

Santos



Life Saving Rules and Fundamentals

POCKETBOOK



The rules that save lives

Name

Safety Fundamentals

No work is to be undertaken without implementing these fundamentals, which are the foundation for any work activity

1. PLANNING

Work has been well planned, scope defined, task documentation developed, correct equipment identified, and competent personnel engaged. Alternatives to high-risk work have been considered.

2. PRE-START SAFETY BRIEFING

Work does not start without a safety discussion where all individuals involved confirm they can follow the relevant Life Saving Rules.

3. PEOPLE

People are trained, competent and authorised to undertake the work and use equipment. Everyone is fit for work – not fatigued and free of alcohol and drugs while working.

4. EQUIPMENT

Equipment is fit for purpose, maintained and in working condition.

5. BARRICADES/ EXCLUSION ZONES

Any necessary barricades, signage, exclusion zones (including LUEZ) are confirmed in place prior to commencement of work.

6. EMERGENCY RESPONSE

Before work starts, emergency response actions and equipment are clear and understood by all involved.

7. PPE

Personal protective equipment is worn in accordance with the risk assessment and the worksite requirements.

Everyone has an obligation to stop work that is unsafe or when circumstances change. Make safe and re-assess.

Work Authorisation

Work under a valid permit when required



- I have confirmed if a permit is required
- I am competent and authorised to undertake the prescribed work
- I have applied the appropriate planning and notification requirements
- I understand and abide by the nominated permit conditions, hazard controls and hold points
- I understand and follow critical procedures which apply to my task
- I have obtained authorisation before;
 - disabling or overriding safety equipment
 - entering a barricaded area

Work must not start or continue unless everyone involved confirms these controls are in place.

If not, stop work and report to your immediate supervisor.

Driving

**Wear your seat belt,
drive to conditions and
do not use any mobile
device while driving**



- I confirm vehicle is fit for purpose before use
- I always wear a seatbelt
- I do not exceed the speed limit and reduce my speed for road conditions
- I do not overtake in dust or reduced visibility
- I do not use phones or operate devices, even in hands free mode while driving
- I am fit, rested and fully alert while driving
- I follow journey management requirements
- I confirm loads are properly restrained and within Gross Vehicle Mass (GVM) limits

Work must not start or continue unless everyone involved confirms these controls are in place.

If not, stop work and report to your immediate supervisor.

Energy Isolation

Verify isolation and zero energy before work begins



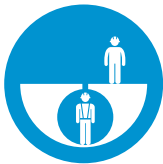
- I have identified all energy sources
- I have verified the isolation methods are fit for purpose
- I have verified the correct plant/equipment has been isolated as required
- I have witnessed or self-demonstrated that an effective try test has been performed before commencing work
- I will verify that all work is completed and required authorisations are obtained before removing or altering isolations

Work must not start or continue unless everyone involved confirms these controls are in place.

If not, stop work and report to your immediate supervisor.

Confined Space

Obtain authorisation before entering a confined space



- I confirm the confined space has been isolated from all energy sources and connected equipment/piping
- I confirm the atmosphere has been tested and is monitored and there is a ventilation plan in place if required
- I check and use my breathing apparatus when a safe atmosphere cannot be maintained
- I confirm there is a dedicated standby person to monitor conditions and communicate with workers
- I confirm a documented rescue plan is in place
- I obtain an authorised Confined Space Entry Permit and sign the entry log before entry

Work must not start or continue unless everyone involved confirms these controls are in place.

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Lifting Operations

Follow safe lifting operations. Do not walk under a suspended load.



- I confirm the lifting operation has been planned and a documented lift plan prepared where required
- I have authorisation to conduct a lift over live plant
- I confirm that the equipment and the load have been inspected and are fit for purpose
- I confirm maximum weight and dimensions of the load is known and is within the rated capacity of the lifting and rigging equipment
- I confirm separation distances from hydrocarbon and electrical services determined and maintained
- I obey exclusion zones established during truck loading/unloading activities (LUEZ)
- I never position myself under a suspended load
- I maintain positive communications with everyone involved in the operation

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Hot Work

Control flammables and ignition sources



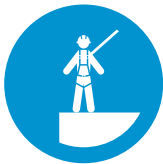
- I obtain an authorised Hot Work Permit
- I have identified and controlled all ignition sources
- Before starting any hot work, I confirm;
 - all permit conditions have been implemented
 - flammable materials have been removed or isolated
- Before commencing hot work in a classified hazardous area, I confirm;
 - a pre-start gas test has been completed
 - continuous gas monitoring is in place
- I confirm vehicle entry requirements are followed for facilities/satellites/leases

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Working at Height

Protect yourself against a fall. Prevent dropped objects when working at height.



- I confirm the work activity has been planned and documented
- I inspect my fall protection equipment before use
- I confirm controls are in place to prevent falling objects including securing tools and materials
- I obey barricades, exclusion zones and signage
- I always tie off to suitable anchor points while outside a protected area
- I confirm a rescue plan, procedures and equipment are in place before work commences

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Excavation

Plan excavations to avoid contact with buried services



- I confirm an excavation plan has been approved for scope, location and methodology
- I obtain an Excavation Permit where required
- When conducting mechanical excavation;
 - I will positively identify hazardous underground services within 5m of the excavation site
 - I maintain 300mm exclusion zone from any underground services
- Before entering an excavated area;
 - I determine if it is a confined space and apply controls for confined space entry
 - I confirm it is structurally safe to enter

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If not, stop work and report to your immediate supervisor.

Working in the Heat

Rest, recover and rehydrate when working in the heat



- I have completed the heat stress awareness training before hot season
- I comply with agreed work/rest cycles
- I confirm availability of shade or cool refuge
- I advise my leader if I am affected by illness, medication or fatigue
- I maintain and monitor my hydration
- I regularly monitor myself and my workmates for signs of heat stress

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The rules that save lives

Follow the Life Saving Rules so that everyone gets home safely