

Lost Time and Accidents Database (PROD) LTC1040 3.0.8 **Maintain Hours Worked And Lost Time** 19-AUG-2016

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**Mine**  
 Mine Code: M01760    Mine Name: OAKY CREEK    Company Name: THEISS CONTRACTORS

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**Reporting Period**  
 Period Start Date: 01-JUL-2016    Period End Date: 31-JUL-2016  
 01-JUN-2016    30-JUN-2016  
 01-MAY-2016    31-MAY-2016  
 01-APR-2016    30-APR-2016

**Hours Worked**  

Worker Type	Hours Worked	Average Number of Workers
E Employee		s.73
C Contractor		

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**Lost Time for a Reporting Period**    Days Lost    Days on Alternate Duties

Accident Id	Worker Name	First Day	Days Lost		Days on Alternate Duties		Worker Status	Incap.	Workcover Ref No
			This Period	Total	This Period	Total			

      

RTI DL RELEASE - DNRPM



Mine Name	Mine ID	Operator	Activity Type	Region	Activity Date
Oaky Creek Surface Operations	MI01760	Glencore Coal Queensland Pty Limited	Inspection	Central	11/05/2016

Vision: Our Industries Free of Safety and Health Incidents

## Mine Record Entry

***This report forms part of the Mine Record under s68 of the Coal Mining Safety and Health Act 1999. It must be placed in the Mine Record and displayed on Safety Notice Boards.***

***Note that inspection or audit activities conducted by the Mines Inspectorate are based upon sample techniques. It remains the primary responsibility of Mine Personnel to identify hazards, and risks associated with Operations and ensure those risks are at an acceptable level.***

**Site Safety & Health Reps Consulted:** RTI s78B(2) - Personal Information

Today I conducted a Structured Inspection on the Management of Contractors at Oaky Creek Surface Operations. During this process I was assisted by s78B(2) Health Safety and Training Superintendent. s78B(2) and s78B(2) also provided assistance. Currently the operation has three major contractor companies on site providing various support activities. They consist of coal and waste haulage, exploration drilling and maintenance activities.

The site follows the Oaky Creek Coal Standard for Management of Contractors. This standard covers all three Oaky Creek operations. A copy of this standard was provided and referenced during the inspection.

Each contract has an appointed contract owner who is assigned to manage the requirements of the contract. I explained to s78B(2) the importance of the Contract Owner being familiar with the contents of the standard for management of contractors, and the contract itself, in particular, any specific safety related requirements. This requirement was also discussed with s78B(2).

All contract employees undertake the site induction process and are subject to the site refresher training process. During the induction employees are made aware of their requirement to comply with the mines safety and health management system.

It is recognised that contract companies will on occasion need to provide work instructions for specialised work. These work instructions will need to be endorsed by the Site Senior Executive and then form part of the safety and health management system. Each of the work instructions must be read to ensure that they do not reference other mines safety and health management requirements and documents. Each work instruction must be supported by the relevant risk assessment. Before endorsing the work procedure, the Site Senior Executive must be satisfied that the work instruction enables the activity to be conducted with an acceptable level of risk. s78B(2) explained that each work instruction used by contract companies is on the Oaky Creek proformer.

The Standard for Management of Contractors and Work Authorisation requires that a preliminary risk assessment be completed to identify any high level risks that must be managed. s78B(2) discussed how this is applied to the activities he conducts. This is a valuable process and the site should ensure it is applied to all contract activities on site.

I spoke to s78B(2) about strengthening the process for ensuring risk assessments conducted by

contract employees is to an acceptable standard. The process must ensure that the risk assessment identifies all the steps in the task and identifies a person to ensure the required controls are implemented.

The process followed to ensure contract employees are competent to operate plant and equipment is achieved by following the requirements of the sites safety and health management system. Each contract employee has their own training file that is available electronically and in hard copy. Contract employees are subject to the mines refresher training requirements.

Contract supervisors can only be appointed after completing the site interview process. This is a documented process where their responsibilities and obligations under the legislation and safety and health management system is outlined. I also discussed the importance that all site supervisors understand that being a supervisor is just not about getting a pay rise. Good supervisors help ensure all workers go home to their families.

Plant and equipment bought to site by contractors are subjected to an introduction to site inspection. Maintenance of the plant and equipment is monitored by the site maintenance system. This process was explained to me in detail. The management team and supervisors conduct audits/inspection to ensure this process is complied with. The audits and inspections also focus on ensuring that pre-starts are conducted on plant and equipment.

The senior management team also conducted inspection/audits of the contractor work areas. I spoke to s78B(2) about developing audit tools against the requirements of the work instructions and standards used by the contractor. Scheduled audits also need to be conducted against the requirements of the safety and health management system.

The site has a very good process for ensuring contractor activities being conducted on a shift are conveyed to all relevant supervisors and the workforce. Contractor supervisor attend a meeting before the general pre-start meeting where their daily activities are discussed. It is a site requirement that all contract employees attend pre-shift meetings.

Following this process I met with s78B(2) Site Senior Executive to discuss the serious injury that occurred on site on 4 May 2016.

A contract employee was installing a breaker plate into the No 2 Breaker Barrel when the wire sling supporting the plate broke causing the plate to slide down inside the Breaker Barrel. The breaker plate has impacted a coal mine worker's RTI s78B(2) - Personal Information advised that the investigation was still underway and would forward a copy of his report on completion.

**Graham Callinan**  
**Inspector of Mines**  
**Central Region**