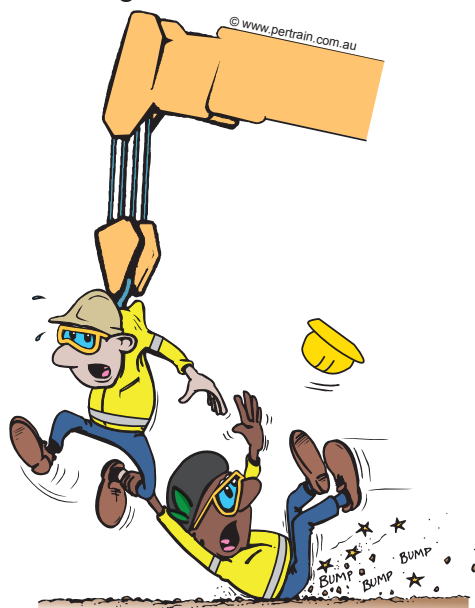


NOVEMBER SAFETY THEME: UNPLANNED MOVEMENT

Unplanned movement of plant, equipment or equipment components is a major cause of injury and equipment damage at OTML. Unplanned movement may include:

- Load shift or load loss
- Loss of control during operation, e.g. skids, equipment runaway, rollover
- Unexpected start-up or movement of equipment during inspections or maintenance, e.g. equipment not adequately isolated
- Access to moving parts, e.g. rotating cylinders, articulation points
- Equipment failure, e.g. jacks, hoists, hydraulic cylinders on attachments, brakes, wheels, tyres
- Movement after park-up, e.g. equipment NOT fundamentally stable.

The other major hazard in relation to unplanned movement of equipment is when personnel enter an operational area without the equipment operator knowing.



WHAT ARE THE RISKS?

The most serious consequence of unplanned movement of plant, equipment or equipment components is death.

Other risks include:

- Injury - crush injury, amputation, broken bones, lacerations, etc
- Equipment damage
- Load damage
- Production loss.

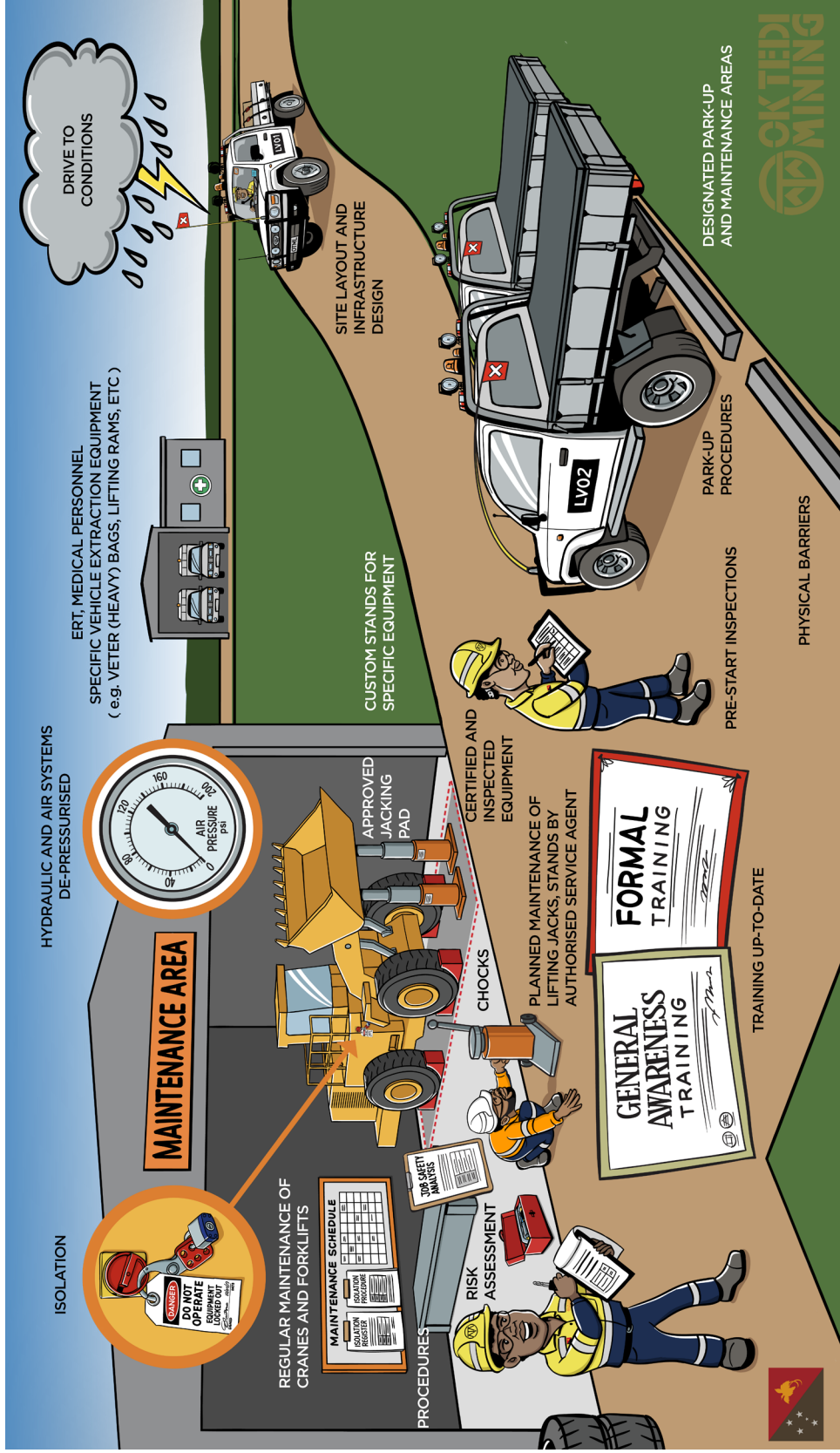
HOW CAN WE CONTROL THE RISKS?

Correct isolation of plant and equipment can prevent unplanned movement.

Isolation requires that the energy source is disconnected or locked off and actions are taken to ensure a person can not unexpectedly re-energise the equipment and start / move it. This is usually by way of a lock and tag placed on the main isolation point - LOCK OUT TAG OUT.

Other controls include:

- Establishing and adhering to restricted access areas / No Go Zones around operating equipment
- Machine guards
- Ensuring parked equipment is fundamentally stable (on level ground, park brake applied, in correct gear, attachments lowered to the ground) before leaving the cabin
- Using wheel chocks and V Drains to prevent movement particularly on uneven ground
- Ensuring loads are correctly secured by only qualified people
- Inspecting equipment, including checking wheel stud indicators to ensure wheel nuts are tight and wheels are securely attached
- Regular equipment inspections and servicing in accordance with the manufacturer's guidelines
- Driving / operating to conditions.



Be the CONTROL not the HAZARD

1. Be trained, competent and authorised for your work.
2. Follow procedures, or if no procedure in place do a JSA.
3. Isolate equipment by locking out and tagging the isolation point.
4. Depressurise hydraulic and air systems.
5. Chock wheels.
6. Only use certified and inspected lifting jacks and stands.
7. Check the rated load capacity of lifting equipment.
8. Conduct maintenance only in designated areas.
9. Always do a prestart on equipment.
10. Drive/operate to conditions.
11. Park in designated areas.

For more information watch the [Unplanned Movement Video](#) on the [OTML IMS Portal](#).

OPERATOR / EMPLOYEE

- Am I competent and authorised to operate, drive or undertake maintenance work on equipment?
- Have I checked that cranes and forklifts are maintained in accordance with the maintenance schedule?
- Prior to starting any maintenance work, have I obtained the relevant work procedure, or if no work procedure is in place have I taken part in a Job Safety Analysis (JSA)?
- Have I crossed referenced the isolation register and procedure, and isolated the equipment by locking and tagging out the isolation point?
- Have I ensured that the hydraulic and air systems on the equipment have been depressurised?
- Have I chocked wheels to prevent forward and backward movement of equipment?
- Am I using certified and inspected hydraulic lifting jacks and static stands?
- Have I checked to ensure the rated load capacity marked on stands or jacks is not exceeded?
- Am I aware that I must only carry out planned maintenance on an approved jacking pad located within the designated maintenance area?
- Do I always do a prestart inspection before driving a vehicle or operating equipment?
- Do I park vehicles and equipment in the designated park up area in accordance with park up procedures?
- Am I aware of the site layout and infrastructure design and do I always drive to conditions?

SUPERVISORS / SUPERINTENDENT

- Are all persons fit, competent and authorised for their assigned task?
- Are cranes and forklifts maintained in accordance with the maintenance schedule?
- Are work procedures followed, or if no work procedure is in place is a Job Safety Analysis (JSA) completed before commencement of maintenance work?
- Is the isolation register and procedure being crossed reference and equipment being isolated with a lock and tag on the isolation point?
- Are hydraulic and air systems on equipment being depressurised ?
- Are wheel chocks available and wheels being chocked to prevent movement of equipment?
- Are certified and inspected hydraulic lifting jacks and static stands available and are these being serviced by an authorised service agent in accordance with the maintenance schedule.
- Is the rated load capacity marked on static stands and hydraulic lifting jacks and not being exceeded?
- Is planned maintenance carried out on an approved jacking pad within designated maintenance areas?
- Are prestart inspections being conducted prior to operation of all vehicles and equipment?
- Are vehicles and equipment parked in designated park up areas in accordance with park up procedures?
- Are physical barriers installed in park up areas to prevent unplanned vehicle/equipment movement?

MANAGERS / GENERAL MANAGERS

- Is a maintenance schedule/program in place to ensure that cranes and forklifts are maintained and lifting jacks and stands are certified, inspected and serviced by an authorised service agent?
- Are work procedures available for maintenance tasks?
- Where procedures are not available is a process in place for doing a risk assessment (JSA) before the task?
- Is an Isolation Register in place and available for cross referencing to ensure equipment is correctly isolated?
- Are all personnel aware of the locking and tagging procedure for isolating equipment?
- Is a procedure in place to ensure hydraulic and air systems on equipment have been depressurised?
- Are resources available to prevent unplanned movement or vehicles and equipment, e.g. wheel chocks, physical barriers in parking areas, etc.
- Is there a process in place to ensure that the rated load capacity marked on static stands and hydraulic lifting jacks is not exceeded to prevent overloading or stressing equipment.
- Is all planned maintenance conducted on approved jacking pad located within the designated maintenance area?
- In an event of an unplanned movement incident, is specific vehicle extraction equipment such as pressure bags and lifting ramps available from the emergency response team?