**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** |
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| 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**  Documented Dust Management Plan  Dust controlled where practicable  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 standard   1. 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 years   1. 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** |
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***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.*