



Safety Management Systems

Personal Protective Equipment (PPE)

To ensure that personnel are afforded every reasonable protection from injury. Where work hazards cannot be completely eliminated, the company will provide employees with approved types of protective equipment to minimise any risk involved.

- a) Supervisors / Leading Hands and labour personnel will be consulted concerning the selection of PPE
- b) Jobs and working conditions will be surveyed to determine the possible hazards employees' face and where PPE is needed.
- c) All PPE purchased is to comply with the relevant Australian Standards and / or the requirements of New South Wales Legislation. Equipment should, wherever practicable, be issued on a personal basis and recorded as being issued and received.
- d) Supervisors are to brief employees, at the time of issue, of the legal and company requirements to wear, and the use of, the equipment whenever circumstances deem it necessary.

Safety and Training

To ensure that personnel at all levels throughout the organisation are provided with information, instruction and training to enable them to meet their O.H.S. responsibilities and to perform their tasks without risks to health and safety.

- a) There is an induction program for all employees which includes instruction in the company's OH&S policy and procedures.
- b) Managers and supervisors have received training in OH&S management principles and specific hazard control procedures.
- c) Information and instruction is provided for non-employees entering the workplace.
- d) There are designated persons available to the organisation with appropriate skills and experience to carry out the training requirements.
- e) There is on-going training to ensure comprehension, retention and effectiveness.
- f) There is documentation and records to support the training provided.
- g) There is a system to ensure compliance with any training requirements of relevant legislation, standards or codes of practice.

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Safety Management Systems (Cont'd)

First Aid

Dunn's Twin City Cranes undertake to provide adequate first aid facilities for the welfare of employees under the control of the company. Dunn's Twin City Cranes must accept responsibility to supply adequate first aid facilities for all employees including sub-contractors on the sites they control.

First Aid Kits stocked to cover the number of workers are available in vehicles, and all employees are made familiar with their location. The contents are checked regularly and are replenished as required.

First Aid treatments shall be recorded, so those trends can be observed and remedial caution, if necessary, taken.

Maintenance, Repair & Alterations

To ensure that plant is maintained, inspected and cleaned without risks to health and safety and when required, is repaired or altered in such a way that repairs or alterations will not present a risk to health and safety.

- a) Inspection and maintenance of plant & equipment is carried out in accordance with the "Servicing Schedule" and includes verification of safety devices and the requirements of any applicable safety legislation, standards and codes of practice.
- b) A "Plant Register" is maintained by the supervisor. The register shall include relevant details of inspections, maintenance, repair, alteration and current registration status. Plant required to be registered shall have a current certificate of registration.
- c) Maintenance, repairs and alterations shall be carried out by competent persons.
- d) Where applicable, items of plant shall comply with the requirements of relevant legislation.
- e) Procedure includes provision for unsafe plant to be withdrawn from service and management notified.

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