

### Activity 3 Project 2:

You are now required to create a table detailing the application for a minimum of 5 hazard management tools used within your chosen organisation.

The table must include:

1. A list of Hazard Management tools
2. The areas or work activities for which the hazard management tool is used to identify relevant hazards.
3. The parties responsible for applying the hazard management tool for the relevant work activities.
4. The required resources for the effective application of the hazard management tool.

| Hazard Management tool            | Areas or work activities tool is used to identify hazards.                                                                                                                                                                                                                                                                                                                                                                       | Parties responsible for applying hazard management tool                                                                                                                                                                                                                                                                                                                                                       | Resources for effective application of hazard management tool.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| <b>Start / Re Start Card</b>      | Every work Task on site or in the field completed as an individual or as a team: <ul style="list-style-type: none"> <li>· Site wide worksite inc contractors</li> <li>· Plant / machinery operators</li> <li>· Mechanical</li> <li>· Electrical</li> <li>· pipelayers</li> <li>· Camp Operations</li> <li>· Field operations</li> <li>· Maintenance teams</li> <li>· Security teams</li> </ul>                                   | All completing work task: <ul style="list-style-type: none"> <li>· Workers</li> <li>· Contractors</li> <li>· Supervisors</li> <li>· Safety Team</li> <li>· Managers inc PM, Engineers</li> </ul>                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>· Blank Start / Re Start Cards</li> <li>· Pens</li> <li>· Supervisor mentoring</li> <li>· Supervisor / Safety training</li> <li>· HSR Support</li> <li>· Include in site induction</li> <li>· Supervisor Collection</li> <li>· Consistent application</li> <li>· Quality documentation</li> <li>· Auditing routinely</li> <li>· Daily review by Safety</li> <li>· Task Observations</li> <li>· Behavioural Observations</li> <li>· Site induction</li> </ul> |
| <b>SWI / SOP</b>                  | Every standard operational procedure completed routinely as outlined in SMP: <ul style="list-style-type: none"> <li>· Standard camp cleaning duties</li> <li>· Camp maintenance</li> <li>· Kitchen operation</li> <li>· Loading / Unloading</li> <li>· Refuelling operations</li> <li>· Water truck operations</li> <li>· Cleaning worksite cribs</li> <li>· Generator/pump operations</li> <li>· Forklift operations</li> </ul> | All completing determined (as SMP) routine work tasks: <ul style="list-style-type: none"> <li>· Project Manager</li> <li>· Engineers</li> <li>· Safety Team</li> <li>· Supervisors</li> <li>· Workers</li> <li>· Contractors</li> <li>· Camp management</li> <li>· Camp operations</li> <li>· Camp maintenance</li> <li>· Warehouse logistics</li> <li>· Maintenance team</li> <li>· Security team</li> </ul> | <ul style="list-style-type: none"> <li>· Access to SWI , SOP via safety advisor</li> <li>· Training in process and understanding</li> <li>· Start / Re Start Card</li> <li>· Hazard ID booklet</li> <li>· Task observations</li> <li>· Behavioural observations</li> <li>· Auditing and review</li> <li>· Updating if conditions change</li> <li>· Site induction</li> </ul>                                                                                                                        |
| <b>Task Observation Checklist</b> | <b>Worksite wide including:</b> <ul style="list-style-type: none"> <li>· Camp</li> <li>· Warehousing</li> <li>· Field operations</li> </ul>                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>· Project Manager</li> <li>· Engineers</li> <li>· Safety Team</li> <li>· Supervisors</li> <li>· Camp management</li> <li>· Leading hands</li> </ul>                                                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>· KPI Commitment Schedule</li> <li>· KPI Supervisor pack</li> <li>· KPI Monthly Review</li> <li>· Site Safety Audits</li> <li>· Safety weekly audit on checklists</li> <li>· Start / re Start Cards</li> <li>· Stop Work policy</li> <li>· Access to blank checklists</li> <li>· Supervisor training in</li> </ul>                                                                                                                                           |

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|                                                        |                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                   | process <ul style="list-style-type: none"> <li>· Copy of SWMS / JSA / SOP / SWI</li> <li>· Safety Support and training</li> <li>· Site induction</li> </ul>                                                                                                                                                                                                                                                                                                                      |
| <b>Plant Hazard Identification and Risk Assessment</b> | <ul style="list-style-type: none"> <li>· Arrival of plant to site</li> <li>· Arrival of Machinery and equipment to site</li> <li>· Remobilising plant and equipment</li> <li>· Structural change to machinery or equipment</li> <li>· Incident reviews involving plant or equipment</li> <li>· Maintenance</li> </ul>                             | <ul style="list-style-type: none"> <li>· Project manager</li> <li>· Engineers</li> <li>· Plant Coordinator (as part of Safety Team)</li> <li>· Environmental Coordinator</li> <li>· Superintendent</li> <li>· Plant or machinery owner</li> </ul> | <ul style="list-style-type: none"> <li>· SMP (Safety management Plan)</li> <li>· SIMOPS (Simultaneous operations Weekly Meetings)</li> <li>· Engineer Communication or notice for plant / machinery</li> <li>· Onboarding plant process</li> <li>· Plant Coordinator</li> <li>· Pre Acceptance Checklist</li> <li>· Site induction</li> <li>· Plant / equipment register</li> <li>· Maintenance Schedule</li> <li>· KPI Commitment Schedule</li> <li>· Site induction</li> </ul> |
| <b>Daily pre start checklist</b>                       | <ul style="list-style-type: none"> <li>· Mobile Plant hard stand</li> <li>· All machinery start-ups, scissor lifts, telehandlers, generators, pumps</li> <li>· High risk hand tools- grinder, chainsaw</li> <li>· Loading / unloading dock</li> <li>· Camp generator, water treatment facility, buses</li> <li>· All LV / HV start ups</li> </ul> | <ul style="list-style-type: none"> <li>· LV / HV operators</li> <li>· All Mobile plant operators</li> <li>· Maintenance Crew</li> <li>· Any workers starting up machinery</li> <li>· All workers using high risk hand tools</li> </ul>            | <b>Resources for effective application of hazard management tool.</b> <ul style="list-style-type: none"> <li>· Site induction</li> <li>· Supervisor compliance checks</li> <li>· Scheduled Audits</li> <li>· Safety Audit and review</li> <li>· Task Observations</li> <li>· Behavioural Observations</li> </ul>                                                                                                                                                                 |