



## OP 0.00.005 – Stop Work Conditions

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# STOP WORK CONDITIONS



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### Objective

The objective of this procedure is to identify work conditions that, if undertaken or continued, would result in unacceptable human health or environmental impacts (commonly called stop work conditions) and to set out the steps that are to be taken if a stop work condition arises.

### Scope

Independent inspections to monitor compliance with this procedure will be undertaken during all day and night work shifts at the Port of Esperance involving tasks associated with the Esperance Port Bulk Bag Shipment Risk Management Plan, which includes but is not limited to the following activities:

1. Cleaning the bulk bags and loading them into the container
2. Transportation of the containers to and from the designated container laydown area.
3. Cleaning of equipment / storage areas involved in the packaging / storage of lead concentrate.
4. Transportation of the loaded containers from the designated container lay down areas to Berth 2
5. Loading of containers onto ships.

### Accountabilities

Managing Director	Approve and endorse the requirements of this procedure at the corporate level.
General Manager (Site Operations)	Approve & endorse at a Senior Management level (Operational)
Manager - Metallurgy	Ensure sufficient resources & training are adequate for full compliance of this procedure
OSHE Manager	Establish, manage and maintain the induction, training, and monitoring databases. Co-ordinate the auditing process at the prescribed intervals.
Superintendants	Ensure compliance & training requirements are in place & directly monitor this procedure, document & report any required changes to the procedure
Supervisors	Directly supervise all operators/contractors to ensure full compliance of this procedure
Operators	Be familiar & trained & carry out this procedure as per the requirements
Contractors	Be familiar & trained & carry out this procedure as per the requirements

### References

### Relevant Legislation

None



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### Relevant Guidelines and Codes

AS/NZS ISO 19011:2003, Guidelines for quality and/or environmental management systems auditing

### Associated Procedures

Job Hazard Analysis

Reporting Procedure

Real Time Dust Monitoring Procedure

### Attachments

None

## MANAGEMENT ACTIONS

Stop Work Conditions		Compliance (Y/N)
	Stop work if auditing conditions are breached, and the key objective of this procedure is compromised.	
2	Stop work if it becomes evident, at any stage of the works, that procedure(s) and / or risk management controls are not effectively preventing impacts to human health and the environment.	<input type="checkbox"/>
3	Stop work if there is a significant change in the work scope that necessitates additional activities, not provided for in any procedures.	<input type="checkbox"/>
4	Stop work if extreme, unexpected conditions are experienced during the packaging of lead concentrate that may result in human health and environmental impact.	<input type="checkbox"/>
5	Stop work if an incident occurs that results in an injury and / or environmental impact.	<input type="checkbox"/>
	Stop work if real-time dust readings, outside lead shed, are above <b>200µg/m<sup>3</sup></b> (over a 5 minute averaging period).	
<b>Notification if Work is Stopped</b>		
6	1. If a stop work condition is identified, the Magellan Site Operations Manager or his designate will be notified verbally. 2. The Magellan Operations Manager, Magellan Department Managers, Magellan OSHE Coordinator and the Esperance Port Authority will all be notified via email with justification provided.	<input type="checkbox"/>
7	If a condition is breached and work is not stopped, as requested by the independent Inspector, then the Department of Environment and Conservation (DEC) will be notified.	<input type="checkbox"/>
8	The stop work incident, its explanation and corrective actions will be reported to stakeholders in the daily and weekly report by the independent auditor, in accordance with the <b>Reporting Procedure</b> .	<input type="checkbox"/>
<b>Recommencement of Work</b>		
	The stop work incident needs to be appropriately documented and explained	
	Stop work conditions identified above are no longer preventing the work from proceeding safely	
	If necessary, corrective measures are to be implemented and documented	
9	If there is a requirement to modify procedures and / or implement new procedures then a job	<input type="checkbox"/>

Management reserves the right to change these procedures without notice in order to ensure the health & safety of any individual or situation.

