are held

In consultation with the Project Manager the Site Foreman decides on escalation to "crisis" status.

4.5 Actions in a Crisis Situation

If the emergency situation is escalated to a Crisis Situation, the Emergency Team Leader is authorised to:

- Contact the CEO directly for advice
- Engage services and equipment to avert more catastrophic consequences.
- Authorise workers to work additional hours outside of the fatigue management procedure, provided workers assist voluntarily and the work is risk assessed.
- Other items considered necessary for the protection of human life, minimise trauma, protect the environment.

4.6 General Emergency actions

Impacts on	General Consideration Include
People Workers Others	Death - Coroners' requirements, movement of body - Notifications: - Next of kin - Project Superintendent - Work Safe - Effect on staff morale - Collection of personal effects - Trauma counselling Injury - Next of kin advice and details, how by whom - Evacuation location – provision of assistance - Counselling of other staff, collection of personal items - Injury management - Investigation - Notification of Work Safe - Staff Morale - Trauma counselling - Provide regular information to non-involved persons - Follow-up arrangements
	Operations All works cease immediately until notification by HSE Manager is provided to return to work
Notification	McNab - Coordinate through Site Foreman and Group Emergency Response Team Leaders Subcontractors - Coordinate Subcontractor's notifications through their manager Client / neighbours - Advise client of incidents - Advise surrounding properties
Environment	Impacts - Onsite - Offsite - Contained or spreading Resources - Sufficient available - Allow for additional resources from McNab or others Legal obligations Arrange HSE Manager to notify regulator as required.
Public	Access to media - Restrict because of safety issues Media - All media enquiries to go through Marketing Manager - Advise Staff not to talk to media

5 Specific contingency plans

5.1 Spills

5.1.1 Introduction

It is McNab policy to manage all releases, including accidental releases to air, water and land in a way that protects human health and the environment. Any accidental release, spill or leak will be promptly addressed and reported to the appropriate person, group, agency and necessary action taken to prevent a recurrence.

The objectives of this Spill Contingency Plan are to:

- Minimise impacts to the environment by implementing this plan;
- Define each person's responsibilities;
- Define internal and external reporting procedures;
- Describe the recommended field response techniques;
- Establish the appropriate clean-up and waste disposal techniques;

5.2 Assessment of Spill Type and Spill Risk

Spill types include hydrocarbons (oil, fuel etc.) and produced water. The wide spectrum of oil types would give a wide range of behaviour in the event of an oil spill and hence the proposed clean-up responses will vary accordingly.

A general distinction can be made between persistent and non-persistent oils. The former includes lubricating oils, hydraulic fluid, engine oils and drilling fluids. These will dissipate slowly and will usually require a clean-up response. The non-persistent oils include diesel fuel which will tend to disappear more rapidly.

5.2.1 General response

- Limited the amount of product stored on site. Generally limited to supply of 20L approved containers for fuel or other products
- Where possible perform maintenance of plant and vehicles in a controlled environment
- All hazardous chemicals must be stored within a bund
- Place controls in place if contamination may be likely – for example place bund and controls within a refuelling station to capture spilt hydrocarbon and allow ease of dumping
- Use of contaminated devices and sorbent materials.



Type	Objective	Materials	Procedure	Points to remember
Plant failure/ Spill on Ground	To prevent the spread of the spill on surface, prevent the spill into watercourses and to recover as much as possible	Sorbents Spades and rakes Temporary storage drums of bags	Concentrate on the spill, so that it can be cleaned up more effectively. Clean-up spill using sorbent materials. Temporarily dispose of spilled materials in drums or bags for final disposal in an approved manner. Retrieve as much of the spill as possible using sorbent material. If necessary, excavate manually any obvious contaminated subsoil. Break up any remaining contaminated patches with a rake, to aerate the soil and aid natural degradation. Remove areas of contaminated subsoil, reducing any spill migration to the groundwater. Temporarily dispose of contaminated material in drums or bags, for final disposal in an approved manner (Waste Management Plan).	Always pay attention to fire and health hazards. Activate containment operations immediately to prevent the spill from reaching a surface watercourse or the ground water. Do not allow vehicles to run over spill saturated areas. Do not flush the spill down clean drains or other inlets. Do not use mechanical excavators on areas with free oil on the surface. Containment and recovery is easier on land than in water. Rectify plant when safe to do so and ensure all inspections and maintenance is completed before further use.
Fire	Preservation of human life, protection of the environment and prevention of damage to property / equipment	Firefighting equipment	Stay upwind, use the closest fire extinguisher designed for the job, if it is safe to do so. Notify the Foreman and nearby - yell "FIRE!" Ensure fire is completely extinguished Evacuate all personnel and public from the site. Pay particular attention to the wind direction. Isolate equipment and plant where safe to do so. Foreman to notify Project Manager. Secure the scene and notify appropriate authorities	Ensure personal safety at all times Ensure that the fire extinguisher is compatible e.g. do not use water on electrical fire – potential for electric shock. Keep back to exit at all times If not safe evacuate



Type	Objective	Materials	Procedure	Points to remember
Buildings	Preservation of human life, protection of the environment and prevention of damage to property / equipment	Firefighting equipment	Ascertain if all occupants have cleared the building. Isolate Electricity. Personnel to ensure that they are between and exit and the fire. Be aware that some material in the building may emit toxic fumes when burnt. Select a suitable fire extinguisher (Dry Chemical) and attack the fire. Do not put yourself at risk. If attack with extinguisher fails, evacuate the building. Attack fire from outside using hydrant hose or reel hose if available. Activate the emergency alarm.	Most likely involve ordinary combustibles. However, potential for stored chemicals further risk they are flammable or react to heat with potentially harmful fire, explosion or fumes
Bomb Threat and Sabotage	Preservation of human life, protection of the environment, damage to property / equipment and minimal disruption to program.	Not applicable	Evacuate the area; notify supervisor of the following: The type of emergency; Location of the emergency; All persons on site. If notified via phone calls take as much information from the caller and immediately notify McNab Management. The Emergency Services Coordinator is to notify Emergency Services.	Under no circumstances attempt to apprehend the saboteur(s) or disarm any explosive device
Medical Emergencies	Preservation of human life	First Aid and Emergency Equipment	Prevent further injury to the victim. This may involve partial or total shutdown of any equipment or plant. Instigate first aid. Obtain professional Medical Help/Advice as quickly as possible. Follow injury management protocols.	Avoid exposure to injuries by others and yourself. You cannot provide assistance to anyone if you are injured as well.



Type	Objective	Materials	Procedure	Points to remember
Unauthorised Entry	Preservation of human life and minimal disruption to program.	Site security including enclosed fencing and signage directing visitors to the site office.	Notified Site foreman Ask the person to leave the site politely and explain the safety risks. Contact police if concerned about aggressive or threatening behaviour. This includes unauthorised access from Union delegates	All persons entering the site must be authorised and have completed a site induction, at minimum a visitor induction (including Union Delegates). In 2015 multiple cases of unauthorised access for suicides from fall from heights.
Snake bite	Preservation of human life	First aid equipment	Calm the person and keep them still. Don't wash or suck the bite or use a tourniquet. Put a pressure bandage over the bite area and call an ambulance. Put pressure over the bite using your hands. If the person is bitten on a limb, wrap a crepe bandage over the area. If you don't have a bandage, tear some cloth into strips 10-15 cm wide. Bandage upwards from toes or fingers to cover as much of the arm or leg as possible. It should be firm but not too tight, and can be wrapped over clothing. Keep a limb still by using a splint (a piece of wood, umbrella, or rolled up newspaper) if available. Keep the person still. Leave the bandage and splint on until the person reaches the hospital. If the person becomes unconscious place in recovery position and monitor breathing and pulse, render CPR as required. Advise site Foreman.	What to look for: Fang marks; Headache and blurred vision; Difficulty in speaking, swallowing or breathing; Nausea and vomiting; Stomach pain; Swollen glands in the armpits or groin; Weakness; Collapse. Proactive actions should be implemented. Ensure good housekeeping, remove food scraps so as not to encourage vermin (snake food source); cut grass regularly etc. Engage a snake handler if the snake remains on site.



Type	Objective	Materials	Procedure	Points to remember
Electric shock hazard (Low Voltage).	Preservation of human life	Non-conductive materials (such as timber etc.)	Isolate the electrical equipment where safe to do so Stand on something dry, (blanket, rubber mat, newspaper), and break the contact by pushing the person free using a wooden pole or pulling by a rope around arm or leg. Do not touch the worker.	For High Voltage: the emergency procedure must be documented within the Safe Work Method Statement Injuries may include burns as well as internal organs and may be fatal. McNab policy is to arrange a medical review of any worker who receives an electric shock. If workers refuse, document on the refusal statement within the Incident Form.
Lightning Strike	Preservation of human life, protection of the environment, damage to property / equipment and minimal disruption to program.	Site sheds and covered areas away from steel structures.	Advise the Project Manager. No person is allowed to be near steel structures. All persons are to remain indoors until the threat of lightning is gone. After the storm has passed make an immediate inspection of the site looking for any signs storm damage. Check computer systems to ensure that they are still functioning correctly. Any significant damages are to be reported.	Weather likely to cause a lightning strike will be obvious. In the event of such weather the Foreman will take the appropriate action to minimise any damage from lightning strike

6 Emergency Preparedness

The following actions will be taken as a preventative measure:

1. Prior to mobilisation –
 - a. Risk assessment of the site including the appropriate resources required in an emergency situation
 - b. Create an Emergency Evacuation Diagram
 - c. Document the Wardens and other Emergency Preparedness Team
 - d. Create the Site based Emergency Preparedness Procedures
2. With one month of mobilisation
 - a. review the Evacuation Diagram 06.43a
 - b. perform a Drill
3. Every 3 months
 - a. review the Evacuation Diagram 06.43a
 - b. perform a Drill
4. Daily
 - a. During Pre-start discuss the works of the day and any specific changes to Emergency Preparedness, especially if the construction work being undertaking may modify current arrangements.
5. As required and after any identified emergency preparedness event
 - a. Review the Emergency Procedures and adjust when necessary
 - b. Consider changes such as moving up a floor, changing the emergency exit / muster points and/or modifying arrangement of key facilities (such as First Aid or Fire Fighting Equipment for example).

6.1 Community engagement/media

McNab will perform a risk assessment on their works and the works associated with client and neighbouring business activities. Specific arrangements will be documented within this document or on the Project Risk Register.

No worker is permitted to engage the Media or answer questions without prior authorisation. In the first instance explain to the media and provide the direct phone numbers of McNab spokespersons.

McNab media spokespersons are:

- Michael McNab – Managing Director - 0418 716 071
- Steve Kelk – Marketing and Sales Manager - 0448 986 144

6.2 Emergency assistance arrangements

Workers involved in difficult situations and emergencies may benefit from a professional debrief. The contact information for McNab Employee Assistance Program is documented within the Emergency Contacts and should be outlined to all those involved in the emergency.



7 Appendix 1: Emergency Contact Details

ALL EMERGENCIES:000		
Emergency Services or contact		Telephone
Site Address	Information to give	
Lot 90- Spitfire Banks Drive	Request emergency service/s response. Provide: Your Name: Your Contact details Site Address (include specific message to site) Details of incident Details of injury Number of persons injured Other relevant details	
Ambulance		
Qld Fire and Rescue Service (QFRS)		
Police		
Chemical Hazards & Emergency Management Unit		
Poisons information centre	Details of incident Type of poison and quantity of poison and method of issue	
Local Gas Authority		
Local Electricity Authority		
Local Medical Centre –	Pelican Waters family doctors	
Local Medical Centre Saturday	34 Landsborough Parade, Golden Beach.	
Local Hospital –	6 Doherty St, Birtinya QLD 4575	
State Emergency Services (SES)	Details of incident or emergency assistance required	
Workplace Health and Safety & Incident Reporting	Location, type and nature of incident Ask for any special requirements from the Division and request whether you are permitted to disturb the scene prior to work.	
Incident Reporting		
McNab First Aid Officer Adrian Wyatt	Details of incidents Procedures taken to make incident scene safe	
McNab Site Supervisor Adrian Wyatt		
McNab Project Manager Matt Hyams		
McNab HSE Coordinator Simon Powell		
McNab HSE Manager Nick Economidis		



MATES IN CONSTRUCTION
Helpline: 1300 642 111
Head office: 07 3833 1140
web: www.matesinconstruction.org.au

EMERGENCY ALARM SOUND

[Site specific – please populate]

Upon hearing the Alarm you are to stop work, alert others and make your way to the Emergency Assembly point via the safety most direct route where you are to remain until instructed others.
Assembly point – Adjacent to site entry gate.

8 Appendix 2: Drill Report

Emergency Drill Report

Division / Site / Project: Pelican Waters		Date of Drill:	Type of Drill (e.g. evacuation, spill response):	Name of Controller:
Method used for initiating evacuation:		☐ Manual activation of alarm at fire indicator panel ☐ Other (specify)		
Time of initial alarm:am /pm		Time last person checked in at evacuation point:am /pm		Total time of drill: minutes
Could the alarm be heard in all locations?		☐ Yes ☐ No (specify)		
Were difficulties encountered when conducting emergency drill?		☐ Yes (specify) ☐ No		
Were all occupants accounted for?		☐ Yes ☐ No (specify who, why)		
Were all workers aware of the correct procedures?		☐ Yes ☐ No (specify who, why)		
List the corrective actions to be adopted as a result of this emergency drill:				
Action:		Person Responsible:		By When:
Other comments:				
After each drill, send copies of the report to: ☐ Project Manager ☐ safety@mcnab.net.au ☐ quality@mcnab.net.au				
Signature: Date: / /				

Emergency Preparedness Checklist

9 Appendix 3: Emergency Preparedness Checklist

Project #	Project	Pelican Waters	Date	Ref No (office use)
Foreman	Adrian Wyatt	PM	Inspector	

#	Work activity	Emergency considerations	Ok	Comments
1.	Electrical – installation of site temporary power.	First Aid Kit – site shed Nominated First Aiders– 1:25 Low voltage rescue kit - Available to electrical contractor Low voltage rescue procedures	☒	
2.	Site access – traffic and parking	Clear passage for emergency vehicles maintained	☒	Ambulance Parking Bay Signage
3.	Amenities – site office; lunch rooms; toilet blocks; water fountains; first aid facilities	First aid kit – site shed, adequate for site First aid risk assessment performed by First Aider / First Aid supplier. Nominated First Aiders – 1:25 First Aid Room Spill kit Cleaning chemicals	☒	First Aid treatment area available, less than 100 workers no occupational first aid required
4.	Bites and stings	First aid kit – site shed Nominated first aiders – 1:25 Consideration for allergic reactions	☒	

#	Work activity	Emergency considerations	Ok	Comments
5.	Earthmoving and excavations – trenches and footings	Emergency procedures based on the task at hand.	☒	Visual barriers for excavations under 1.5M deep.
6.	Building	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
7.	Change circumstances of the work site	Mates in Construction General Awareness	☒	Clinton Guest trained MIC Connector from 2014
8.	Compaction equipment	Emergency procedures based on the task at hand.	☒	
9.	Installation of slab reinforcing	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
10.	Concrete pouring, pumping, finishing & placement & crossover	Eye wash Additional as per Risk Assessment	☒	

Emergency Preparedness Checklist

#	Work activity	Emergency considerations	Ok	Comments
11	Concrete installation and dismantling of formwork, general concrete works, pads and foundations.	Eye wash Additional as per Risk Assessment	☒	
12	Confined space	Individual risk assessment to be performed for the emergency equipment and procedures.	☒	
13	Lifting operations – Mobile crane operations	Individual risk assessment to be performed for the emergency equipment and procedures.	☒	
14	Electrical – use of power tools, extension leads and equipment	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
15	Equipment plant maintenance	First Aid Kit – site shed Nominated first aiders – 1:25 Spill kit – site shed	☒	
16	Fatigue management	First Aid Kit – site shed Nominated first aiders – 1:25 Mates in Construction General Awareness	☒	
17	Fencing	First Aid Kit – site shed Nominated first aiders – 1:25	☒	

#	Work activity	Emergency considerations	Ok	Comments
18	Fire alarm systems	Emergency equipment to be assessed for the location and the type by a Fire Safety Advisor, refer to the Site Safety Inspection Emergency Response (No. 14).	☒	Air Horns and mega phone to be used for emergency response alarm system
19	General use of hand tools and equipment	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
20	Generators	First Aid Kit – site shed Nominated first aiders – 1:25 Spill kit – site shed	☒	
21	Handling of hazardous substances	First Aid Kit – site shed Nominated first aiders – 1:25 Spill kit – site shed Eye wash stations – site shed Other controls as per individual risk assessment	☒	
22	Heat stress	First Aid Kit – site shed Nominated first aiders – 1:25	☒	

Emergency Preparedness Checklist

#	Work activity	Emergency considerations	Ok	Comments
23	Hot works	Controls as per Hot Works Permit system. At minimum a firefighting equipment to be located within 20 meters of the hot works area.	☒	
24	Housekeeping	First Aid Kit – site shed Nominated first aiders – 1:25 Spill kit – site shed Eye wash stations – site shed Other controls as per individual risk assessment	☒	
25	Severe weather or storms	Put in place a procedure for the preparedness and implement the controls as per the procedure.	☒	Emergency preparedness checklists to be completed as required

#	Work activity	Emergency considerations	Ok	Comments
26	Grouting cement	First Aid Kit – site shed Nominated first aiders – 1:25 Eye wash stations – site shed Other controls as per individual risk assessment	☒	
27	Manual handling	First Aid Kit – site shed Nominated first aiders – 1:25 Other controls as per individual risk assessment	☒	Promotion of mechanical aids to be used far as reasonably practical
28	Mental health	Mates in construction general awareness	☒	
29	Mobile plant roll over	First Aid Kit – site shed Nominated first aiders – 1:25 Spill kit – site shed Eye wash stations – site shed Other controls as per individual risk assessment	☒	Ground conditions to be monitored and reviewed in consultation with geotechnical engineer
30	Noise	First Aid Kit – site shed Nominated first aiders – 1:25	☒	

Emergency Preparedness Checklist

#	Work activity	Emergency considerations	Ok	Comments
31	Working outside	First Aid Kit – site shed Nominated first aiders – 1:25 Awareness of heat stress and sunscreen posters and water bubblers.	☒	Sunscreen provided to all site lunch rooms, safety stations and offices for workers
32	Painting	First Aid Kit – site shed Nominated first aiders – 1:25 Spill kit – site shed Eye wash stations – site shed Other controls as per individual risk assessment	☒	
33	Public protection	First Aid Kit – site shed Nominated first aiders – 1:25	☒	TGS developed for temporary footpath closures where public could be impacted by falling objects.
34	Scaffolding	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
35	Site emergency	Emergency equipment to be assessed for the location and the type by a Fire Safety Advisor, refer to the Site Safety Inspection Emergency Response (No. 14).	☒	QFES consulted regarding emergency retrieval procedures, stretcher onsite in first aid room, 2 X stretcher stairs and man box onsite.

#	Work activity	Emergency considerations	Ok	Comments
36	Site preparation	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
37	Structural steel	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
38	Tilt-up and pre-cast construction casting lifting on site	First Aid Kit – site shed Nominated first aiders – 1:25 Other controls as per individual risk assessment	☐	N/A
39	Journey / traffic management	First Aid Kit – site shed Nominated first aiders – 1:25	☒	TGS inspection completed following installation.
40	Transport of materials	First Aid Kit – site shed Nominated first aiders – 1:25	☒	
41	Underground services	First Aid Kit – site shed Nominated first aiders – 1:25	☒	DBYD updated 3 monthly
42	Welding operations	First Aid Kit – site shed Nominated first aiders – 1:25 Other controls as per individual risk assessment	☒	

#	Work activity	Emergency considerations	Ok	Comments
48				
49				
50				
51				
52				
53				
54				
55				

PAGE	FORM	06.87
22/23	VERSION	20140508

PAGE	FORM	06.87
23/23	VERSION	20140508

