**Quarry Inspection Template**

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| **Quarry Name:** |  |
| **Lease Number(s)** |  |
| **Site Senior Officer:** |  |
| **Date Of Visit:** |  |
| **Personnel Involved:** |  |

| **No.** | **Requirement** | **Yes/ No/ NA** | **Action** |
| --- | --- | --- | --- |
| 1. | **GATE – (Signage)**[ ] Name of Quarry[ ] No Un-authorised Entry[ ] Safety Precautions e.g. announcing vehicles[ ] UHF Radio / Telephone  |  |  |
| 2. | **MAP**[ ] Map or Signposts directing visitors[ ] Prevention of people coming into contact with mobile machinery |  |  |
| 3. | **ROADS**[ ] Well graded[ ] Wide enough to allow vehicles to pass[ ] Edges effectively bunded (at least half the wheel height of the largest vehicle |  |  |
| 4. | **OFFICE**[ ] Signage “Visitors must report to the office”[ ] Sign In Book[ ] First Aid Kit, fully stocked[ ] Safety Notice Board for (Workers Compensation legislation, Improvement or Prohibition Notices, Mine Record Book Entries, Emergency Plan, Health & safety information)[ ] Procedure for notifying WorkSafe Tasmania of serious accidents and incidents[ ] Name of Mine Operator[ ] Name of Site Senior Officer[ ] Adequate number of workers trained in first aid[ ] Electrical gear tested, tagged and in date[ ] Emergency assembly points signposted and shown on a plan[ ] Mine Record Book – up to date and readily available |  |  |
| 5. | **FACILITIES**[ ] Clean Toilet[ ] Place to wash hands[ ] Clean Fridge[ ] Cooking Gear[ ] Food storage[ ] Drinking water provided[ ] Electrical gear tested, tagged and in date[ ] Fire Extinguishers, adequate number, tagged and in date |  |  |
| 6. | **FIXED PLANT (including mobile)**[ ] Fully Guarded (rotating machinery)[ ] Effective Edge Protection (prevent falls from height)[ ] Platforms in good condition[ ] Wooden planks (scaffold planks in good condition[ ] Emergency Stop Buttons painted red, prominently marked and easily accessible to operators[ ] Lockout System[ ] Fire Extinguishers, tested, tagged and in date[ ] Pre-Start Checks[ ] Planned Maintenance[ ] Hearing Protection Signage  |  |  |
| 7. | **MOBILE PLANT**[ ] Plant in good condition[ ] Brakes working[ ] Seats and Windscreen undamaged[ ] Fire Extinguishers, tested, tagged and in date[ ] Pre-Start Checks[ ] Planned Maintenance[ ] Seat Belt Use[ ] Reversing Alarms and Lights working[ ] Operator Levers labelled[ ] ROPs and FOPs protection fitted (where appropriate) |  |  |
| 8. | **PIT**[ ] Edges effectively bunded [ ] Bunds continuous[ ] Benches no higher than the reach of an excavator[ ] Benches well scaled[ ] Pit edge boundary fenced and signposted |  |  |
| 9. | **EXPLOSIVES**[ ] Documented Explosives Management Plan[ ] Explosives and Ammonium Nitrate securely stored and accounted for[ ] Magazines licensed by WorkSafe Tasmania[ ] Magazine and boundary fence signage[ ] No flammable materials around magazine[ ] Clearance distances adequate to prevent flyrock injuries[ ] Shotfirers and assistants hold shotfirers permits |  |  |
| 10.  | **WORKSHOPS**[ ] Electrical gear tested, tagged and in date[ ] RCDs tested and in date[ ] Air receivers tested and in date[ ] Flammable liquids stored safely and in small quantities[ ] No unlabelled containers of chemicals or any liquids[ ] SDS sheets should be up to date and available[ ] Eyewash facilities and in good working order[ ] Machinery guarded[ ] Overhead cranes inspected[ ] Forklifts in good condition[ ] Forklift operator(s) have high risk licence(s)[ ] Welding bays have good ventilation[ ] Gas cylinders are secured and flash back arrestors fitted  |  |  |
| 11. | **HOUSEKEEPING**[ ] Spare parts stored neatly[ ] Other materials in a laydown area[ ] Ignition sources segregated from flammable materials |  |  |
| 12. | **HEALTH**[x] Documented Dust Management Plan[ ] Dust controlled where practicable[x] Dust monitoring carried out to confirm dust levels[ ] Health monitoring (for workers) carried out if silica or asbestos is present in quantities greater than half the exposure standard1. [ ] Frequency -
2. [ ] Includes Spirometry Test
3. [ ] Includes Chest X-Ray

[ ] Product analysis at site for silica and asbestos [ ] PPE provided, maintained and used[ ] Audiometric testing carried out every 2 years1. [ ] Noise Survey carried out
2. [ ] Noise Monitoring carried out
3. [ ] Frequency -

[ ] Signage in areas where hearing protection and respirators are required[ ] Asbestos sheet present, if so, an Asbestos Register must be kept and the sheet well maintained |  |  |
| 13. | **COMMUNICATIONS**[ ] A system of communication for isolated work |  |  |
| 14. | **ELECTRICAL**[ ] Overhead power lines high enough to not pose a risk to equipment[ ] Buried cables shown on a site plan[ ] Electrical cabinets locked and do not contain rubbish or grease[ ] Electrical work carried out by a licensed electrician |  |  |
| 15. | **DUMPS and STOCKPILES**[ ] Workers are separated from falling material[ ] Edges are adequately bunded |  |  |
| 16.  | **HEALTH AND SAFETY MANAGEMENT SYSTEM (SMS) FOR TASMANIAN QUARRIES**[ ] Documented SMS[ ] Meets Tasmanian legislative requirements |  |  |

**Persons conducting the site inspection:**

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| --- | --- | --- |
| **NAME (print)** | **SIGNATURE** | **DATE** |
|  |  |  |
| **NAME (print)** | **SIGNATURE** | **DATE** |
|  |  |  |
| **NAME (print)** | **SIGNATURE** | **DATE** |
|  |  |  |

***Important:*** *This Template is provided to assist quarry operators to comply with the health and safety legislation relating to quarries. However, the Template does not include all health and safety duties applicable to quarries. Quarry operators should refer to the relevant Acts, Regulations and Codes of Practice to check that they are complying with their duties.*