

Site Safety Sheet

Processing and Logistics - Chullora

Access

General Visitors

- Must be accompanied by a site representative at all times after signing visitors book.

No. 3 Conference Room Visitors

- Allows for unaccompanied access to ONLY No.3 Conference Room after signing visitors book via the green walkway only
- Amenities are located in the admin building, Factory & Conference room 3

Requirements

- Do not take short cuts through buildings.
- Always walk on the footpaths or walkways.
- Always stay well clear of all moving mobile equipment.
- Obey all safety signs

Office hours and after hours accesses via:

- Visitors Register located at Admin Office front desk
- Contractor Register which resides in the Maintenance Compound.

Opening hours

Office hours 8am to 5pm

Operation hours 6:00 am to 12:00 am. Fridays - 6.00 am to 2.00pm

Emergency response on hearing the **alarm**

- If the siren sounds make your way out of the building through the nearest evacuation routes.
- Once outside the building walk to the evacuation assembly points located next to the Woodshed and in front of Visitor Car Park.
- Wait at the evacuation assembly point until you are instructed by the DEC what action is required.

Accident or Injury

- Stay calm. If anyone is in danger of injury move them to a safe location.
- Only move the injured if;
 - They are in danger of further injury.
 - You can safely assist the person.
 - You have the correct safety equipment.
 - You are trained to rescue the patient.
- Personnel trained in first aid and will be able to provide assistance.
- Contact the Department Emergency Controller (DEC) identified by a red helmet.
- Site first aiders are identified by their YELLOW safety helmets and ID stickers.
- If you are injured at work, no matter how small the injury always tell your supervisor and your site first aiders.
- The first aid stations are located in:
 - Operations Office
 - Administration Office Building
 - Maintenance Office
 - Transport Offices

No smoking areas



Smoke Free Policy has been implemented in the following areas:

- All shared office space / buildings / toilet blocks
- Crib rooms
- Work vehicles (Company vehicles, Forklifts & Cranes)
- Control rooms
- Inside of Factory Buildings

PPE Requirements



Approved cut resistant gloves must be worn whenever performing any operational or maintenance tasks

PPE Factory Internal



Hi-Vis Long Sleeve Cotton Drill Clothing



Long Trousers must be worn



Safety Footwear must be worn in this area



This is a Hard Hat Area – safety helmets must be worn



Safety Glasses must be worn



Class 5 Hearing Protection



Safety Vest

PPE External



Enclosed Shoes must be worn



Safety Vest



Long Trousers must be worn

Restraining and Unrestraining Trucks/Loads



Hi-Vis Long Sleeve Cotton Drill Clothing



Long Trousers must be worn



Safety Footwear must be worn in this area



This is a Hard Hat Area – safety helmets must be worn



Safety Glasses must be worn



Class 5 Hearing Protection



Safety Vest



C3 Rated Gloves



Chin Strap

Walkways



Walkway – these should be used wherever possible. Visitors who have not been inducted must stay on these walkways unless escorted by a BlueScope Representative.



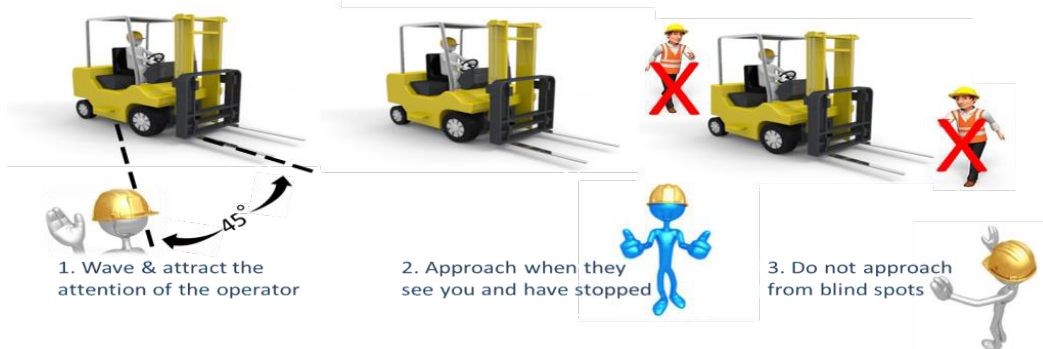
Pedestrian/Interaction – these markings indicate a mobile equipment interaction zone. This is an area on a walkway where mobile equipment or cranes may cross. All pedestrians must stop at these crossings and check that the path is clear of mobile equipment and that there are no cranes or mobile equipment approaching overhead before crossing. Pedestrians must give way to mobile equipment.



Workway – these workways are used by persons that work in the area where it is not possible to use a green walkway. Visitors who have not been inducted must only use these workways if escorted by a BlueScope Representative. Inducted persons who do not work in the area but need to access these workways should contact an area representative to ensure that it is safe to

Mobile Equipment

When you have to approach mobile moving equipment, always stay a safe distance (3 metres minimum). Attract the attention of the driver and only approach, when the forklift driver lowered the tynes and has turned off the forklift and has indicated it is safe to approach.



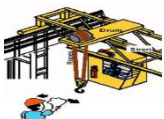
Mobile Equipment – Forklift Exclusion Zones



- No one shall be allowed in the exclusion zone on either side of the vehicle, during loading or unloading, (including truck drivers chaining loads).
- While the truck is being loaded or unloaded by a forklift, the driver must be standing in the Truck Driver Safety Zone designated by a green area outside of the forklift exclusion zone, and at least 3 metres from the operating forklift at all times.
- Driver Safe Zone – Truck driver can see and view the load from the Driver safe zone. Truck drivers are not permitted to leave the Driver safe zone while loading & unloading is in progress.

Overhead Cranes

When your vehicle (metal recycling, delivery truck, or other) has to interact with overhead crane, before entering into the bay, you need to follow the steps below :



1. Wave & attract the attention of the operator



2. Place "Yellow Man" on the walkway to stop thoroughfare



3. Proceed carefully with task



4. Remove the "Yellow Man"

Mobile Phone Usage

The following guidelines apply to the use of mobile electronic devices. Mobile electronic device use includes but is not limited to phoning, texting, emailing, viewing, gaming and web browsing.

- Mobile electronic devices should only be used for work or emergency purposes during work hours.
- Mobile electronic devices must be switched off and never used while driving any vehicle (including trucks, cars, forklifts and mobile equipment and/or operating production lines).
- Non-work related calls, texts and emails should be taken during meal breaks.
- For positions that require mobile electronic device use such as Shift Supervisor's, use the stop and stand approach. Firstly move to a safe location and then STOP and stand to use the device. A safe location is somewhere away from direct site hazards e.g. general walkway, office, meeting area, etc.

Site Hazards

- Moving Conveyors - Pinch Points
- Slitter blades - Lacerations
- High Noise Area – Hearing Loss
- Steps & Stairs– Falls
- Dusty Areas – Eye irritation
- Capstans – Collision and pinch points
- Looping Pits – Confined Space
- Dock way – Coil Loading / Unloading
- Collision and falls
- Scrap – Lacerations
- Steel Slits – Lacerations
- Mobile Equipment Movement – Crash/Crush
- Falling from heights
- Coil Storage – Crushes and falls
- Sheet Packs – Lacerations
- LPG – Fires, Spill & Explosions
- Strapping - Lacerations
- Oxy – Fires & Explosions
- Pallets – Bruises & Strains
- IsoRollG – Fires, Spill & Explosions
- Hydraulic Oil - Fires, Spill & Explosions
- Degreaser – Fires, Spill & Explosions
- Lubricant - Fires, Spill & Explosions
- Cranes – Falling Loads

Traffic Rules and Conditions

- You must follow the same rules as on public roads as well as the site requirements.
- Drivers must be appropriately licensed
- Drivers and passengers must wear seat belts.
- Drivers must obey all road signs and signals.
- You must not ride bicycles, skateboards or roller blades on the site
- The ring road around the factory is ONE WAY for all vehicles other than forklifts.
- The speed limit is 15km/h.
- Pedestrian crossings are marked green with yellow stripes. Vehicles have right of way
- Several speed humps are situated in the main driveway.
- Vehicular access to factory buildings is with approval only.
- Truck exit around loading area only on building site
- DO NOT GO THROUGH LOADING ZONE WHEN TRUCK IS IN THERE

