

# Priority projects Contractor management and entanglement

Small Mines Safety Roadshow

February – April 2022



# Priority Projects

What are they?

- In addition to inspections that are planned based around principal hazards, an additional set of planned inspections are scheduled based on any area that raises concerns of issues around mining operations.
- Two recent programmes were “contractor management” and “entanglement”.
- Each program runs for approx. 6 months.

# Why & what we did

- **Reason** - to determine the industry's understanding of working with contract partners and their legal responsibilities to maintain a safe workplace.
- **We focused** - on how the mine and its' contractor's managed safety via a contractor safety management plan or the mine's safety management system. (see cl 22 WHSMPSR)
- **We examined** - how safety critical information was communicated to contractors, including labour hire contractors, project contractors and maintenance contractors.
- **We inspected** - how the mine operator ensures plant, equipment and substances are safe for use, how competencies are checked, and how supervision is carried out.

# Summary of what we did

We assessed 61 operating sites

## **We assessed:**

- development and implementation of safe systems of work
- determining adequacy of competency of workers
- management of plant, equipment, materials, and substances
- consultation, information, training, and instruction
- risk management processes used
- supervision and monitoring.

# What we found

The key findings were:

- 87% of mine Safety Management Systems had details on how they manage contractors
  - (8 mines had no processes in place for contractor management)
- Only 33% had determined which contractors worked under their own Safety Management Plan and had been given written advice, or worked under the mine's Safety Management System and had given written advice to the mine
- 70% checked the contractor's competencies.
  - 2 mines that did not have processes in place but do check contractors' competencies.

# What we found

- 75% of mines included contractors in site risk assessments
- 74% exercised some form of supervision and monitoring of their contractors.
  - 2 mines that did not have processes in place but did exercise some form of supervision and monitoring of their on-site contractors
- 66% of mine's confirm the contractor's plant, equipment, materials and any substances they use are fit for purpose and safe to use.
  - The mines that have processes but failed the checks was mostly due to not checking "substances".

# Summary – so far

- Good news – Approximately + 70% of mines are actively managing contractors as per their Safety Management System



# Smaller quarries

- A number of mines had grown in size and complexity, but had failed to recognise the increase in hazards, and continued to rely on the Small Mines Safety Management Kit instead of moving to a Safety Management System.
- Some smaller mines had the Small Mines Safety Management Kit but had not filled in the templates properly or left the kit in a blank form.



# Recommendations

- ✓ Ensure you document if the contractor has a Safety Management Plan or works under your Safety Management System;
- ✓ Provide or receive the written confirmations

**Mine Safety Management System Information:**

Mine Safety Management System (MSMS) - Clause 22 WHS (Mines) Regulation 2014

1. The Contractor has their own Safety System for managing risk on operating site

- A copy of the system has been provided to Quarry Manager or Supervisor
- This system has been reviewed and accepted in writing by site management
- Relevant contractor working on proposed site have signed off on this system

OR

2. The Contractor is working under [REDACTED] MSMS

- Relevant sections of the [REDACTED] MSMS have been reviewed and accepted in writing by the Contractor's Management/Representative
- Explain [REDACTED] MSMS, relevant sections, location on site, and an overview of function, availability and accessibility.
- Contractor employees have signed off on the MSMS system by undertaking this site orientation therefore being aware of the system.

*Please note – Your signature at the end of this orientation is evidence of you undertaking this orientation and your commitment to working safely in accordance with the MSMS.*

# Recommendations

- ✓ Include them in your toolbox talks
- ✓ Include them in risk assessments (where relevant)
- ✓ Verify and record the competencies, qualifications, skills and knowledge of the contractors
- ✓ Ensure contractors are inducted for the mine
- ✓ Confirm that plant, equipment, materials and substances are fit for purpose and safe to use
- ✓ Actively supervise

# Notices issued

The following notices were issued:

- 2 Section 195 prohibition notices
- 27 Section 191 improvement notices
- 29 Section 23 notices of concern.

# From the archives

The following few slides are from the 2018 Roadshow, just a reminder on how it works

# Engagement of contractors at a mine

Almost every mine site uses contractors

These contractors could be

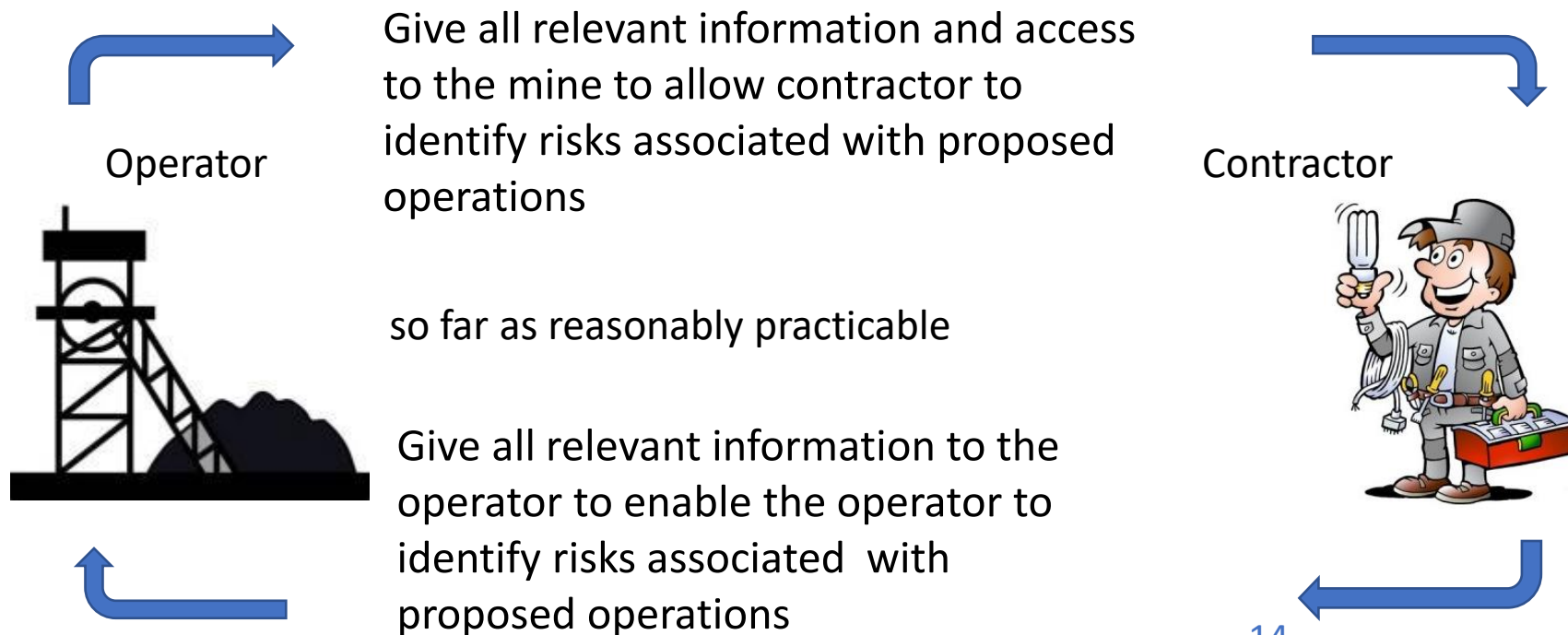
- Mining contractors – blasting, ore removal & processing
- Electrical contractors – electrical maintenance and repair
- Welding Contractors – structural repairs, machine repairs
- Diesel Mechanic Contractors – machine repairs & servicing
- Conveyor contractors – splicing, belt replacement, repair
- Land contractors – tree removal, topsoil reclamation

A contractor is exposed to:

- ❖ hazards of the mine,
- ❖ hazards related to the tasks they do, and
- ❖ hazards that they create that impact on other contractors and mine workers.

# Engagement of contractors at a mine

- WHSMPSR specifies what a contractor and a mine must do:



# Engagement of contractors at a mine

- (WHSMPSR) gives 2 options on how a contractor interacts with the mine's Safety Management System

| Option 1             |   |
|----------------------|---|
| <b>Contractor</b>    | Prepares a Contractor Health & Safety Management Plan   |
| <b>Contractor</b>    | Provides a copy to the operator   |
| <b>Mine Operator</b> | <b>Reviews</b> the plan and <b>gives written notice</b> to the contractor that it is consistent with the Safety Management System of the mine |

# Engagement of contractors at a mine

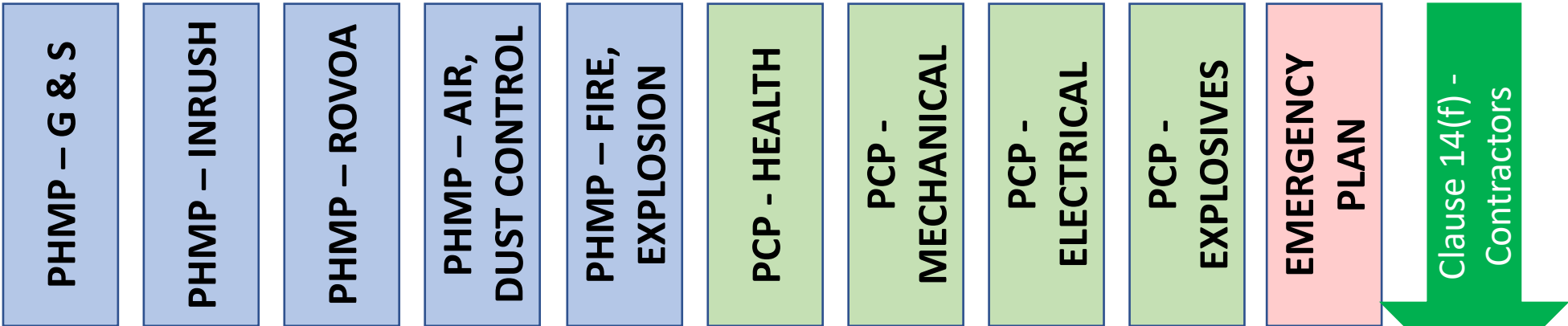
- (WHSMPSR) gives 2 options on how a contractor interacts with the mine's Safety Management System

| Option 1             |  |
|----------------------|--|
| <b>Contractor</b>    | Prepares a Contractor Health & Safety Management Plan  |
| <b>Contractor</b>    | Provides a copy to the operator  |
| <b>Mine Operator</b> | <b>Reviews</b> the plan and gives <b>written</b> notice to the contractor that it is consistent with the Safety Management System of the mine                              |
| Option 2             |  |
| <b>Contractor</b>    | <b>Reviews</b> the relevant parts of the mine's Safety Management System   |
| <b>Contractor</b>    | <b>Gives the operator written notice</b> that they have reviewed the SMS and it's consistent with the contractors arrangements for managing H&S as per clause 9 & WHS laws |



# SAFETY MANAGEMENT PLAN

WHS(MPS)Reg Cl 14 – (Contents)



Option 1 – Contractor prepares a SMPlan

Option 2 – Contractor works under your SMS



# Contractors

## Health & Safety Management Plan requirements

Must be documented and

- set out how the contractor will manage the risks to H&S in accordance with clause 9 and other requirements of WHS laws
- be used as the primary means of ensuring the H&S of the contractor's workers and other persons
- set out and written in a way that is readily understandable by persons who use it. (WHS(MPS) cl22(2))



# Entanglement

This program runs from July 2021 to April 2022.

There is a fact sheet on our web site (see next slide).

Data to date:

- 49 mines selected for an assessment
  - 32 completed
  - 12 assigned for Q1 2022
  - 1 awaiting assignment
- 54 Notices issued
  - 16 section 23 Notices of Concern
  - 37 Section 191 Improvement Notices
  - 1 Section 195 Prohibition Notice



# Entanglement – areas of interest



## Equipment safeguarding

*Guards prevent people accessing entanglement hazards.*



## Safe standing zones

*People remain a safe distance from unguarded entanglement hazards.*

# Entanglement – areas of interest



## Isolation standards

*Prevent equipment starting while people are working near entanglement hazards.*



## Emergency stops

*Enable stopping of the plant in the event a worker becomes entangled.*

# Any questions?

