

**Key Control Data Sheet**

Procedure Number: RSK-PRO-KCD-063

Scope of Application: Ok Tedi Mining Limited

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Document Owner: Manager – OHS & Training

**Why is the Control Important** – Venomous creatures may present significant potential hazards to the health and safety of employees. Where there are clearly identified hazards related to venomous creatures, measures are established to either eliminate the natural habitat on site or take actions to control or ideally eliminate the venomous creatures. First Aid trained personnel, first aid kits and access to anti-venom (antidote) are keys to responding to a venomous bite that may lead to death if not treated in a timely manner.

Examples of hazards may include (depending on location):

* Snakes, spiders, scorpions: Bites
* Wasps, Bees, Ants: Allergic reaction (anaphylaxis) to a sting or bite.

**Exemption** – No exemptions permited.

**Operational Requirements**

## Performance Metrics

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| --- | --- |
| Work Instructions states that the area must be inspected prior start working. | Local venomous creature recognition program. All personnel are trained. |
| Control of vegetation program is in place and is carried out according to the schedule, includes places adjacent to the walkways, work and recreation areas. Dates are recorded. | Site personnel with First Aid skills (including treatment of venomous bites or stings) are assigned to each shift. Record of training is current. |
| Pest / Vector control program is in place and is carried out according to the established program. Dates are recorded. | Task specific PPE is worn related to venomous creatures. |
| Working Instructions states that at the beginning of every shift employees must inspect and shake their clothes and shoes to verify they are free from any venomous creatures. | Employees with known potentially life-threatening allergic reactions (anaphylaxis) to venomous stings or bites carry an epinephrine auto- injector and advise Supervisor of condition. |

## Utilisation

Used where there is actual or potential presence of venomous creatures like snakes, spiders, or insects on site.

## Safety Critical Defeat Requirements

No defeats permitted.

## Testing & Verification

Local venomous creature recognition training program must be audited as part of the annual HSE auditing cycle.

Supervisor on a monthly schedule reviews the control of vegetation program and pest control program to verify compliance with the scheduled program.

Supervisor on a weekly bases reviews reports of venomous creature encounters.

## Maintenance

Screens, windows and doors, are inspected and maintained to ensure its integrity every six months and this is included in the preventive planned maintenance.

First aid kit materials are inspected to identify and replace any medications or materials that have expired or need to be replenished.

## Training & Competency

Employees must be trained and assessed competent in:

* Local venomous creature recognition program and what actions to take when venomous creatures are encountered.
* First Aid training, including how to treat bites, stings, etc.
* Task specific PPE.

**Task Requirements**

The following are the key day to day requirements operators/maintainers and supervisors must follow to ensure the control is being used correctly.

## Task Requirements

|  |  |  |
| --- | --- | --- |
| No. | Supervisor | Operator/Maintainer |
| 1 | Verify pest / vector control programs are being followed according to the established program. | Verify the working area before commencing the task. |
| 2 | Verify all screen on doors and windows are in place. | Verify all screens on doors and windows are in good conditions and report to Supervisor when they are damaged and need to be replaced. |
| 3 | Confirm every employee is trained in local venomous creature recognition program. | Report to Supervisor the presence of venomous creatures in the area. Move to a place of safety, if safe to do so. |
| 4 | Confirm First Aid trained employee is present every shift and provide first aid kits and replenish as required. | Wear task specific PPE related to venomous creatures. |
| 5 | Provide task specific PPE related to venomous creatures. | Verify aid first kit is complete according to the list of materials. Report to Supervisor when first kid is not available or not complete. |
| 6 | Provide task specific PPE related to venomous creatures. | Report to Supervisor or First Aid trained employee any contact with venomous creatures as soon as it occurs. |
| 7 |  | Inspect and shake clothes and shoes to verify they are free from any venomous creatures. |

## Skills Requirements

First Aid skills include treatment of venomous bites or stings and administering anti-venom.

## Permits

Not applicable.

## Task Specific PPE Requirements

Special task specific PEE may be required related to activities in proximity to venomous creatures.

## Special Task Related Tooling

No additional requirement.

**Design Requirements**

## Design Standard

Not applicable.

## Safety Parameters

Not applicable.

## Design Life

Best before date must be checked for every medicine/vaccine/anti-venom in the First Aid Kit and must be replaced when required.

## Safe Separation

Not applicable.

## Special Requirements

No additional requirements.