	ANC Foster Pty Ltd Safety Management System		Doc No:	PLANTOPS
			Initial Issue Date	27 Apr 2010
<b>PLANT OPERATIONS</b>			Revision Date:	Initial Version
			Revision No.	0
			Next Revision Date:	27 Apr 2011
Preparation: Safety Mgr	Authority: Director	Issuing Dept: Safety	Page:	Page 1 of 2

## Purpose

This procedure provides direction to managers, supervisors, and employees about their responsibilities as related to plant operations and management of ANC Foster facilities and to reduce risks from facility conditions.

## Scope

This procedure applies to all ANC Foster operations under its direct control. When work is performed on a non-owned or operated site, the operator's program shall be followed.

## Requirements

ANC Foster must eliminate or control risks arising from the installation, erection or commissioning of the plant so that:


- The plant is erected, installed or commissioned having regard to the instructions of the designer and manufacturer, or to instructions developed by a competent person;
- A competent person undertakes the installation, erection or commissioning;
- The plant is installed, erected and commissioned in a suitable location;
- Plant that is designed to be operated in a fixed position is positioned on and, if necessary, fixed to, a secure base;
- There is sufficient clear space around the plant to allow the plant to be used and repaired;
- There is sufficient space for access to and egress from parts of the plant that require cleaning and maintenance;
- Emergency lighting, safety doors and alarm systems are provided if access to plant is required as part of normal operation and persons may be trapped and exposed to increased risk due to heat, cold or lack of oxygen;
- Interim safeguards are used during testing, if the final means of safeguarding are not in place;
- As far as can be determined by commissioning, the plant is safe for transfer into active service.

ANC Foster must ensure that any plant used at a place of work is of a kind specified in the Table to clause 107 of the OHS Regulation 2001 (Plant for which designs are to be registered), is not used unless the plant has a current design registration number issued under Subdivision 1 of Division 3 of Part 5.2 and evidence of the registration is readily accessible and the plant is maintained and is operationally in good order.

ANC Foster must ensure that the plant of a kind specified in the Table to clause 113 of the OHS Regulation 2001 (Items of plant required to be registered) is not used unless the plant has a current item registration issued under Subdivision 2 of Division 3 of Part 5.2 (or under the Construction Safety Regulations 1950) and evidence of the registration is displayed on or near the plant and the plant is maintained and is operationally in good order.

ANC Foster must ensure that in relation to use of the plant that the plant is not operated by a person unless the person has received adequate information and training and is supervised to the extent necessary to minimise the risks to health and safety.

ANC Foster must ensure that in relation to use of the plant that the plant is not operated for the purpose for which it was designed unless a competent person has made an assessment that the change in use does not present an increased risk to health or safety.

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ANC Foster must ensure that in relation to use of the plant that the plant is not operated for the purpose for which it was designed unless all hazards have been identified and the hazards have been eliminated or controlled.

ANC Foster must ensure that in relation to the maintenance and repair of the plant that:

- The necessary facilities and systems of work are provided and maintained so as to minimise risks to health and safety of persons maintaining, inspecting, altering, repairing or cleaning the plant;
- Inspections, maintenance and cleaning are carried out having regard to procedures recommended by the designer or manufacturer or designer and manufacturer, or developed by a competent person;
- All safety features and warning devices of plant are maintained and tested;
- If plant has been damaged to the extent that its operation or condition is impaired and the risk to health or safety is increased, a competent person assesses the damage and provides advice on:
  - the nature of the damage; and
  - whether the plant is able to be repaired and, if so, what repairs must be carried out to minimise risks to health and safety; and
- Repair, inspection and, if necessary, testing is carried out by a competent person; and
- Repairs to the plant are carried out so as to keep the plant within its design limits.

ANC Foster must ensure that in relation to dismantling, storage and disposal of the plant that:

- If plant is dismantled, the dismantling is carried out by a competent person;
- All available information provided by the designer or manufacturer to the employer that is relevant to the dismantling is made available to the competent person;
- If plant, including plant that is dismantled, is to be stored, storage is carried out by a competent person; and
- If plant contains materials that present a risk to health or safety and the plant is to be disposed of, the disposal is carried out by a competent person

ANC Foster must ensure that the person who has control of any plant of a kind specified in the Table to clause 131 of OHS Regulation 2001 (plant for which records are to be kept) must make and keep for the operating life of the plant records of any tests, maintenance, inspections, commissioning or alteration of plant relevant to controlling risks arising from the plant.

ANC Foster must ensure that persons involved in the commissioning, installation, use and testing, and the de-commissioning, dismantling and disposal, of plant are provided with all available information concerning health and safety about the plant.

ANC Foster must ensure that all relevant information on emergency procedures relating to plant is displayed in a manner that can be readily observed by persons who may be exposed to risks arising from the operation of the plant.

ANC Foster must ensure if it contracts out the design of plant for use at work it must ensure that the person who is engaged to design the plant is provided with all relevant information about matters relating to the plant that may affect health and safety.