

Life Saving Rules Procedure

Purpose

The purpose of this document is to define Queensland Hydro's Life Saving Rules. The Life Saving Rules identify life critical risks and the controls required to ensure these risks are managed effectively.

Scope

These Life Saving Rules apply to all persons who undertake works for Queensland Hydro or for those who visit a Queensland Hydro site at all times.

These Life Saving Rules also apply across the Borumba Pumped Hydro Project and will be adopted by each Principal Contractor (PC) working on the Borumba Pumped Hydro Project.

Responsibilities

Who	What
All workers and visitors	- Comply with the requirements of the Life Saving Rules. - Immediately stop someone from working in contravention of the Rules. - Report breaches / suspected breaches of Life Saving Rules to their supervisor / manager as soon as possible.
Managers/ Supervisors	- Ensure all new workers and visitors to the site are appropriately inducted, trained and assessed on the Life Saving Rules. - Ensure breaches/ suspected breaches of Life Saving Rules are reported, investigated and appropriate action taken. - Ensure task / job risk assessments are appropriate and critical risks are managed to comply with Life Saving Rule requirements.
Health and Safety Team	- Support the implementation of the life saving Rules. - Facilitate timely investigation into suspected breaches of the Rules.



Procedure

The Queensland Hydro Life Saving Rules detail the key safety critical controls that must be in place at all times for the designated high risk work activity.

1. Management of breaches

On sites under the management and control of Queensland Hydro, Queensland Hydro will ensure breaches or suspected breaches of any Life Saving Rule are reported and investigated as per **Incident Management Procedure (HS-PRO-0026)**.

Persons found to have breached a Life Saving Rule may face serious disciplinary outcomes, up to and including the possibility of termination; or in the case of contractors or visitors, permanent removal from the Queensland Hydro site/ project.

Any person who knowingly condones or directs someone to breach a Life Saving Rule will be determined to have breached the rule themselves.

In the case of a breach/ suspected breach on a site under the management and control of a Principal Contractor which is not Queensland Hydro, Queensland Hydro will require the Principal Contractor to adopt an approach which is aligned with the above.

2. Communication, Training and Competency

Workers will be trained and assessed on the requirements of the Life Saving Rules during induction.

The Life Saving Rules will be communicated on Queensland Hydro sites and throughout the Borumba Pumped Hydro Project site via posters on general notice boards, crib rooms etc.

Supporting details for each of the Life Saving Rules are provided below.

3. Stop Work Authority and Safety Fundamentals

Underpinning the Life Saving Rules is the expectation that workers will never turn a blind eye to a Life Saving Rule breach. All workers are empowered with the responsibility and authority to stop work immediately, without fear of reprisal, when the person believes conditions exist that pose a danger to the health and safety of themselves or others.

Supporting the Stop Work Authority, Queensland Hydro and the Borumba Pumped Hydro Project have the following safety fundamentals:

- I will only start work when I have been briefed and it is safe to do so.
- I will always stop work and re-assess if anything changes or I am unsure.
- I will always intervene if I see an unsafe condition or behaviour.

4. Life Saving Rules

Rule: Use Mobile Phones Safely

I will only use my mobile phone when I am in a safe location.

Supporting detail:

- Workers cannot use a mobile phone while operating mobile or high-risk plant, including when acting as a rigger or spotter.
- Workers on foot must be in a safe location and not in the line of fire of mobile plant/ vehicles when using a mobile phone. Examples of safe locations are designated office or pedestrian locations or behind an appropriate barricade.
- While driving a vehicle, a mobile device can only be used to the extent that it operates without the driver having to touch it (i.e. pressing anything on it or manipulating any part of it). Allowable use could include functionality such as hands-free voice calls or GPS navigation.
- You are considered to be driving any time you are controlling or operating a vehicle other than while stationary and out of the line of traffic.

Note: individuals holding probationary or provisional licences may be subject to restrictions in excess of these requirements under state Road Safety Legislation.

Rule: Drive Safely

I always wear my seatbelt and check passengers have theirs' fastened.

Supporting detail:

- The rule applies to light and heavy vehicles as well as mobile plant (where a seatbelt is fitted).

- The rule applies whenever the vehicle/ equipment is moving, including reversing, and irrespective of the speed of travel or where the vehicle/ equipment is being operated.

Rule: Be Fit For Work

I'm always fit for work and not under the influence of drugs or alcohol.

Supporting detail:

- The prescribed limit for alcohol is 0.00% BAC. The prescribed limit for illicit drugs is as per the Australian standards AS 4760 Procedures for the collection and quantification of drugs in oral fluid or AS4308 Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine (dependent on the testing methodology undertaken).
- Persons taking medication (either prescribed or over the counter) must notify their Supervisor if it has the potential to affect their ability to safely perform their work duties. This includes medicinal marijuana and Cannabidiol (CBD) oil products.

Rule: Be Trained, Competent and Authorised

I will only operate equipment that's fit for purpose and for which I have the necessary training, competence and authorisation.

Supporting detail:

- Refers to all plant and equipment (regardless of whether it is considered operational or non-operational equipment) where nationally recognised competencies are required for operation.
- Examples of nationally recognised competencies include but are not limited to - truck licences and high risk work licences related to cranes, forklifts, dogging, rigging or scaffolding.
- A person will be considered Competent where they have provided a valid verification of competency for the task being undertaken.
- Where a person is operating plant/ equipment for which they do not hold the relevant and valid certificate of competency, they will not be considered in breach of the rule if a supervised and accredited training plan for the use of that plant/ equipment has been established, which includes the use of a logbook provided by a registered training provider, and provided they are under the direct and immediate supervision of a competent person whilst operating the plant/ equipment.
- This rule does not apply to the use of plant and equipment which does not have nationally recognised competencies for use, such as workshop fixed plant.

Rule: Follow Work Permits

I always obtain and work under a work permit where required.

Supporting detail:

- Permits are required for the following high risk work activities:
 - Confined space entry.
 - Excavation.
 - Working at height.
 - Hot works.
 - Remote and Isolated work.
- Permits must be obtained prior to commencement of the works.
- All conditions on the Permit must be followed.

Rule: Work Safely at Heights

I always protect myself and others against falling from heights and from falling objects.

Supporting detail:

- Whenever people are working at height, no matter what the height, effective safety controls must be in place.
- The Life Saving Rule applies to a situation where a person could free-fall more than 2 metres.
- An effective control is one which will either prevent someone falling in the first instance or arrest someone who has fallen. Where no controls are in place or an ineffective control is used – e.g. using a length of plastic tape as a barrier 10m above the ground – a breach of the Life Saving Rule will be deemed to have occurred.
- An effective anchorage point for fall arrest may include static lines; certified attachment points and structures that are clearly capable of withstanding the shock loading should someone fall. Handrails, fence posts, cable trays, antennas and similar structures that are not designed to be load bearing are not considered effective attachment points.
- Where an attachment point is not certified it will require risk assessment. This assessment will need to be documented as part of the task risk assessment.
- Materials and tools must be prevented from falling (tethering, toe boards, effective housekeeping etc).

Rule: Keep Clear of Moving Equipment

I always protect myself and others from moving plant, vehicles and equipment.

Supporting detail:

- Personnel must position themselves to avoid being struck or crushed by moving plant, vehicles and equipment.
- Workers and visitors to the Project site must familiarize themselves with the site-specific traffic management plan. Typically, the requirements of this plan will be covered in the Project/ Site induction.
- Site traffic management requirements will include the requirement to abide by exclusion zones in operational areas; follow reasonable direction from spotters; follow site speed restrictions; designated light/ heavy vehicle and mobile plant parking zones and pedestrian pathways.
- Workers must never enter a mobile plant operating zone without receiving positive communications from the operator. Operators must stop if pedestrians enter an exclusion area.

Rule: Isolate and Verify Before Work

I will always prove equipment and plant is de-energised prior to commencing work.

Supporting detail:

- Workers are required to identify all potential energy sources – electrical, mechanical, chemical, pressurized fluids etc.
- “Prove” requires physical verification that energy, including stored or residual energy, has been removed and secured so it cannot be restored – for example, observing the pressure gauge reducing down to zero when isolating a pipe, testing for dead.
- If equipment cannot be proven de-energised, an approved procedure for live work must be followed until proven de-energised.

Rule: Keep Clear of Suspended Loads

I never stand or walk under a suspended load or lift a load over a person.

Supporting details:

- Workers responsible for moving a load must ensure that the equipment and load have been inspected and are fit for purpose.
- There must be appropriate controls to restrict movement underneath the load footprint e.g. barricades, spotter etc. When using a crane, this responsibility must be shared between the crane driver and rigger/ dogman.
- Persons on the ground must ensure they never access exclusion zones and obey all barriers and signage.