

# Induction Training



Sino Iron Project Site Induction



# Induction Objectives

Welcome to the Sino Iron Project. At the end of this Induction you should be able to understand the following:

- About YAT Engineering and Construction
- YAT Employees Duty of Care
- Mine Environment
- Citic Pacific's Site Policies and Procedures
- Mine Safety Rules
- Emergency Procedures



# About YAT Engineering and Construction

YAT Engineering and Construction (YAT) is an industrial engineering design and construction company located in Western Australia. YAT Engineering and Construction was formed in 2012 in Perth, Western Australia and has now expanded into the North West region of WA.

In 2012, YAT established an engineering design and drafting service division focussed on servicing Clients in the residential, commercial and mining sectors. Drawing from existing capabilities and previous experience a construction division was created in 2015. The engineering and construction divisions work together to specialise in structural, civil design and construction projects. A maintenance division also operates alongside the construction component of the company expertly delivering maintenance solutions to operational mine sites.



# YAT Mission Statement

To deliver exceptional design, construction and maintenance outcomes for our Clients through highly effective teamwork, communication and attention to detail. To exceed our Clients expectations.

‘To Design, Create and Surpass’

## OUR VALUES

### Teamwork

We work together towards our common goals  
We take responsibility and are accountable to our own roles  
We communicate with respect and honesty

### Commitment

We are committed to our people  
We are committed to continuous improvement

### Flexibility

We are able to accept and manage change  
We are highly adaptable, no job is too big or too small

### Safety

YAT staff take care of each other ensuring safe practices  
We want our Contractors and Clients to feel safe when working with YAT



# YAT Code of Conduct

## What is the YAT Code of Conduct?

The Code of Conduct incorporates a professional and ethical framework to ensure that all team members are aware of the required standards of behaviour at YAT Engineering and Construction with respect to complete related actions and activities

## Why have the Code of Conduct?

The Code sets the standards and guidelines in relation to behaviour at YAT Engineering and Construction

## What are the benefits of the Code of Conduct?

- Creating an agreed way of behaving and operating for the entire Company
- Company culture – team members know what is expected of them in terms of behaviour
- Good communication with team members having a framework to look up when faced with a difficult situation

**As a new team member at YAT Engineering and Construction you are expected to read and understand the Code of Conduct. Please see your Supervisor if you are yet to receive a copy of the Code of Conduct or need any clarity on certain aspects of the document.**

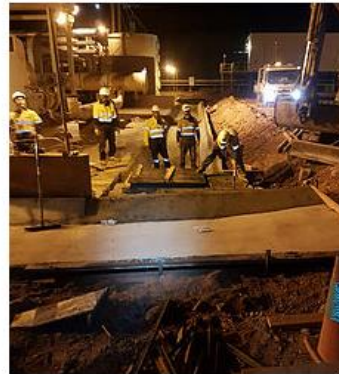


# YAT Engineering and Construction Scope of Work



## Structural Concrete Design and Construction

We offer everything from formwork, concrete pouring to complex steel fixing.



## Civil and Structural Maintenance

We are highly experienced in the maintenance field and pride ourselves on our high safety standards.



## Structural Steel Fabrication & Installation

We specialise in the fabrication, installation and modification of steel components.



## Management, Engineering Design & Drafting

We provide in house Structural/Civil Engineering and design that are forward thinking and innovative.

# YAT OH&S, Environment and Quality

## Obligations

YAT Engineering and Construction recognises its moral and legal responsibility to provide a safe and health work environment for Employees, Clients and Visitors. This commitment extends to ensuring that YAT operations do not place the local community at risk of injury, illness or property damage. YAT consider safety to be more than a compliance issue, it's about developing a culture of safety.

## Objectives

YAT Engineering and Construction will:

- Provide safe plant and systems of work
- Provide written procedures and instructions to ensure safe systems of work
- Ensure compliance with legislative requirements and current industry standards
- Provide information, instruction, training and supervision to Employees, Contractors and Customers to ensure their safety
- Provide support and assistance to Employees

YAT plans and monitors its operations to ensure that all goods and services provided will, as a minimum, conform to Client requirements

YAT back this assurance with the implementation of appropriate quality management systems which include the necessary inspections and tests and documentation that will provide evidence of compliance

The Company's quality system is based largely on pre-commencement planning and preparation and, when required, the preparation of a project quality plan

The Management of YAT is committed to the Company goal of Client satisfaction on each and every project it undertakes



## Duty of Care

### **YAT Engineering and Construction must provide:**

- A Safe work place, plant and system of work
- Adequate information, instruction, training and supervision
- Employees with adequate personal protective equipment
- Consultation and cooperation

### **YAT Engineering and Construction Employees (Project Personnel) must:**

- Maintain their own health and safety at all times
- Avoid affecting the health and safety of other colleagues
- Correctly use any personal protective equipment and clothing provided
- Not misuse or deliberately damage any safety equipment
- Report all hazards
- Report any injuries or harm to your own health and others
- Cooperate with YAT Engineering and Construction





## Hours for the Site

6.00am – 6.00pm  
On site fit for work

10.30am – 11.00am  
Smoko

2.00pm – 2.30pm  
Lunch

Site Identification cards are to be kept on you at all times  
Do not leave them in any vehicles as that vehicle may not be here when you require your card

No one is allowed to leave the site during working hours without notifying your Site Supervisor and signing the On/Off Register



**SECURITY**



# Site Specific Safety Communication Systems

A Pre-start Meeting is held at the YAT Yard each morning at 6.00am

A YAT Debrief Meeting is held each afternoon at the YAT Office for the Project Team

Toolbox Meetings are held every second week for the Project Team

Good To Go's are required to be completed after each Pre-start Meeting, Smoko and Lunch break.

A minimum of 3 times per day

## Site Specific Systems

Hazard Reporting

Good To Go

Safe Work Procedure

Risk Assessments and Job Hazard Analysis (JHA)



# Emergency Contact List

## YAT Emergency Contacts

Area	Name	Contact
YAT Supervisor	Thomas Cotton	0405 930 122
YAT Supervisor	Jason Green	0438 325 088

## CPM Emergency Contacts

Emergency Response Team and Paramedic	08 9178 3333 or 0488 700 342
Radio Channels	UHF CH122



# Emergency Evacuation



Evacuation Announced  
(Siren or other means)



Stop work, make safe work area,  
shut down all plant and  
equipment



All Personnel make way to the  
Muster Point



YAT Emergency Wardens on duty are responsible to ensure all personnel are evacuated  
to the Muster Point

Site Supervisors to account for all Personnel

All Personnel are to stay at the Muster Point



Await further instruction from YAT Emergency Warden



YAT Emergency Warden or delegate to respond and then contact Emergency Services

If the YAT Emergency Warden or emergency contact does not respond then the caller is  
to contact the Emergency Services direct

## Remain Calm

State your name and location

State the nature of the emergency eg. Fire, injury etc

How many people are involved and what injuries (if known)

Hazards that maybe encountered

Stand by for further instruction (do not end phone or radio contact)

Give assistance if required and able to do so



# House Keeping

House Keeping is very important so please remember the following:

**Keep access to work areas clear at all times**

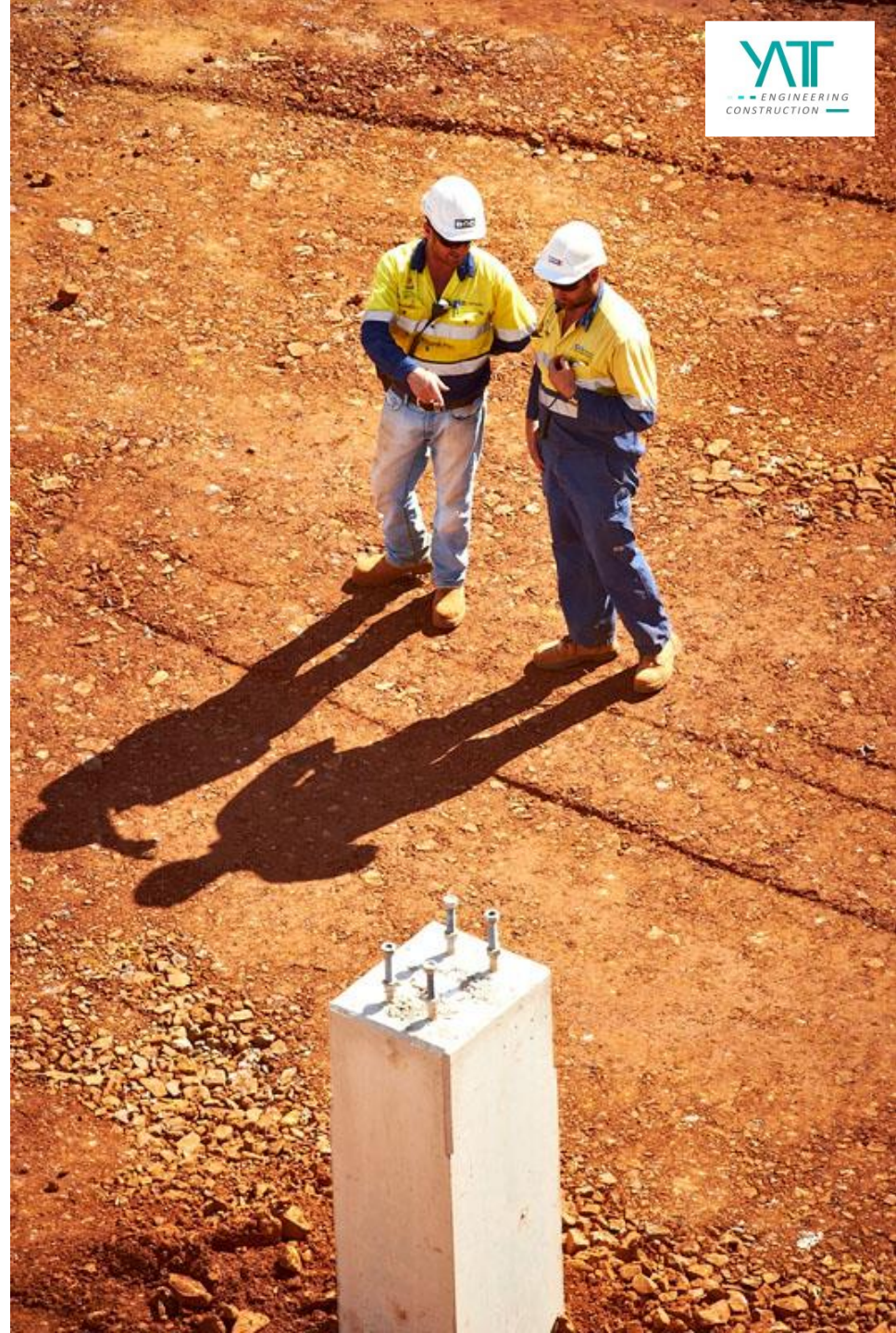
**Clear away rubbish regularly and don't allow it to build up**

**Store tools and equipment properly**

**Put unused materials back in designated areas**

**Keep your work area clean at all times**

**Clean up spills immediately**







**Safety  
First**

## Health and Safety Resolution Process

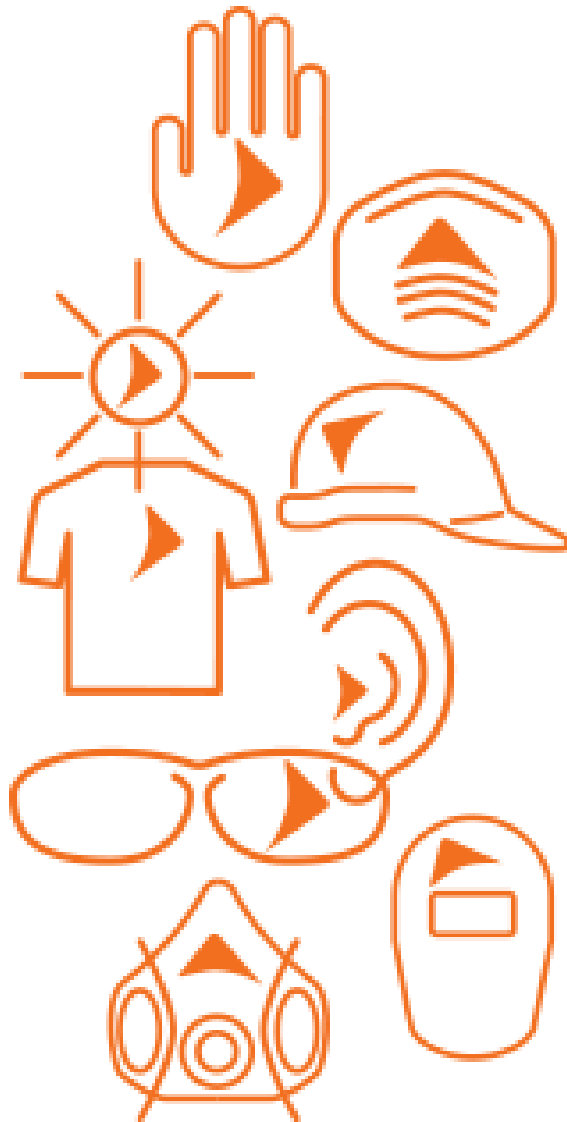
If there is a disagreement between you and your Site Supervisor over an unsafe situation or method of dealing with an unsafe situation, the work will cease until the matter has been resolved

If it cannot be resolved between the Site Supervisor and Employee/s, the matter is to be immediately referred to the Superintendent and the relevant Safety and Health Representative

If still not resolved, the Safety and Health Committee will meet to discuss the matter

The Safety and Health Committee will agree on whether an unsafe situation exists and, if so, determine how to resolve the issue

Where there is no agreement by the Committee an Inspector can be called to the site to assist in resolving the issue



# Personal Protective Equipment (PPE)

While on site YAT will provide you with the appropriate PPE to meet the minimum requirements.

Some areas may require additional PPE such as respiratory and hearing protection. These areas will be signposted. Gloves must be carried at all times and used for manual tasks.

## Minimum PPE includes:

- Safety Helmet
- Approved Safety Glasses
- High Visibility Long Sleeved Shirt with sleeves rolled down
- Safety Gloves
- Long Trousers
- Steel Capped Boots

**PPE is your last line of defence**  
**PPE must be fit for use and fit for purpose**  
**PPE must be in good condition and maintained**  
**PPE must not be modified or altered**  
**PPE must be worn where required**  
**PPE must be used correctly**



## Mandatory Signs Blue & White



Whenever these signs are encountered you must wear the appropriate  
Personal Protective Equipment

## Warning Signs Black & Yellow



Whenever these signs are encountered you must be careful. These signs  
are placed for your protection.

## Prohibitory Signs

Red, Black & White



These signs warn you of an immediate danger to yourself and others in the area.



## Emergency Information Signs Green & White



These signs are used to guide you in the event of an emergency

# Vehicles and Driving

If you have been authorised to drive an approved site vehicle, it is your responsibility to ensure that you complete the following at ALL times:

You must be VOC'd before you can drive

You must complete a Vehicle Prestart at the start of each shift and put the copy in your Supervisors tray or hand it to your Supervisor at the Prestart. If any issues are noted for repair they can be organised ASAP.

You follow all road rules and obey all road signs

You do not exceed the speed limits sign posted on site

You drive to the road conditions

You wear a seat belt

As a Driver it is your responsibility to ensure that all passengers are wearing their seat belts before you move off

Ensure the vehicle is fitted with an operational radio with Channel 12 and flashing beacons are turned on

You never drive while using a mobile phone

You never drive under the influence of alcohol or illicit drugs

Windows are kept up at all times whilst driving on site and the Air Conditioner is on re-circulate

You must stop at all stop signs and red lights, it is up to the Driver to be aware of the road conditions, failure to obey the road rules on site will result in disciplinary action



# Haul Road LV/HV Interaction

Before you can drive on or across any haul road that is not controlled by boom gates and a set of lights you must first be authorised to do so by the Registered Mine Manager.

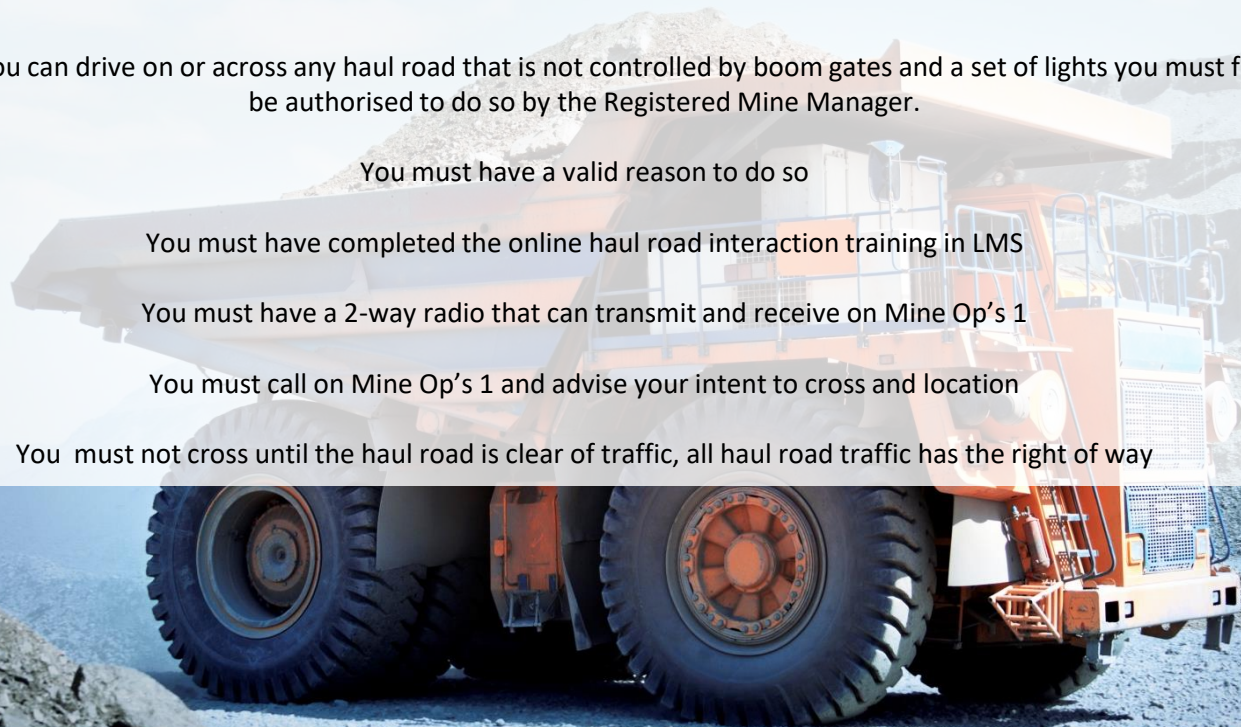
You must have a valid reason to do so

You must have completed the online haul road interaction training in LMS

You must have a 2-way radio that can transmit and receive on Mine Op's 1













You must call on Mine Op's 1 and advise your intent to cross and location

You must not cross until the haul road is clear of traffic, all haul road traffic has the right of way



# Fire Prevention and Protection

**Fire Extinguisher Type and Use Guide**

FIRE CLASS		 WATER	 DRY POWDER	 FOAM	 CO2	 WET CHEMICAL	 SPECIAL POWDER
Carbonaceous Materials 		✓	✓	✓	✗	✓	✗
Flammable Liquids 		✗	✓	✓	✓	✗	✗
Flammable Gases 		✗	✓	✗	✗	✗	✗
Flammable Metals 		✗	✗	✗	✗	✗	✓
Electrical Equipment 		✗	✓	✗	✓	✗	✗
Cooking Oils 		✗	✗	✗	✗	✓	✗

**Fire Extinguishers are for Emergency Response only and must not be used for any other purpose!**



## HOW TO USE A FIRE EXTINGUISHER



**P**ull the safety pin



**A**im at base of fire



**S**queeze the handle



**S**weep side to side

# Fire Extinguisher Inspection

**Accessibility** – Is the fire Extinguisher in a conspicuous and accessible area?

**Anti Tamper** – Is the anti tamper seal intact?

**Exterior** – Is the exterior clean and the instructions legible?

**Maintenance Record Tag** – Is the tag firmly fixed to the extinguisher?

**External Damage** – Is there visible damage to the cylinder?

**External Corrosion** – Check the exterior of the extinguisher is not pitted or damaged by corrosion.

**Outlet Hose Assembly** – Confirm the hose is securely fitted, free from obstruction, cracking or damage.

**Pressure Indicator** – Is the indicator legible and within operable range?

**Actuation Device** – Determine Actuation device is free from corrosion, moves freely and undamaged (do not discharge)

**Powder** – Invert extinguish and ensure powder remains free flowing, if the powder is compacted in the bottom of the extinguisher it may not flow when inverted – to loosen, turn the extinguisher upside down a few times.

**Failure of any of these tests will render the extinguisher out of service**





# Managing Heat Stress

Keep hydrated by monitoring yourself and adapt to working in the heat and humidity by:

Drinking plenty of water before, after work and during the day; Small drinks more often is better than big drinks less often

Have shade breaks

Alternate your work if possible so you are not constantly in the sun

Increase air flow

Drink water frequently

If you are feeling a head ache, heavy limbs, dizzy, nausea, irritable, move to the shade and drink more water. Advise your work colleagues and Supervisor if you do not feel better

Look after your colleagues and make sure they are drinking enough water

# Hazard Identification

## What is a Hazard?

Anything that has the potential to cause harm or damage to:

People  
The Environment  
Plant or Equipment

## What is Hazard Identification?

This is the process of identifying all situations or events that could eventuate in hard or damage to the person, environmental or property.

It generally involves consideration of the type of injury or illness possible and the situations and events that could create potential for the injury or illness.

## Hazard Identification Methods

A wide range of methods can be used for identifying hazards in the workplace and these can include:

- Injury and illness records

Review workers compensation data and sick leave records

- Workplace Inspections

Walk through surveys usually carried out by the Health and Safety Representative with the Supervisor

- Investigating workplace incidents and near miss reports

In some cases there may be more than one hazard contributing to an incident

- Feedback from Employees

They often can provide valuable information about hazards because they have hands on experience in the work area

- Up to date information

Such as manuals that come with equipment, information sheets on chemicals (MSDS), articles in the print media and the internet

- Liaising with similar workplaces

Safety alerts/notices from other organisations including Worksafe



# Job Hazard Analysis (JHA)

A JHA is required for ALL work

Break the job down into logical steps – involve the whole team in the planning!

The better you think about your task and put good information into your JHA the better chance you have of being aware and avoiding incidents.

- Identify hazards for each job step
- Decide appropriate controls for each of the hazards
  - Use alternative methods to further reduce risks
- Gain approval from your Supervisor for the JHA to be put into use
  - Controls must be implemented to be effective
- All team members to read and understand the JHA
  - All team members to sign onto the JHA
  - The JHA can be updated as necessary



**This guy needs a JHA!**

# Barricades and Cordons

Work areas in an operational plant can be hazardous working environments.

Great care must be taken to ensure people are kept away, giving caution or physical separation from the hazards in these areas.

Separation is achieved by either Barricading or Cordoning off the area.

Site minimum is the use of tape, however for all hazardous barricades, Eg. Drop Zones, Hot Works above or men working above hard barricades is the YAT minimum.

All barricades must have current information tags and signage to warn others of what the hazard is.







# REPORT ALL INCIDENTS

All YAT incidents are investigated and must be documented using the CITIC Pacific Mining Accident and Incident Report Form.

There is also CITIC Pacific Mining reporting procedures that must be complied with.

Incident investigation is conducted in order to prevent occurrence of similar incidents.

**Incident investigations are not an opportunity to blame**

All incidents including all electrical shocks must be reported immediately to your Supervisor.

In non-emergency situations if you require treatment for an injury you must be escorted to the site medic by your immediate Supervisor.



# REPORT ALL INCIDENTS

All incidents must be reported immediately to your Supervisor, these include but are not limited to:

**Hazards**

**Unsafe Acts**

**Near Misses**

**Property Damage**

**All injuries, including First Aid injuries**

Any concerns about work safety must be reported immediately

Any muscular twinges/spasms must be reported immediately

All reports are documented immediately and investigated as required



# Manual handling

Performed incorrectly, manual handling can put stress on the body and cause serious injury. The hazards involved occur when a person is required to lift, lower, push, carry or otherwise move, hold or restrain a load.



## INJURY MAY RESULT WHEN A PERSON:

- sustains or holds an awkward posture
- uses repetitive or sustained force
- uses high or sudden force
- performs repetitive movement without breaks
- lifts weights above their limit

## AS AN EMPLOYER YOU MUST:

- identify hazards
- eliminate the risks wherever possible
- minimise the risk by implementing control measures.
- maintain control measures and update procedures frequently so they remain effective
- constantly review risk control measures
- seek professional advice to avoid any potential injury to staff and costly claims

## AS AN EMPLOYEE YOU MUST:

- ensure you are aware of, and follow all policies or procedures your employer has in place
- take reasonable care for your own health and safety and do not place other workers at risk by your actions
- use correct lifting procedures
- use mechanical aids or team lifting
- comply with any reasonable instruction given by your employer or manager.
- be proactive in identifying and reporting potential hazardous manual handling tasks
- notify your manager immediately of any injuries or illness

# Electrical

Only authorised and qualified Electricians are permitted to carry out electrical maintenance work and repairs on site.

You are responsible for checking if your equipment has a valid inspection tag

Never use electrical equipment that has a missing or out of date tag

Always visually inspect tools and cords every time you use them

Always have electrical leads off the ground, use lead hangers or lead stands

**Portable electrical equipment must be inspected and tagged on a quarterly basis.**

**QUARTERLY  
COLOUR TAG**



**December - February**

**March - May**

**June - August**

**September - November**



# Working at Heights

## **Working at Heights definition:**

“ Is where the person can, or has the potential to fall from one level to another and injure him or herself. This includes the potential to fall through openings, into excavations, or from one level to another.”

**There is NO height minimum for working at heights at Sino Iron.**

There are 2 main risks relating to all tasks involving Working at Heights: Fall from height and falling objects

Many people are killed or injured each year from working at heights, many of these incidents could have been prevented by putting some simple controls in place

As you move around site performing tasks, the job you performed yesterday that didn't require you to WSAH might now require you to simply because you have moved a few feet or things have changed

Before commencing any Work At Height ensure that:

- All Personnel have been trained to Work At Heights
- You have been VOC's for Working At heights on this site
- The JHA stipulates all control measures and they have been implemented
- You have a Working At Heights checklist that has been signed by your Supervisor for the task being performed

# Working in Confined Space

## Confined Space definition:

“An enclosed or partially enclosed space that is at atmospheric pressure during occupancy and is not intended or designed as a normal place of work.”

Before working or entering into a Confined Space, please ensure that:

- All Personnel have been Confined Space trained
- A JHA for the Confined Space has been completed and authorised
  - A Rescue Plan has been prepared for the Confined Space
  - You have a trained Confined Space Entry
- The Confined Space has been gas tested before each entry
- The Confined Space Entry has an Entry Log Sign-On Sheet
- External ventilation is in place (required for cutting, welding, grinding, spray painting, sand blasting etc)
- The Confined Space Entry point is barricaded and signed when the confined space Sentry is not present
- A Confined Space Checklist is available to assess work areas which are Confined Spaces



# Hand Safety

Our hands are one of the most important tools we have and we use them for everything!

Imagine how you would cope if you lost one or both of your hands?

We use our hands to help us explore the world around us by touching and feeling everything. We use our hands often without thinking and this is when we can get hurt.

ALWAYS protect your hands by wearing the correct gloves for the task and remember to ALWAYS wear your gloves!

Never put your hands where they can be trapped or crushed.

**Stay focused and think before acting!**



# Hazardous Energy Control

When people interact with a source of hazardous energy the end result is often disastrous.

Hazardous energy is controlled by a well formulated process of isolation, locking and tagging.  
This process is often referred to as LOTO – Lockout Tagout

## Hazardous Energy Source Examples

- Live electrical lines
- Electrical capacitors
- Lasers
- Engines
- Moving parts
- Hydraulic lifts
- Pneumatic (air pressure) lines
- Springs

## What type of Injuries can occur?

- Electrocution from live electrical or moving mechanical parts
- Scalding from steam or hot liquids
- Chemical burns or exposure to chemicals
- Machinery deep cuts and lacerations
- Machinery crush injuries
- Machinery amputation

## When is LOTO required?

When servicing or repairing machinery or equipment that has the potential to be energized or started

Where there is the potential for an unexpected machinery start up or release of stored energy that could cause injury or damage





# Electrical Lockout Devices

## Warning!

Push buttons, selector switches and other similar devices are NOT considered Lockout Devices and must NOT be used as a substitute for the lockout devices.

## Out of Service Tags

Out of Service Tags are used to identify and to place faulty or defective equipment or machinery out of service in order to prevent possible injury or damage to plant or equipment.

Anyone can attach an Out of Service Tag to faulty or defective equipment.

All sections on the tag are to be completed correctly.

The person who has attached the Out of Service Tag must immediately inform his/her Supervisor why the equipment tag has been placed on the equipment.



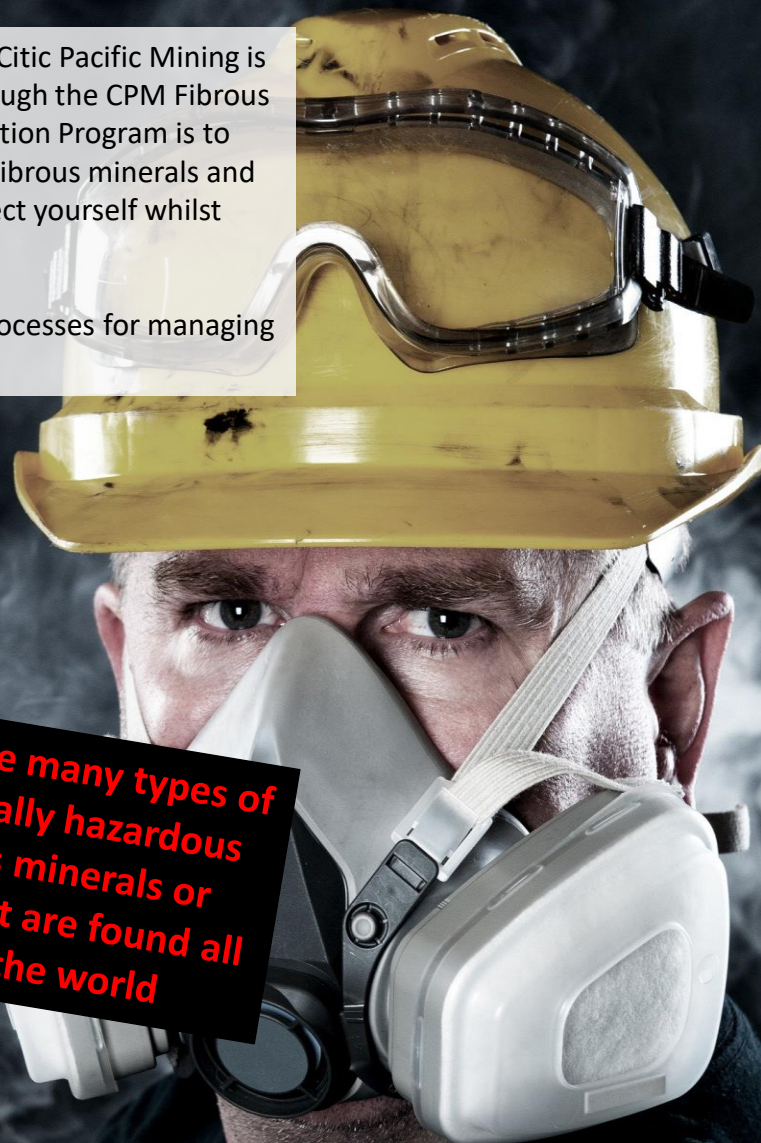
Sino Iron mine site as potentially harmful mineral fibre. Citic Pacific Mining is committed to fibrous minerals management on site through the CPM Fibrous Minerals Management Plan. This section of the Induction Program is to ensure that you are aware of the risks associated with fibrous minerals and how YAT will provide you with the best tools to protect yourself whilst working on this site.

It is very important that you follow all procedures and processes for managing fibre.

**Fibrous minerals is a general term for any fibre that occurs naturally**

**There are many types of potentially hazardous fibrous minerals or fibres that are found all over the world**

**Not all fibres are considered hazardous or dangerous**





## Where is fibre found on this site?

Extensive studies have identified fibrous minerals in our main source of ore on the mine site. Areas that have been confirmed or are suspected to contain fibrous minerals are marked as a designated area. A single designated area status applies across CPM operations.

When entering a designated area you must adhere to all signage and instruction. No person shall enter a designated area without: Completing a respiratory fit test and wearing their assigned mask.

## What can I do to protect myself?

All personnel must follow all safety procedures onsite. These procedures include information on: Wearing PPE, safe removal of masks, use, storage and maintenance of masks, being clean shaven at all times, decontamination and dust suppression.

# Respiratory Requirements

In accordance with Citic Pacific Mining's Health and Safety Procedure, all Personnel who are required to wear Respiratory Protective Equipment (RPE) must comply with the following requirements:



## Clean shaven requirement

Beard growth, long hair and facial features may prevent an adequate seal between the wearer's face and the fitting surface of Respiratory Protective Equipment (RPE)

To be considered clean shaven, faces must be clear of stubble or beards where the respirator makes contact with the skin

Employees shall not be fit tested if they have facial hair that interferes with the seal between the face and the respirator

Employees who are not clean shaven shall not be allowed to wear a respirator

Employees must not enter mandatory respiratory protection zones without an approved fit tested respirator

This requirement also applied to specific tasks that require respirator use in areas outside of Designated or P2 Areas



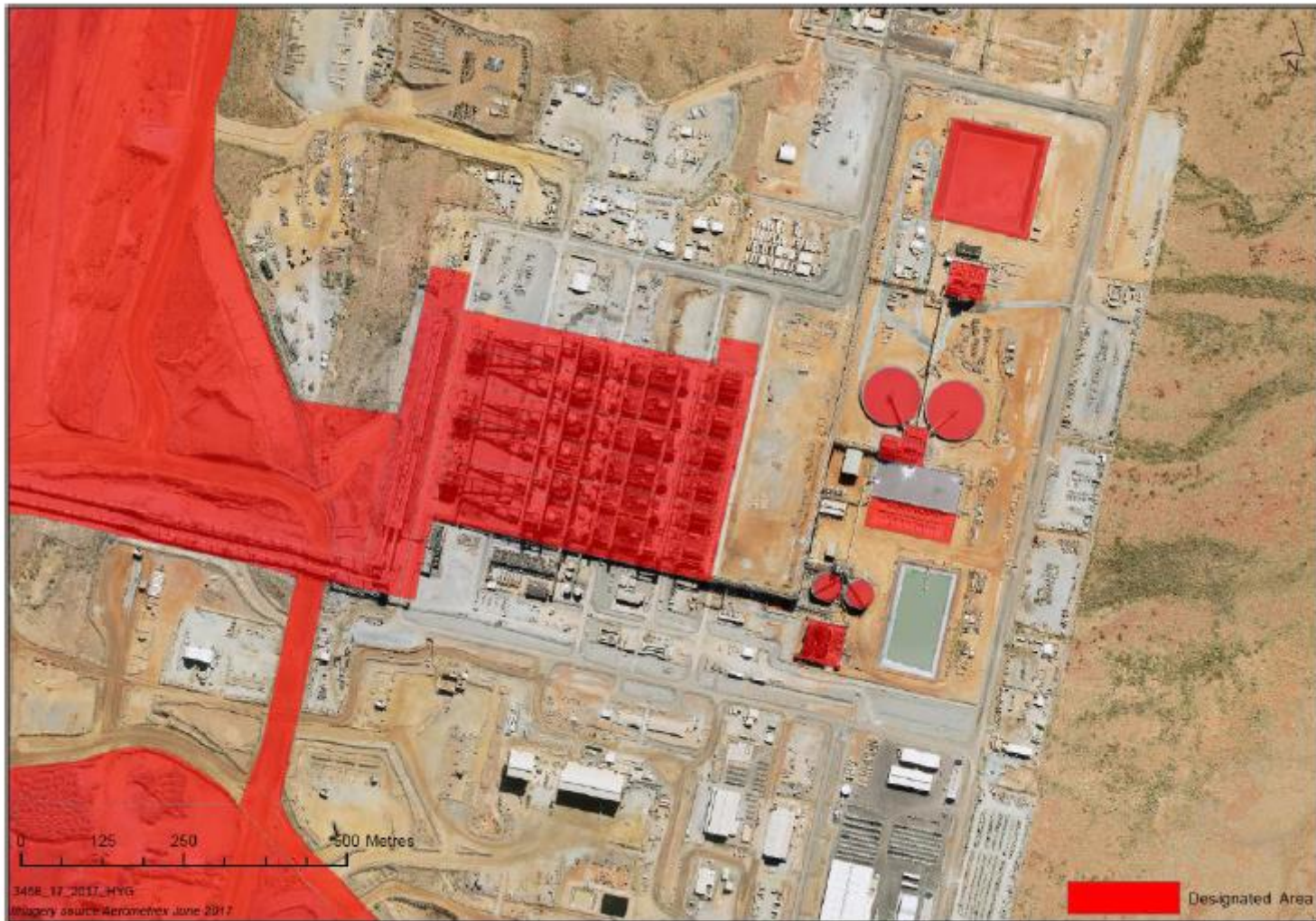
## Fibrous Minerals Designated Area Controls for respiratory protection equipment (RPE), bootwash, coveralls and decontamination

RPE "Mandatory site approved and fit tested"		Boot Wash "Upon Exit"	Coverall use (alternative to wet decontamination)		Wet decontamination (utilising decon units)
	<p>Non-disposable P2 half-face respirator must be worn at all times (PAPR may be used if approved by area management)</p>			<p>Coveralls can be used as an alternative to wet decontamination.</p> <p>As a minimum, coveralls must be worn in non HEPA filtered vehicles and crib rooms if wet decon is not carried out.</p>	 <p><b>Wet decontamination is always required after a full shift.</b></p> <p>Wet decontamination is required after a partial shift where there are visible signs of physical contact with dust, slurry or mud.</p>

### Designated Area Respiratory Protective Equipment (RPE) rules:

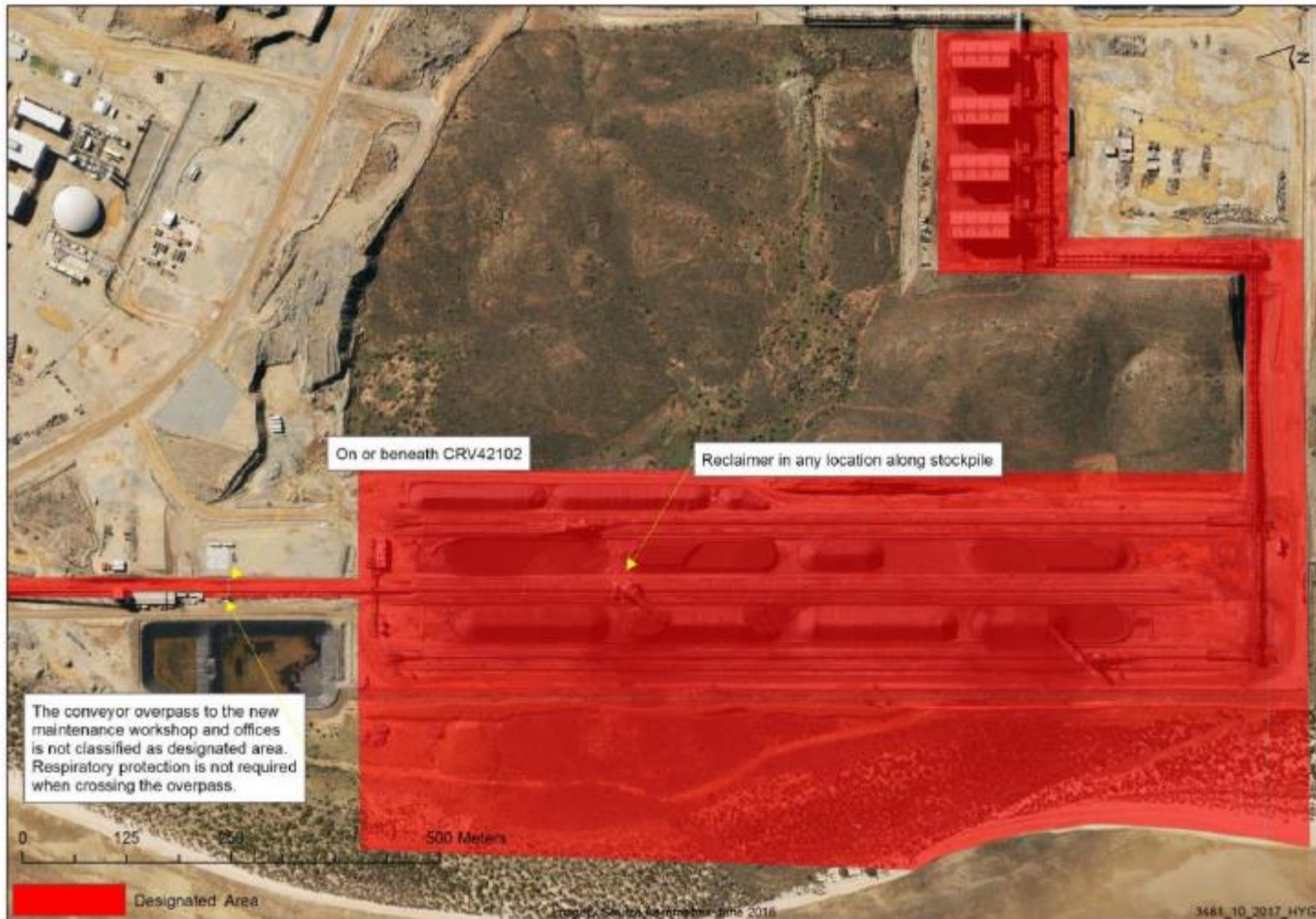
- All employees and contractors requiring RPE shall be quantitatively fit tested and retested annually.
- All employees and contractors approved to wear (loose fitting) Powered Air Purifying Respirators must be trained in its use.
- Disposable respirators may only be used in exceptional circumstances (i.e. VIP visits with brief access to designated area).
- Supervisors of work groups must supply details of workers entering the designated areas by completing the Designated Area Access form, in the existing format provided by the HSE Department. Completed forms must be emailed to [Hygiene@citicpacificmining.com](mailto:Hygiene@citicpacificmining.com) weekly.
- Operators of machinery or vehicles who enter designated areas must wear a non-disposable half-face respirator whilst inside the cab, unless it is protected with a site approved (DOP Tested) HEPA ventilation system.
- Boots must be decontaminated at the boot wash stations. Mobile boot wash stations must be maintained and cleaned daily.
- Coveralls must be breathable and meet CE Type 5 for hazardous particle protection. Washing the hands and face after coverall removal is also required.
- Contaminated materials shall be disposed of in the site-approved purple fibrous minerals waste bins.
- No contaminated machinery or equipment is permitted to leave the designated red area without decontamination.

## Designated Zone Maps Concentrator Area

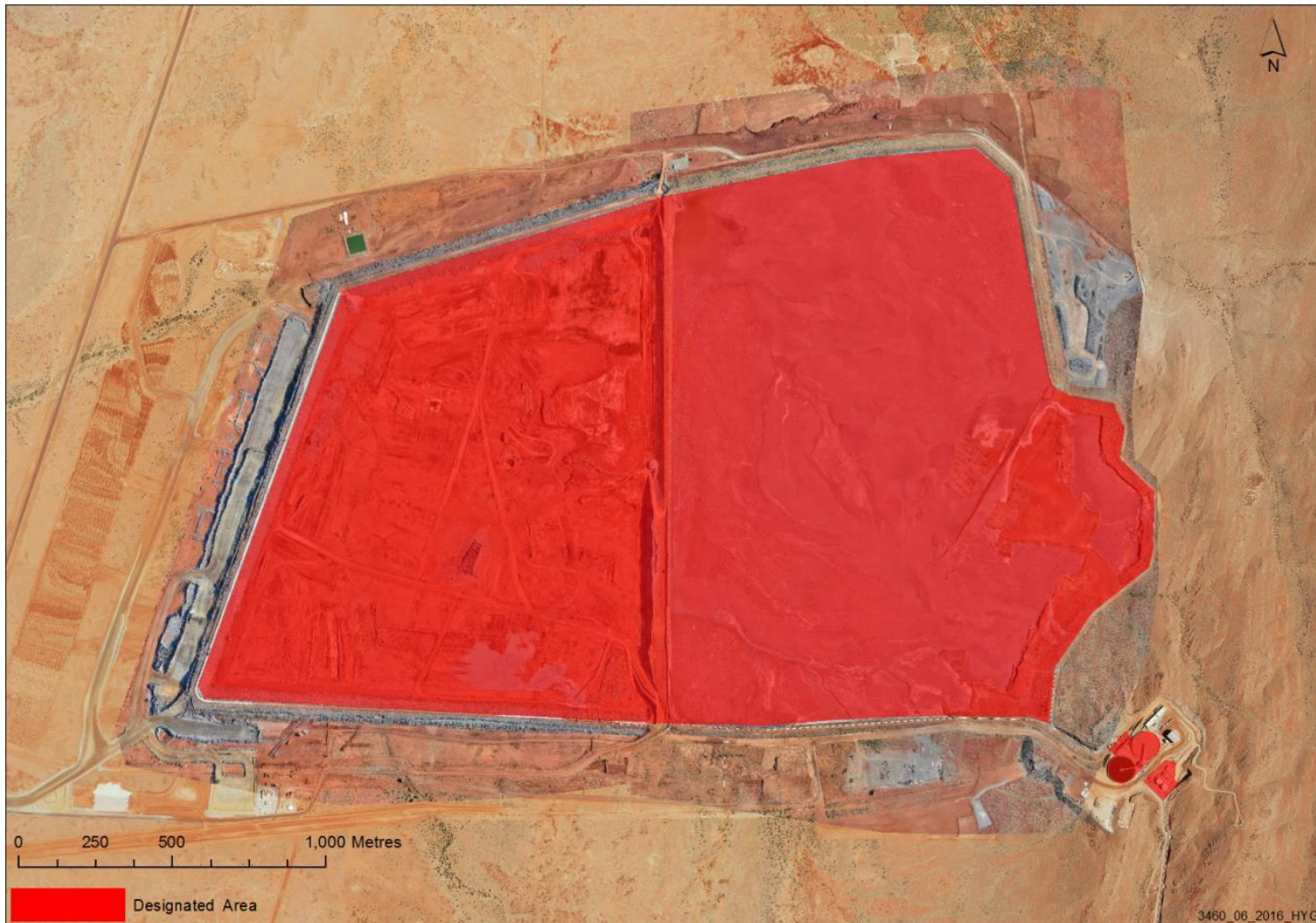




## Designated Zone Maps Stockyard and Conveyors



## Designated Zone Maps Tailings Storage Facility



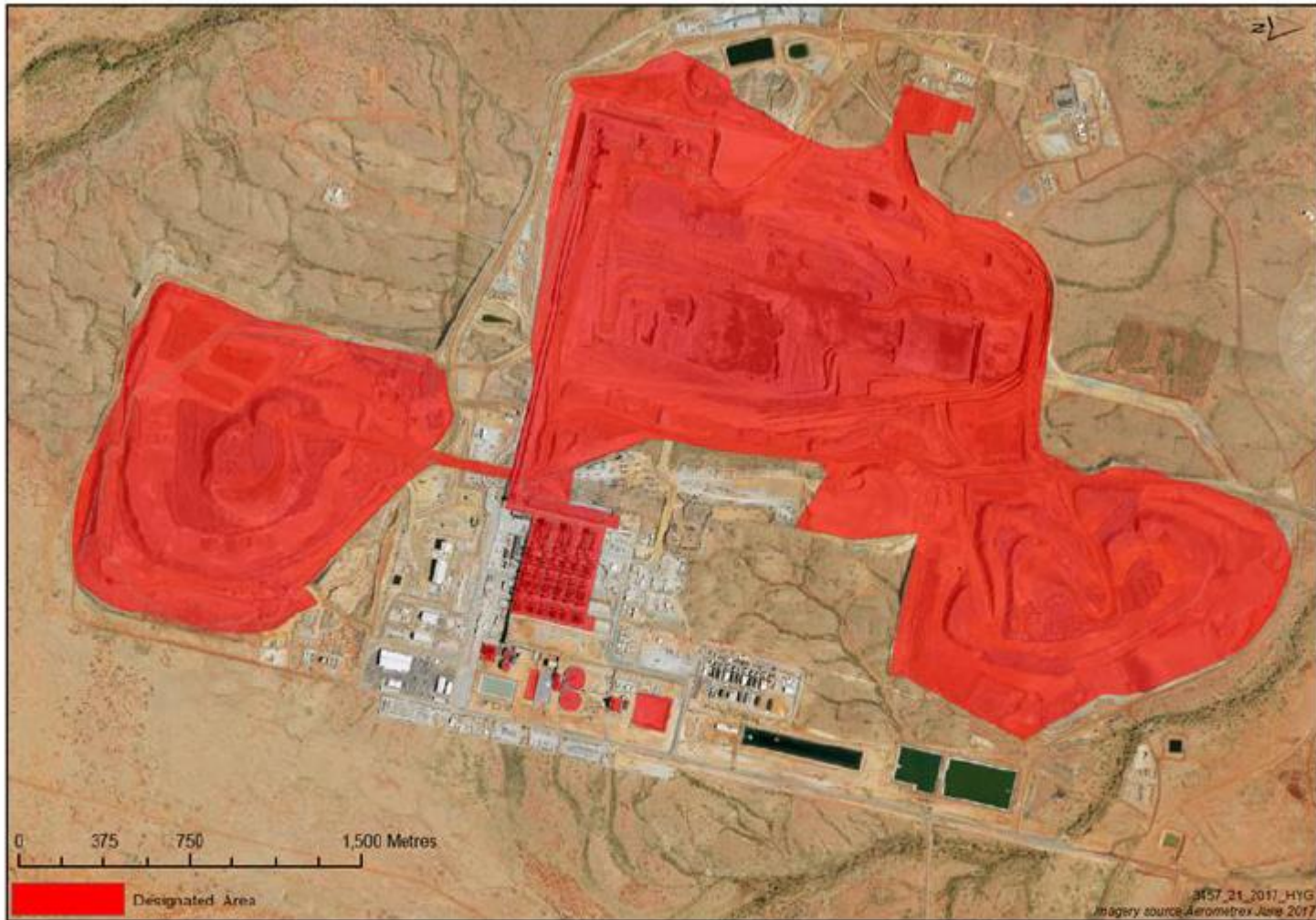


## Designated Zone Maps

### Cape Break Water and Filtrate Thickeners and Concentrate Storage Tanks



## Designated Zone Maps Pit and Concentrator Overview





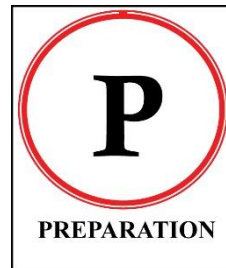


**Cyclone Season  
Information**



## Alert Status

### PREPARATION



A cyclone has formed off the coast and is less than 72 hours but greater than 48 hours away. Confirm your status and accommodation – are you being evacuated or are you staying on site?

- People may be instructed to leave site for early R&R
- People may be delayed when returning to site from R&R
- Non-essential people will be moved off site

If you are being evacuated – confirm your flights and ensure you arrive at your destination. Ensure that your Supervisor knows of your location at all times and you are aware of your requirements.

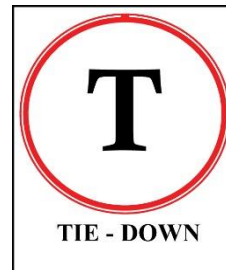
Villages will supply sufficient food, water supplies and ration packs to those who are staying on site.

All plant and equipment not intended to be used over the next 48 hours will be secured.



## Alert Status

### TIE-DOWN



Cyclone is less than 48 hours away from the project.

People will have been informed if they are remaining on site or being relocated off site.

All operational and construction activities will cease.

Personnel who are remaining on site are to assist with tying down all work areas, even areas that you do not work in. Hard hats with chin straps, safety glasses, safety boots and gloves must be worn at all times during this stage due to the increasing winds. JHA's will be drafted and will need to be adhered to in regards to the tie down process.

Once tie down has been completed all essential Personnel will return to the respective accommodation. Updates on the cyclones status will be televised over the camps TV Service.

Personnel are required to stay alert and be prepared. This includes Employees with accommodation within Karratha.

Alcohol sales in the wet mess will cease.

## Alert Status

### SHELTER



Cyclone is less than 12 hours away from the project.

A siren will signal when the SINO Cyclone Status has changed to SHELTER.

By this stage the site is secured and locked down.

All Personnel will either have been relocated off site or been sent to an Accommodation Village.

Personnel on site will be instructed to remain in their own accommodation or refuge centre until the all clear signal has sounded or you have directed to do so.



## **How will people on site be managed during a Cyclone event?**

For all SHELTER alert cyclone events people may either be evacuated or remain on site. You will be notified if you are being evacuated or remaining on site.

People must remain in their accommodation or refuge centre until instructed it is safe to leave

All IL4 cyclone rated rooms are identified with a GREEN sticker on the outside of the room

All IL4 rated village accommodation units and refuge centres comply with the Australian Standards for cyclone shelter.

## Alert Status

## ALL CLEAR



The threat has passed, inspections are conducted prior to returning to work.

The Cyclone Committee will announce the all CLEAR with caution status when the cyclone has passed and winds have abated to a point where it is safe to conduct surveys.

Sirens will sound at each village to advise when the status is all CLEAR.

All Personnel are required to proceed with caution and are not permitted to return to work or site until they are instructed to, by their Supervisor.

**Everyone must remain Fit for Work during cyclone events on site.**





**Any Questions?**