

SITE SAFETY RULES

Thank you for visiting our site.

While you are visiting our quarry we are responsible for your health and safety. These site rules summarise the work practices that apply to our quarry. The nominated company representative will read through this document with you and will discuss any issues that arise.

1. No person is to enter the site unless they have received a site specific induction or are accompanied by someone who has received a site specific induction.
2. All visitors to the site are to report to the SSE or site supervisor immediately.
3. All appropriate safety clothing and equipment is to be used as indicated by the signs on site or as indicated by the Safety Plan.
4. All employees are to be adequately trained and supervised for the work they are to perform and instructions are to be given on work methods and correct use of protective clothing and equipment.
5. The work site is to be kept free of safety hazards and potential hazards are to be safely cordoned off.
6. Any hazards are to be reported to the SSE or Site Supervisor immediately
7. Personnel are to be adequately supervised to ensure compliance with all applicable Acts and Regulations.
8. In the event of an emergency requiring evacuation, all personnel are to evacuate to the assembly point located at front gate.
9. First aid kits are kept in site office and SSE's vehicle.
10. Report accidents, injuries, dangerous occurrences, or near misses to the SSE
11. Plant and Equipment is to be maintained in a safe and serviceable condition.
12. Machinery is to be parked in an orderly fashion at days end.
13. The crib room is to be kept in a neat and tidy manner at all times.
14. The toilet facilities are to be maintained to a hygienic standard.
15. The safety of all is each and every person's responsibility. Please ensure every effort is made to achieve ZERO HARM

This document will be brought to the attention of all people entering the site.

Contractors & Visitor Management	Form 12A Rev 0	SSE:	Date:	Program 12 - P3
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DRIVERS' CODE OF CONDUCT

While carting for Summit Construction Materials Pty Ltd, including all associated sites, (herein referred to as 'The Company'), the driving behaviour of all employees/subcontractors is on display to the general public. The Company has made a commitment to the local authorities and the local community to perform our business in a manner which protects people, property and the environment. As such, all employees/subcontractors working for The Company shall adhere to this Code of Conduct.

1. All vehicles entering any site must be fully roadworthy and maintained. A representative of The Company may, at any time, inspect any vehicle or request maintenance records for any vehicle. Further, The Company reserves the right to prohibit any vehicle from the site if it is believed to not be roadworthy or safe to operate.
2. All drivers must obey all signs, directions and instructions and display respect and courtesy for other road users.
3. The use of engine brakes is prohibited in residential areas.
4. All drivers must operate within the realms of the law. This includes not carting in excess of the legal limits.
5. No maintenance or repairs to be performed on trucks within the quarry without the Logistic and Quarry Co-ordinator's approval.
6. No unnecessary use of radio systems so as to allow good communication on site.
7. All loads shall be covered with tarps and be secured. Drawbars, tailgates and side combing are to be cleaned of all material.
8. All quarry mobile equipment has right of way at all times.
9. You must remain in the truck cabin whilst being loaded unless directed by the loader driver.
10. All quarry safety rules, signs, directives, must be strictly adhered to.
11. The Company has a Drug and Alcohol Policy which includes random testing. If you refuse to be tested you will not be loaded.
12. Where a designated route is issued for cartage, it must be used.
13. Any accidents, incidents, or complaints that occur on or off site, must be reported to the Logistics and Quarry Co-ordinator as soon as possible.
14. Company trucks to be re-tared every six months and all other trucks to be re-tared every two months as a minimum.
15. Failure to comply with any of these directives, may result in refusal to load and /or future work with The Company.

For any issues that may arise while carting for The Company, please contact the Logistics and Quarry Co-ordinator.

I, _____ (print name) of _____
 have read and understand the Driver's Code of Conduct and hereby confirm that I will comply with the directives contained herein.

Signed: _____ Date: _____

Signed: _____