JER-8000-MGT-PRO-0040 Use of Plant

(AS/NZS, ISO 45001:2018, Clause 8.1.2)

1. INTRODUCTION

The purpose of this procedure is to provide a proactive and risk-based approach to manage risks arising from the operation of plant and equipment and working near plant in the workplaces.

2. SCOPE

The procedure applies to all KGL Resource Workers who are required to use plant (including cranes, trucks, excavators, hoists, cherry pickers, forklifts, loaders and scissors lifts).

3. RELEVANT LEGAL & OTHER REQUIREMENTS

It is the responsibility of all personnel to comply with this procedure and seek guidance from the Project Director where clarification is required.

- Work Health and Safety Act 2011 (NT)
- Work Health and Safety Regulation 2011 (NT)'
- Code of Practice: Managing the risk of plant in the workplace NT (2020)
- Code of Practice: Managing Electrical Risks in the Workplace NT (2021)
- National Code of Practice: Managing the risk of plant in the workplace 2019 (National)
- AS/NZS 3760:2010: In-service safety inspection and testing of electrical equipment
- AS 1657:2018: Fixed platforms, walkways, stairways and ladders – Design, construction and installation.
- AS 4024: Series – Safeguarding of Machinery
- AS 5327:20-19: Earth-moving machinery – Access systems
- AS/NZS 1269 Series: Occupational noise management
- AS/NZS 3007:2013 – Electrical Installations (Wiring Rules)
- AS/NZS 4871.1:2012 – Electrical installations for surface mines
- AS/NZS 3788:2006 – Pressure equipment - In-service inspection
- AS/NZS 4871.6:2013 – Electrical equipment for mines and quarries – Diesel powered machinery and ancillary equipment
- AS/NZS 5062:2016 – Fire Protection for mobile & transportable plant
- AS/NZS ISO 6394:2019 – Earth-moving machinery – Determination of emission sound pressure level at operator's position – Stationary test conditions

4. DEFINITIONS

Clearway	A designated and identifiable zone within a worksite dedicated to the transit of vehicles or workers and where no work may be conducted.
Competent Person	Person who has acquired appropriate training, qualification or is experienced to carry out the task. A competent person holds the appropriate licence to operate plant.

	A competent person has a more specific meaning in the following circumstances:
	• For design verification, the person must have the skills, qualifications, competence and experience to design the plant or verify the design.
	• For inspection of plant for registration purposes the person must have:
	  ○ educational or vocational qualifications in an engineering discipline relevant to the plant being inspected; or
	  ○ knowledge of the technical standards relevant to the plant being inspected.
	• For inspection of cranes the person must:
	  ○ have the skills, qualifications, competence and experience to inspect the crane, and be registered under a law that provides for the registration of professional engineers (in jurisdictions where such a law exists); or
	  ○ be determined by relevant Statutory Authority to be a competent person.

Construction Work	Has the same meaning under the WHS Regulation, namely any work carried out in connection with the construction, alteration, conversion, fitting-out, commissioning, renovation, repair, maintenance, refurbishment, demolition, decommissioning or dismantling of a structure.
Equipment	Any gear used in connection with any plant. Includes lifting beams, slings, chain blocks etc

High Risk Construction Work	Has the same meaning under the WHS Regulation, namely Construction Work involving:
	a. a risk of a person falling more than 2 metres;
	b. demolition of an element of a structure that is load bearing or otherwise related to the physical integrity of the structure;
	c. or is likely to involve, the disturbance of asbestos;
	d. structural alterations or repairs that require temporary support to prevent collapse;
	e. work that is carried out in or near a confined space'
	f. work that is carried out in or near:
	  i. a shaft or trench with an excavated depth greater than 1.5 metres, or
	  ii. a tunnel;
	g. the use of explosives;
	h. work that is carried out on or near pressurised gas distribution mains or piping;
	i. work that is carried out on or near chemical, fuel or refrigerant lines;
	j. work that is carried out on or near energised electrical installations or services;
	k. work that is carried out in an area that may have a contaminated or flammable atmosphere;
	l. tilt-up or precast concrete;
	m. work that is carried out on, in or adjacent to a road, railway, shipping lane or other traffic corridor that is in use by traffic other than pedestrians;

	n. work that is carried out in an area at a workplace in which there is any movement of powered mobile plant; o. work that is carried out in an area in which there are artificial extremes of temperature; p. work that is carried out in or near water or other liquid that involves a risk of drowning; or diving work.
Plant	Any machinery, equipment, appliance, implement or tool. Any component and/or anything fitted or connected to any of the aforementioned plant is included. For the purpose of the procedure plant: • Moves under its own power, or is pulled or pushed by other powered plant • Moves around the site, enters or leaves the site, or moves past the site, and • Includes road vehicles (such as tip trucks). Plant can be classified into two categories, as follows: • **Light Plant**: This includes plant that is relatively small in nature and affords the operator good visibility while operating the plant (for example: workers vehicles, rollers, backhoes, bob cats, hoists, cherry pickers, forklifts, loaders, trailers, category 7 and 9 fire appliances, and scissors lifts etc.). • **Heavy Plant**: This includes plant that is large and cumbersome in nature and affords the operator poor visibility while operating the plant (for example dump trucks, compactors, large excavators and category 1 fire appliances).
Residual Current Device (RCD)	A device intended to isolate supply to protected circuits, socket outlets or electrical equipment in the event of a current flow to earth that exceeds a predetermined value. The RCD may be fixed or portable
Safe Work Method Statement (SWMS)	A SWMS is a pre-start risk assessment that is undertaken prior to commencing any high-risk construction work or as otherwise required by a supervisor or manager. A SWMS must be completed in accordance with the KGL Resource Risk Management Procedure.
So far as is reasonably practicable (SFARP)	SFARP means that which is, or was at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters including: a. the likelihood of the hazard or the risk occurring, b. the degree of harm that might result from the hazard or the risk; c. what the person concerned knows, or ought reasonably to know, about: a. the hazard or the risk, and b. ways of eliminating or minimising the risk, and d. the availability and suitability of ways to eliminate or minimise the risk, and after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.
Spotter	A nominated person who is in control over the movement of plant within designated plant zones.

Take 5	A Take 5 is a pre-start risk assessment that is undertaken by all workers prior to commencing work. A Take 5 must be completed in accordance with the KGL Resource Risk Management Procedure.
Worker	Workers include employees, contractors, sub-contractors, volunteers, visitors and consultants who conduct work for KGL Resource.

5. RESPONSIBILITIES

Senior Leadership Team	1. Provide adequate resources to managers, supervisors and workers to support safe management of plant. 2. Establishes safe systems of work that mitigate risks of plant. 3. Reviews and acts on reported organisational risk management performance.
Safety Manager	1. Ensure this procedure is fit for purpose and meets all applicable legislative requirements. 2. Establishes, maintains and monitors hazard identification, risk management, and training systems within the KGL Resource Safety Management System 3. Support managers, supervisors and workers in the implementation and operation of this procedure. 4. Provides advice on plant requirements. 5. Recommend change and improvement to this procedure as required.
Managers and Supervisors	1. Ensure all contractors under their management and control are made aware of this procedure and processes are established to ensure their contractors comply with this procedure. 2. Ensure that this procedure is implemented in their area by ensuring that all workers are aware of and understand this procedure. 3. Ensure that workers are provided with appropriate training in relation to the safe use of plant and the appropriate control measures; and 4. Ensure that workers implement risk control to eliminate or minimise risks arising from working with plant. 5. Consult with relevant workgroups to identify tasks and locations that are likely to require the management of plant.
Workers	1. All workers must ensure they are familiar with and understand this procedure. 2. Continually monitors/assesses hazards and report to manager or supervisor any change of conditions. 3. Comply with this procedure.

6. PLANT RISK MANAGEMENT

Plant, either owned or hired, is commonly used across KGL Resource workplaces. The framework within this procedure is intended to provide a safe and consistent approach to the use of plant across all KGL Resource workplaces.

KGL Resource manages risk associated with plant through a risk management approach. The key elements of KGL Resource's systematic approach to risk management include:

a. hazard identification;

b. risk assessment;

c. controlling risks; and

d. reviewing control measures to ensure they remain effective.

This is to be undertaken in line with the **KGL Resource Risk Management procedure.**

Before undertaking any work involving hazardous substances, workers:

a. Must complete a **Take 5**; and

b. If applicable, complete a SWMS.

c. Any decisions and reasons for the decisions about asbestos risk management must be documented in accordance with this procedure.

6.1 Hazard Identification

The purpose of identifying hazards associated with working with plant is to eliminate or, if it is not reasonably practicable to eliminate the risk, to minimise it so far as is reasonably practicable.

Some of the hazards associated with powered plant are:

a. collision with persons working on foot;

b. overturning and the operator being ejected or struck;

c. operator/workers being caught up in (unguarded) moving machinery;

d. contact with electricity (digging/overhead).

6.2 Risk Assessment

When assessing the risks arising working with each piece of plant, workers must as a minimum consider whether there is a risk of the following:

a. the plant overturning;

b. an object could come into contact with the operator of the plant; or

c. the operator being ejected from the seat.

d. This risk assessment shall identify the need for the powered plant to be fitted with either a Roll-over Protection Structure (ROPS) or Falling Object Protection Structure (FOPS) and the manufacturer should assist with this determination.

6.3 Risk Control Measures

As set out in KGL Resource's Risk Management Procedure, control measures should always be considered in the order of the hierarchy of controls starting with elimination. In some circumstances, two or more control measures will be required to minimise so far as is reasonably practicable the risk(s).

KGL Resource applies the Hierarchy of controls to eliminating, so far as is reasonably practicable, or minimising the risks arising working at heights. Set out in **Table 1** below are some examples of risk control measures to eliminate or minimise these risks according to the hierarchy of control.

Table 1: Risk Control Measures

Risk control hierarchy		**KGL Resource risk controls**
Level 1	Eliminate the hazard	Eliminate the need to undertake work involving the use of plant.

Level 2	Substitute the hazard with something safer	• All plant shall be regularly inspected, tested and maintained. • Work site design.
	Isolate the hazard from people	
	Reduce the risks through engineering controls	
Level 3	Reduce exposure to the hazard using administrative controls	• Operator training and competency. • Relevant workplace PPE must be worn.
	Use PPE	

7. GUIDELINES FOR WORKING WITH PLANT

Where the risk of working with plant cannot be eliminated through design of the structure, redesign of the task or through other means the following may be required:

Level 1	
Eliminate	
Elimination of the use of plant	Eliminate the need to undertake tasks involving working with plant.
Level 2	
Substitute, Isolate or Engineer	
Inspections, testing, maintenance and registration	All plant shall be regularly inspected, tested and maintained at each site/facility in accordance with Original Equipment Manufacturers (**OEM**) recommendations, with detailed records kept. Registrable plant must be registered.
Work site design	The level of design is dependent on the type of plant (heavy or light) and the number of plant. When a risk assessment is to be conducted, the following items should be considered: a. People and plant shall be separated, so far as reasonably practical, from plant in time and/or space by controlling the movement of people onto, within and out of the worksite. Separation shall be achieved through the allocation, designation and communication of, as a minimum, the following areas: i. dedicated plant and/or plant free zones/clearways; ii. administration areas; iii. entry and exit points with signage displaying contact information;

	b. These areas, when appropriately marked and monitored, serve to contain activities and provide additional control over the movement of workers on site.
Work site design - Clearways	Where practicable, clearways should be established and appropriately marked to enable the safe transit of workers and/or vehicles through the worksite. However, clearways must be applied where fixed structures or terrain have the effect of channelling workers or plant into zones occupied by operational plant or workgroups.
Work site design - Plant Zones	Identifiable zones within a worksite which is occupied by operational plant. Plant zones shall be identified and appropriately marked whenever plant is operational on a work site. When no plant is operational, a plant zone is not required. Plant zones may contain multiple items of plant, each with designated and identifiable worksites within the zone. Where practicable, the limits of separate worksites within the Plant Zone should be protected with a physical barrier and/or clearly marked. The presence of workers within the plant zone is to be kept to a minimum and shall be limited to only those workers required for the operation of the plant or ground-based tasks associated with the operation of the plant, including spotters.
Work site design - Administration area	Where applicable, worksites shall have an area allocated which is reserved for administrative activities. The purpose of the administrative area is to ensure that activities or tasks not directly related to the project are conducted in a location so as not to affect or be affected by operations. This area should be utilised for activities including but not limited to: a. Site access/induction points; b. Site offices; c. Worker rest areas
Level 3	
Administrative Controls and PPE	
Operator training and competency	All operators of plant shall receive the appropriate training from a registered training organisation and hold appropriate licences where applicable. Emphasis during training shall include the types of plant, and capacity and operation of the plant. All operators must provide the relevant VOC documentation and must be able to demonstrate a satisfactory practical operational skill. Operators must be assessed as competent, and licenced where applicable in accordance with legislative requirements, to operate the powered plant. Trainee operators may operate powered plant under supervision providing they:

	a. are formally enrolled in a training program b. work under the direct supervision of a suitably qualified person at all times.
Licensing and operating instructions	Operators and their managers or supervisors must ensure that: a. a valid licence where required; and b. an operator's manual is available at the work location at all times the powered plant is in operation. Evidence of competencies and licence compliance shall also be maintained by the responsible manager or supervisor.
Personal protection	All plant shall be fitted with appropriate seat belts. It is a mandatory requirement that seatbelts be always worn during the operation of plant. Exemptions apply for plant, which are unable to be fitted. Relevant workplace PPE must be worn.

8. PLANT OPERATIONS PROCESS

Risks presented by plant must be reduced to SFARP at each stage of the plant's lifecycle. The various stages of the plant's lifecycle are grouped into four key areas, which are outlined below in **Table 2**:

The manager or supervisor shall convene planning meeting(s) to discuss tasks, responsibilities and timing related to work to be undertaken using plant. Further information on general plant requirements is detailed in Appendix A.

Table 2: Plant Lifecycle

1. Planning	Design, purchasing, hiring, leasing, manufacture, storage, transport installation and commissioning
2. Operation	Use, setting, cleaning, adjustment
3. Maintenance	Inspection, servicing, repairs, refurbishment and modifications
4. Disposal	Decommissioning, dismantling, demolition.

9. PLANNING

Planning will vary depending on the level of complexity, the assessed risk and whether it is standard operating procedure or project related. Examples of plans relating to safe use of plant include:

a. traffic management plan which includes:

(i) the management of all plant movements and on-ground worker/pedestrian interaction;

(ii) minimum road clearances and the means of separating workers from traffic.

b. Standard Operating Procedures;

c. SWMS developed in consultation with the workers carrying out the activity;

d. Rescue procedures;

e. Safety critical equipment list; and

f. Project plan if applicable.

9.1 Pre-Mobilisation Inspection

All Plant, whether hired, procured or deployed by a Contractor, must be inspected by a competent person prior to deployment to site. The suitably qualified competent person must undertake an inspection and provide an Inspection Report to the relevant Statutory Engineer (Electrical or Mechanical). Failure to comply may result in the refusal to allow the plant to be used on site. See **JER-8000-MGT-FRM-0021 Plant Hazard Identification Checklist.**

9.2 Procurement - Purchasing

Plant must be procured in accordance with the KGL Resource Plant procurement process. The pre-purchase safety assessment needs to consider each phase of the plant lifecycle. See **JER-8000-MGT-FRM-0021 Plant Hazard Identification Checklist** for further information on conducting hazard assessments on plant.

Workers who procure plant must:

a. Ensure that the designer, manufacturer, importer or supplier has provided information on any residual risks associated with the plant and information about their elimination or control;

b. Ensure that the designer, manufacturer, importer or supplier has provided details of energy efficiencies;

c. Ensure plant complies with relevant standards;

d. Obtain and review the information supplied by the designer, manufacturer, importer or supplier to make sure that plant is suitable for its intended use, and where required, the design has been registered with a Commonwealth or State where the regulations require;

e. Ensure that plant which must be registered with Commonwealth or State has all the required information in a format that will enable certification by a competent person;

f. Where an external contractor has been engaged to design plant, that person must be provided with all information relating to the plant, which may affect its safe design, delivery, commission, operation and maintenance.

9.3 Procurement - Hiring

When KGL Resource hires plant such as cranes both KGL Resource and the supplier it has been hired from, have duties for health and safety. During the time the plant is in KGL Resource's possession or operating at an KGL Resource controlled workplace, KGL Resource have control over the way the plant is used. See **JER-8000-MGT-FRM-0021 Plant Hazard Identification Checklist** for further information on conducting hazard assessments on plant.

Anyone hiring or leasing plant to others has duties as both a supplier of the plant and as a person with management or control of the plant at the workplace. They must ensure, so far as is reasonably practicable, that the plant is safe to use and properly maintained and provide specific information with the plant including on how to operate it safely.

Before any KGL Resource worker hire plants such as cranes or EWP's they should ensure it is suitable for its intended use. If the KGL Resource worker(s) does not have the knowledge or expertise about plant specifications, limitations, and operational requirements, they must consult the supplier

and provide relevant information about the nature of the work, the workplace, and the type of lift to enable the supplier to provide suitable plant.

In most cases, the supplier is responsible for inspecting and maintaining the plant. If the plant is hired for an extended period, KGL Resource and the supplier may develop arrangements to ensure the plant is inspected and maintained throughout the lease. This may involve the supplier coming to an KGL Resource workplace to maintain the plant, or you are maintaining the plant while it is at your workplace.

The arrangements KGL Resource make will depend on your ability to inspect and maintain the plant in accordance with the manufacturer's specifications and the WHS Regulation. If you choose to maintain the plant yourself during the lease, you should provide information and records about the maintenance to the supplier at the end of the lease.

9.4 Plant Registered with Statutory Body

Certain Plant types may require registration with a Commonwealth or State Authority. In consultation with the relevant Statutory Engineer (Electrical or Mechanical), Managers or Supervisors who procure such plant must make sure that the plant has been registered. Evidence of the registration is to be displayed on or near the plant. Further information is available from Commonwealth or State Authorities.

9.5 Plant Design Registered with Statutory Body

Certain Plant types require design registration with Commonwealth or State Regulatory Authorities. In consultation with the relevant Statutory Engineer (Electrical or Mechanical), Managers or Supervisors who procure such plant must make sure that the design has been registered. Some plant items will require design registration when used with attachments.

Procurers must make sure that any modifications or attachments to plant are covered in any design registration for the plant.

Where plant is purchased outside Australia, the line manager must ensure that the design details are made available and suitably formatted to be certified by a competent person. Further information can be found from relevant Commonwealth or State Authorities.

10. OPERATION

10.1 Provision Of Information

KGL Resource must make sure that workers involved in any area of the plant lifecycle are given all available information concerning safety of the plant.

This information provided should include:

- Details of plant registration or plant design registration with the relevant Commonwealth or State Authority;
- The way plant is to be used to make sure it is safe, including the use of any attachments;
- The transport, handling and storage requirement of plant. For example, dimensions and weight;
- Indications for handling, such as application points for lifting equipment;
- Conditions for storage;

- Commission, installation, inspection and test requirements of plant. For example, Exposure of dangerous parts prior to the fixing of guarding and manual handling;
- The range of uses for which the plant is intended, including prohibited uses;
- Requirements for maintenance and repair. For example; The nature and frequency of maintenance; Disposal of hazardous by-products; Disposal of consumables; and Special tools needed to use or maintain plant;
- Decommissioning, dismantling and disposal of plant;
- Emergency situation actions;
- Effects of environmental conditions on the use of the plant;
- The results and records of tests and examinations done on the plant and its design;
- Any known residual risks, such as those that cannot be eliminated or reduced sufficiently by design and against which guarding is not totally effective;
- Guidance on administrative controls;
- Manufacturer's instructions; and
- Control measures to be used to further reduce the risks associated with plant.

10.2 Load Charts

Reference should be made to the Crane and Lifting Procedure for further information on load charts.

10.3 General requirements – Mobile Plant

All mobile plant must be fitted with:

- Appropriate fire control devices and a 9kg 80ABE rated DCP fire extinguisher.
- Flashing or pulsating light and clearly audible alarm.
- Emergency stops.
- Where applicable, certified ROPS and FOPS cabin structure.
- Where a risk to the operator of debris entering the cabin, all windows will be fitted with safety glass or equivalent protective device.
- Label identifying noise levels and if necessary, requirement to wear hearing protection.
- Access in compliance with AS1657 and AS5327.
- Emergency egress and non-slip walkways, steps and deck.
- Guarding in compliance with AS4024.
- Adequate lighting to provide effective and safe night-time operation if used in low light conditions.
- Reversing light and audible reverse alarm.
- Designated fit for purpose towing and jacking points.
- Where practicable, mirrors, cameras, approach beacons and detections systems to minimise blind spots.

10.4 Modifications and Attachments

Modification is an alteration or addition, which varies the original specification or use of the plant. Modifications may include:

a. changing the running or operating speed;

b. changing the stability, reach, capacity, working load limit;

c. fitting attachments which are not specified as suitable by the manufacturer, designer or supplier;

d. changing drive systems; and

e. relocating fixed plant to new premises.

Workers who perform modifications to plant and equipment may be taking on the legislative duties of a designer, manufacturer or supplier of plant.

Prior to making any modification to plant, you must consult with the designer or manufacturer to make sure that all safety issues have been considered before undertaking the modification. If the original designer and manufacturer cannot be consulted, the modifications are to be designed and performed by a competent person in accordance with relevant standards.

The implications on all the plant lifecycle phases must be considered before modifications to plant are undertaken.

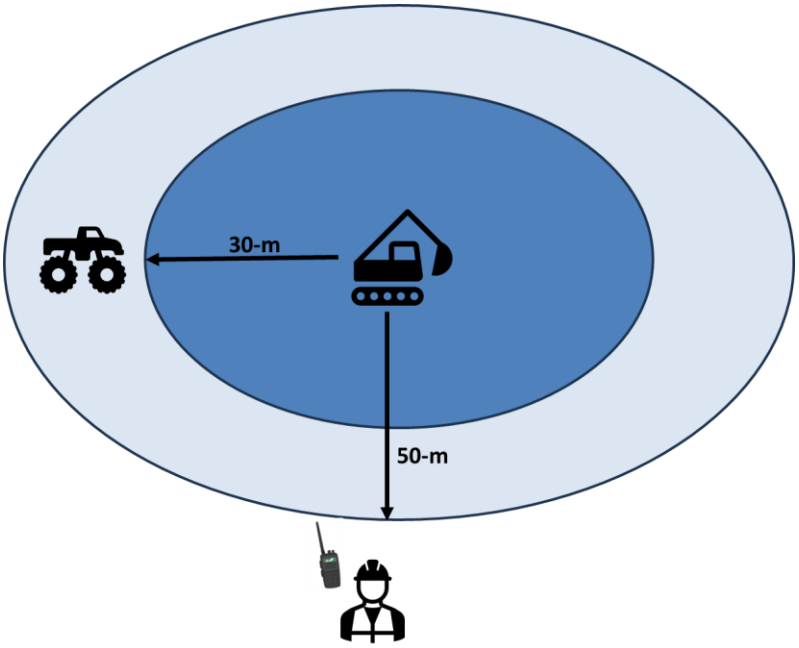
Modifications to plant which is design registered may void the existing design registration. Specifically, if the plant requires design registration, the altered design must be registered if the alternation to the design may affect health and safety.

Modified plant must be assessed in accordance with **KGL Resources Risk Management Procedure** before being reintroduced to the workplace.

10.5 Safe Operation of Mobile Plant

The following requirements must be complied with when operating mobile plant:

- Maintain the 50/30 rule. Ensure light vehicles do not enter within 50-m of operating zone without gaining approval through positive communications.
- Ensure that light vehicles do not park within 30-metres of operating plant, unless in a designated parking area with suitable physical separation (e.g. bund or berm).
- Establish an exclusion zone, using physical barriers where practicable, to segregate people and plant.
- Ensure that positive communications (visually or via two-way radio) are established prior to allowing any worker to enter the exclusion zone.
- Stand-down the machine to a safe position and location before authorising approach by the worker.
- Know your blind spots and take all steps to check and confirm possible blind spots.
- Utilise mirrors, cameras, approach beacons and detections systems to minimise blind spots.



11. ELECTRICAL EQUIPMENT

11.1 General Principles

- Low Voltage Electrical Work will be undertaken only by Competent Persons;
- Any work being performed in the vicinity of electrical equipment must be undertaken by a competent and licenced person and organised in such a way as to eliminate any conceivable risk of any person, either performing work or accidentally entering work areas, to come in contact with live electrical equipment;
- All electrical equipment must be inspected and tested (and tagged) to determine that it is electrically safe;
- Electrical equipment used in higher risk operating environments shall be tested at least once every 12 months, with more regular testing where prudent.
- Residual current devices must be installed when electrical equipment is:
    - Used in an environment in which the normal use of electrical equipment exposes the equipment to operating conditions that are likely to result in damage to the equipment or reduction it its expected life span;
    - Moved between different locations in circumstances where damage to the equipment or a flexible electricity supply cord is reasonably likely;
    - Frequently moved during its normal use.
- Electrical leads must be kept off the ground and away from sharp edges or any other hazards that may damage the lead.

12. MAINTENANCE

12.1 Maintaining, Servicing, Cleaning & Repairing

Maintaining, servicing, cleaning and repairing plant can present additional risks to workers as they may be required to:

- Work on plant which may be started remotely or automatically;
- By-pass or defeat interlocks or safety circuits;
- Test the operation of guards, remove or render guards ineffective;
- Force controller inputs/outputs;
- By-pass or alter the function of control devices; and
- Make adjustments or measurements in proximity to hazards, such as moving parts, pressure, and electricity.

Specific controls for maintenance may be set out in:

- Engineering instructions or processes;
- Manufacturers' and designers' documents including handbooks;
- Specifications, manuals and guidance material for operation and maintenance;
- SWMS

In consultation with the relevant Statutory Engineer (Electrical or Mechanical), Managers or Supervisors of Plant must make sure that all plant is maintained, serviced, cleaned, and repaired in accordance with the requirements of the manufacturer or supplier. Managers or Supervisors of Plant must make sure that maintenance, service, or cleaning is conducted using a safe system of work.

Where it is not practicable to carry out cleaning or maintenance with plant stopped and isolated, operational controls that permit controlled movement of the plant must be fitted and used in conjunction with work processes. This will prevent movement whilst persons are accessing dangerous parts.

Managers and supervisors must make sure that the following have been completed before returning plant to service after maintenance, cleaning, repair, or modification:

- Plant has been inspected and tested by a competent person, taking into account of any modified design specifications and the relevant Standards;
- All identified control measures are in place;
- The plant has the required Commonwealth or State Authority('s) registration, if necessary;
- All forms of guarding have been reinstated and are effective; and
- All control elements which perform a safety function are in place and effective.

12.2 Inspection And Testing

Managers or Supervisors must ensure that prestart plant inspections and tests are carried out so that an item conforms to the appropriate function and safety requirements. Plant and equipment inspection programs are to be consistent with the requirements of the manufacturer or supplier. Plant owned by KGL Resource shall be inspected and maintained according to a schedule, maintained in KGL Resource's Asset Management System.

Each type of plant will have its own inspection and testing criteria and specifically tailored check sheets. Documentation to record the scheduled inspection and testing will include:

- Pre-start checks;
- Daily inspections;

- Calibration schedules;
- Service schedules;
- Machine history recording and reporting; and
- Condition monitoring.

12.3 Plant Register

Managers or Supervisors of Plant must maintain a register of plant under their control in KGL Resource's Asset Management System.

12.4 Disposal

When plant is decommissioned, dismantled and/or disposed of Workers must:

- Consider whether a risk assessment is required in order to ascertain the safety of decommissioned plant;
- Make sure that plant cannot be re-energised or used;
- If safe to do so, make sure that plant does not retain any energy for example charged capacitors, pressurised chambers or energy stored in springs.

Where plant is sold or transferred, workers must make sure that risks arising from the condition of the plant are eliminated or, if this is not reasonably practicable controlled to SFARP. The updated hazard/risk register for the plant must be passed onto the new Managers or Supervisors of plant, regardless of method of disposal.

Except where the Managers or Supervisors of plant have documented verification that the plant is to be used for scrap or spare parts, they must make sure that:

- The purchaser or intended owner of the plant is informed in writing of any faults detected and, if the faults create a risk, the document is to state that the plant is not to be used until the faults are rectified; and
- The new owner is provided with all information such as logbooks, records of tests/inspections, manufacturers' instructions and risk registers relating to the plant.

13. INFORMATION, INSTRUCTION, TRAINING & SUPERVISION

Managers and supervisors must provide workers with information on how to manage plant including knowledge of KGL Resource consultative mechanisms for raising work health and safety matters. This procedure is also communicated during project inductions.

Managers and supervisors must ensure that workers exposed to a risk associated with the use of plant are adequately supervised by a competent person, especially if they are undergoing training or are unfamiliar with the working environment.

14. INCIDENT REPORTING AND INVESTIGATION

Any incidents arising from the use of plant must be reported in accordance with the **KGL Resources Incident Managing Procedure**.

15. BREACH OF THIS PROCEDURE

Workers must comply with this procedure at all times. KGL Resources takes breaches of this procedure very seriously.

If an employee is found to have breached this procedure, they may be subjected to disciplinary action in accordance with KGL Resources' disciplinary processes. Contractors of KGL Resources who are found to have breached this procedure may be the subject of action under their contract with KGL Resources.

16. CONSULTATION

This procedure has been developed and implemented in consultation and co-operation with KGL Resources' workers.

17. RELATED DOCUMENTATION

JER-8000-MGT-PLN-0010	Risk Management Plan
JER-8000-MGT-PRO-0006	Risk Management
JER-8000-MGT-PRO-0041	Safe Driving and Vehicles
JER-8000-MGT-FRM-0021	Plant Hazard Identification Checklist

18. MONITORING, EVALUATION AND REVIEW

VERIFICATION	
Monitoring	Compliance with this procedure will be monitored through training and regular audits.
Evaluation & Review	The risk rating is high, reviewed every 1 year. A review will be undertaken sooner if there are changes to legislation, standards and industry codes, or following a SMS review, changes as defined by WHS Regulators, or to ensure continual improvement.
Version Control	Version 1: May 2026

19. Approval

Konrad Litfin

Project Director