



# Operational Control



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This guide outlines the minimum requirements for workers, including contractors to ensure that commissioned work activities are conducted safely and effectively. Workers are expected to integrate these criteria into their Health Safety Environment Quality (HSEQ) management systems and plans. As a minimum, Indara anticipates evidence of adherence to these criteria in workers' HSEQ management systems and plans.

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## **WORKPLACE FACILITIES AND ENVIRONMENT**

Effective measures are in place to maintain workplace facilities and environments in a clean, safe, and orderly condition.

Adequate resources, tools, personal protective equipment (PPE), emergency response, and first aid equipment are available and appropriately reviewed.

Supervision levels match the nature of tasks and associated HSEQ risks.

Relevant plans and documents related to the scope of work are accessible at the workplace.

## **EQUIPMENT AND MATERIALS**

Equipment, tools, and materials are stored securely when not in use to prevent unauthorised access.

Safe access routes to and from the workplace are established and maintained.

Measures to prevent unauthorised access during and outside work hours are implemented.

## **COMMUNICATION AND CONSULTATION**

Safe work practices, risk assessments, Safe Work Method Statements (SWMS) for high-risk construction work, and risk controls are documented, communicated, and accessible at the workplace.

Documents communicated are understood by all workers.

Pre-start or pre-shift meetings are conducted before commencing work.

Necessary permits for work, site access, infrastructure, and road closures are obtained in compliance with relevant legislation and codes of practice.

Effective consultation, cooperation, and coordination among involved parties are ensured for safe workplace operations.

A well-defined process is in place for halting and reevaluating tasks when unforeseen changes occur.

Workers follow the agreed incident reporting process.

Proposed changes affecting health, safety, or the environment are consulted and documented.

## **EMERGENCY RESPONSE AND SIGNAGE**

Site-specific emergency response plans are developed, communicated, and understood by workers.

Signage displaying the principal contractor's name, contact number, and emergency numbers comply with AS 1319 standards.

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## CONSULTATION AND ISSUE RESOLUTION

Consultative arrangements and issue-resolution processes are developed, documented, and communicated in consultation with workers.

## HIGH-RISK CONSTRUCTION WORK

An HSEQ management plan is available on-site.

All high-risk construction work is identified, and specific, relevant, and concise SWMS are documented, consulted, and communicated to on-site workers.

Workers involved in activities detailed in the SWMS sign onto the relevant SWMS.

SWMS controls are implemented, regularly checked, and effective.

In cases where work deviates from the SWMS, work is halted immediately, and it recommences only after the site supervisor, along with relevant personnel, reassesses and updates the SWMS to ensure safe completion.

By adhering to these operational control measures, all persons contribute to maintaining a safe and productive environment at Indara. Workers are required to provide evidence of compliance with these criteria as part of their commitment to safety and quality work practices.

## DOCUMENT CONTROL

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