



Quality matters

A newsletter for Gusher employees & subcontractors

No 27 – December 2010



Federal Safety Commission accreditation

Under the Australian Government Building and Construction OHS Accreditation Scheme, Gusher Pty Ltd was accredited for a period of up to three years with the Federal Safety Commission. At the end of this period (September 2010), Gusher applied for re-accreditation.

Part of this process was desktop and site audits. These were extremely intense and included topics such as:

- legal requirements
- hazard identification risk assessment & control
- emergency preparedness & response
- measurement & evaluation
- incident investigation & corrective action
- health & safety management systems audit
- senior management commitment
- integration of design issues
- whole of project consultation
- management of subcontractor ohs
- project performance management
- training arrangement
- working at height
- electrical
- mobile plant & establishment



In order to comply with the requirements, new procedures and practices were developed and implemented on site. Gusher is proud to announce it passed the accreditation process with a new Federal Safety Commission Certificate of Membership on display at the Gusher office.

Some of the changes implemented will have an impact on subcontractor site requirements.

Safe work method statements

Safe work method statements must be carried out for all work on Gusher sites. Part of the process is for all subcontractors to include all workers in a toolbox talk on the safe work statement. Evidence must be able to be produced that everyone took part in all aspects of risk identification, assessment and control process by producing a signed toolbox talk record.

Gusher project supervisors and compliance manager will carry out regular safe work method statement checks throughout the project to ensure the documents accurately reflect on-site practices. Where anomalies are found, statements must be updated to reflect practices and the changes communicated to all workers on the site.



Working at height

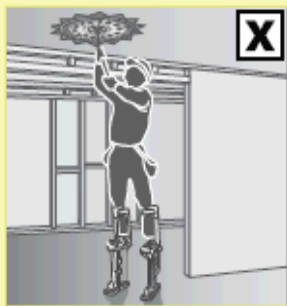
Working from ladders and the requirement for three points of contact at all times is an ongoing issue in the construction industry. In most cases this is impossible. Platform ladders are a practical and effective option, and most can be folded for transport or storage. Gusher has been using a number of these platforms and the feedback is that they are an acceptable and safe alternative to ladders.



A commercially available step platform provides a safer alternative to a stepladder – especially where the task involves extended periods working at height or restricted vision (such as welding or other hot work). The step platform is extremely stable and provides a much larger work surface than the stepladder. Some models are collapsible.

Stilts and similar devices create further hazards and are not to be used on Gusher sites. All scaffolding used must be erected as per the manufacturers' recommendations with edge protection in place at all times.

Hazard: Worker using stilts

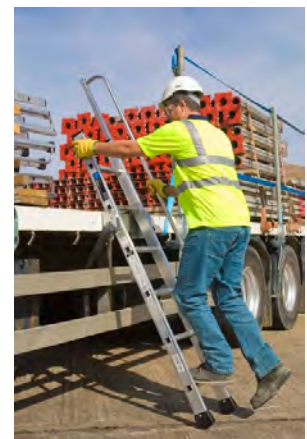


The use of stilts raises a worker's centre of gravity, making the worker much more unstable and prone to tripping, overbalancing or falling through openings in floors or walls. Guardrails are usually not designed for people on stilts, and will not protect the user from falling. Workers sometimes use an unstable support, such as a stepladder to put on stilts, exposing themselves to the hazard of falling.

For more information on working at heights, the codes can be found at the following links:

National Code of Practice for the Prevention of Falls in General Construction –
<http://www.safeworkaustralia.gov.au/ABOUTSAFEWORKAUSTRALIA/WHATWEDO/PUBLICATIONS/Pages/CP200804PreventionOfFallsInConstruction.aspx>

National Code of Practice for the Prevention of fall in Housing Construction –
<http://www.safeworkaustralia.gov.au/ABOUTSAFEWORKAUSTRALIA/WHATWEDO/PUBLICATIONS/Pages/CP201005PreventionOfFallsInHousingConstruction.aspx>



Mobile plant

All mobile plant brought on to a Gusher site must have a current plant risk assessment. The assessments need to identify specific aspects of the plant, and controls must be plant related. Operator behaviour is NOT included in a plant risk assessment. If relevant, include this in a task safe work method statement.

- All mobile plant brought on to a Gusher site must have a pre start inspection specific to the type of plant. Records of its completion must be produced when requested.
- Any subcontractors or workers operating mobile plant need to provide a current copy of their drivers licences and or training they have received to operate the plant.
- Warning devices must be fitted to the plant and be in good working order
- Records of the plant's last service must be provided to Gusher.
- All earthmoving equipment to be fitted with compliant rollover protection and seat belts
- Plant safe operating instructions that document service, maintenance and inspections must be kept with the plant and produced when requested.

These are mandatory requirement for all plant. A verification process will be carried out on site to ensure all mobile plant meets Gusher requirements. Now is the time to check all records and ensure the paperwork is up to date before the next project.

Any subcontractor having difficulty with plant risk assessments can contact any of the people or organisations listed below for 'fee for service' assistance.

- Matrix Compliance Management NT – Ph 898942 3423
- Jack Ellis – Ph 0417 089 528
- Total Safety Solutions – Rob Hangan Ph 0407 798 212



Great idea!

Gusher administration officer Bronwyn Barnes has been busy in the office working on the licensing requirements for all Gusher's vehicle fleet.



Each item has its licence requirements identified on the key ring to act as a reminder that operators need this type of licence to drive this item.



Bronwyn has also created wallet size checklist to keep in your pocket.

Inductions

The requirements of each job site will depend on the induction requirements, but it is mandatory for them to be completed before work starts.

Spotless and Gusher both have their own induction processes that are subject to third party audit. This means every worker and subcontractor must complete both company's inductions.

White card (construction industry induction)

Sample NT White Card.

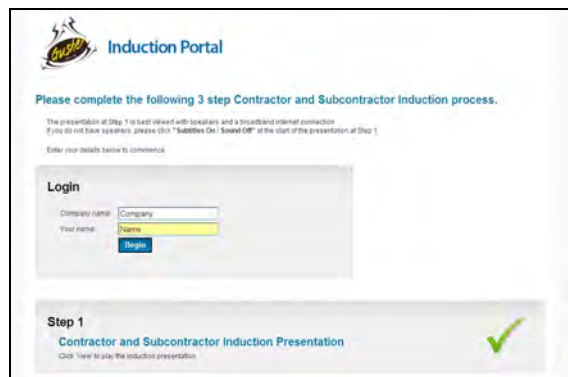
OCCUPATIONAL HEALTH AND SAFETY		NORTHERN TERRITORY
CONSTRUCTION INDUCTION		
DATE OF BIRTH 01/01/1990	ISSUE DATE 11/11/2009	
CARD NO. 0000-0000	RTO NO. 0900	
WORKING ACROSS BORDERS		
The card holder has met the requirements of National Occupation Health and Safety Induction for Construction Training.		
If this card is found please return to: NT Worksafe, GPO Box 1277, Darwin, NT. 0801 Or Call 1800 019 115		

A construction industry induction white card is mandatory to meet NT Worksafe and Gusher OHS requirements.

A copy must be provided for Gusher's records before starting work.

Gusher company induction

This induction was revised in 2010 and also is a mandatory requirement before starting work at any site or project. See <http://www.gusher.ourintranet.com.au/induction/>



The Gusher company induction is addressed in a structured manner using a set of induction handbooks and a presentation.

The induction is available online and can be completed by subcontractors before attending the site, or at Gusher's Darwin office

Gusher site inductions

Any person who enters an area where construction work is being performed must read and understand the site-specific rules provided by the principal contractor (or a representative), or be accompanied by the principal contractor or a person who has been given a site specific induction for the workplace.

A refresher Induction will be required by subcontractors if they do not work on the project for three months or the project site has changed significantly presenting new or revised hazards.

Spotless company induction

See <http://spotlesscontractors.e3learning.com.au/>

At right is a copy of the Spotless certificate that is issued after the successful completion of the company induction.

A copy of this certificate is required to be provided to Gusher.



Spotless site specific inductions

Each base or project has its own specific site induction requirements that also must be completed.

Message from the new Spotless SME coordinator

My name is Lauren Strang and I have recently been appointed Spotless small to medium enterprise (SME) coordinator. I have been with the company for nine months, previously holding a position at the Robertson Barracks office.

My role as the SME coordinator is specifically to ensure that our sub contractors are complying with Spotless standards. This means corresponding with sub contractors to guarantee that inductions, base passes and qualifications are up to date. With more than 80 different businesses doing works for us, this can be a colossal job.

The most enjoyable part of my job is to ensure that our subcontractors are happy and to offer guidance about many areas of your Spotless contract.



Of course, safety is a priority. I work closely with the Spotless risk and compliance manager keeping check of sub contractors to ensure they are working safely.

When it comes to inductions, there are very strict rules that need to be adhered to. These rules are passed on from Defence and it is an important part of your contract with Spotless. Every inductee must supply the following:

- Spotless online induction certificate. This must be renewed every 12 months,
- Site specific induction for each base that you intend to visit,
- A copy of your current drivers licence,
- Attend airside familiarisation training. This is compulsory for anyone working on a RAAF establishment; however it is recommended that you do the training even if you are working on other bases. This training session is held monthly and needs to be renewed every two years. If you have not done this training, or need to renew, please see your admin staff.
- Copies of your qualifications. This is a new request that will be implemented in 2011. You will need to provide things such as trade qualifications and safety training accreditation (working at heights, confined space, etc).

By now you should all have received Spotless induction cards. These must be worn at all times when you are on base. If you are working on a RAAF establishment, your card must state that you have completed the airside familiarisation training. If your card needs to be updated, please see your admin staff. Starting in 2011, you will be required to show your Spotless induction card when entering any defence establishment.

At any time, please don't hesitate to contact me with any questions you may have.

Lauren Strang
8923 5735 or 0410 220 269

Construction Industry Code Compliance

The National Code of Practice for the Construction Industry (the Code) and the Australian Government Implementation Guidelines for the National Code of Practice for the Construction Industry, reissued June 2009 (the guidelines), apply to all Gusher projects. By agreeing to undertake works on Gusher projects, subcontractors will need to undertake the Code Compliance Assessment.

This assessment looks at the industrial instrument of your workplace. The assessment can be carried out online and is a straightforward tick the appropriate boxes. A letter of compliance will be posted to the applicant. A copy of this must be submitted to Gusher as part of the prequalification requirements. Gusher's compliance manager will check this is done along with any other missing prequalification information.

More information available at <http://www.deewr.gov.au/WorkplaceRelations/Policies/BuildingandConstruction/CodeAssessmentOnline/Pages/Disclaimer.aspx>

If completing this assessment seems a bit daunting, the NT Chamber of Commerce offers a fee for service to complete it for you. Contact the chamber's human resources department on 8982 8130.

Closing for Christmas



**Mick, Janice and the Gusher team
would like to wish everyone a
Merry Christmas and Happy New Year.
Gusher will be closed from Thursday
afternoon December 23 to
Monday January 10.**



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