

# Life Saving Rules Pocketbook

September 2021



## The rules that save lives

Name

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# Responsibilities

<p><b>Workers</b></p>	<ul style="list-style-type: none"> <li>+ <b>Know</b> the LSRs</li> <li>+ <b>Discuss</b> the LSRs in pre-start safety briefings</li> <li>+ <b>Comply</b> with the LSRs</li> <li>+ <b>Stop the job</b> if LSRs are not or cannot be complied with</li> </ul>
<p><b>Supervisors</b></p>	<ul style="list-style-type: none"> <li>+ <b>Check</b> workplan to confirm LSRs can be complied with</li> <li>+ <b>Support</b> team to check all LSRs controls are in place prior to work</li> <li>+ <b>Explain</b> compliance is expected at all times</li> <li>+ <b>Reinforce</b> stop the job authority</li> <li>+ <b>Verify</b> LSR compliance</li> </ul>
<p><b>Managers and senior leaders</b></p>	<ul style="list-style-type: none"> <li>+ <b>Explain</b> the purpose of LSRs</li> <li>+ <b>Set the expectation</b> of compliance by everyone</li> <li>+ <b>Enable</b> compliance through work design</li> <li>+ <b>Promote</b> stop the job authority</li> <li>+ <b>Recognise</b> good LSR behaviours</li> <li>+ <b>Confront</b> non-compliance</li> <li>+ <b>Seek and act</b> on feedback</li> <li>+ <b>Verify</b> compliance by worksite visits</li> </ul>
<p><b>Santos contract reps</b></p>	<ul style="list-style-type: none"> <li>+ <b>Ensure</b> Mode 1 Contractors directly apply Santos LSRs</li> <li>+ <b>Ensure</b> Mode 2 Contractor's own LSRs (or similar) meet or exceed Santos' LSRs or they directly apply Santos' LSRs</li> <li>+ <b>Monitor and verify</b> Contractor LSR compliance throughout the contract lifecycle</li> </ul>

## Applying the LSRs

Planning	<ul style="list-style-type: none"><li>+ Determine if the planned work is subject to LSRs</li><li>+ Determine how LSR requirements will be met</li></ul>
Pre-start	<ul style="list-style-type: none"><li>+ Review which LSRs apply to the work</li><li>+ Ensure the work group is aware of LSRs requirements and risk controls</li><li>+ Confirm risk controls are in place/can be put in place when required</li><li>+ Perform a final Stepback considering the LSRs</li></ul>
Execution	<ul style="list-style-type: none"><li>+ Apply identified risk controls</li><li>+ Monitor control effectiveness</li><li>+ <b>Stop the job if risk controls are no longer effective/do not comply with the LSRs</b></li></ul>
Review	<ul style="list-style-type: none"><li>+ Share observations and improvement opportunities for LSRs and controls</li></ul>

The Life Saving Rules are mandatory. Work must not start or continue unless the controls set out in the Life Saving Rules are in place.

## Work Authorisation

### Work under and comply with a valid permit when required



- + I have confirmed if a permit is required
- + I am competent and authorised to undertake the prescribed work
- + 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
- + I stop and reassess if conditions change

**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 seatbelt and drive to the conditions



- + I confirm the vehicle is fit for purpose before use
- + I always wear a seatbelt
- + I do not exceed the speed limit and reduce my speed to suit the 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

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

## Energy Isolation

### Verify isolation and prove 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
- + I have witnessed or self-demonstrated there is zero energy and tested for residual or stored energy
- + I will verify that all work is completed and required authorisations are obtained before removing or altering isolations

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## Hot Work

### Control flammables and ignition sources



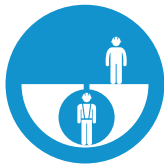
- + I obtain an authorised Hot Work Permit where required
- + I have identified and controlled all ignition sources
- + Before starting any hot work, I confirm:
  - all permit conditions have been implemented
  - flammable materials have been removed or isolated
- + Before commencing hot work in a classified 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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## 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

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## Line of Fire

### Keep yourself and others out of line of fire



- + I position myself to avoid:
  - moving objects
  - vehicles
  - pressure releases
  - dropped objects
- + I establish and obey barriers and exclusion zones
- + I take action to secure loose objects and report potential dropped objects
- + I have confirmed the removal, restraint or safe release path of stored energy

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## Lifting Operations

### Honour exclusion zones and do not go under a suspended load



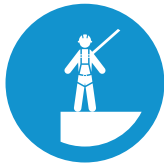
- + I confirm the lifting operation has been planned and a documented lift plan prepared where required
- + I have authorisation to conduct a lift over live plant
- + I confirm that the equipment and the load have been inspected and are fit for purpose
- + I confirm maximum weight and dimensions of the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

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## Working at Height

### 100% tie-off when outside a protected area and prevent dropped objects



- + I confirm the work activity can't be performed at grade or in a manner not requiring personal fall protection equipment
- + I inspect my fall protection equipment before use
- + I always tie off to suitable anchor points while outside a protected area
- + I confirm controls are in place to prevent falling objects including securing tools and materials
- + I obey barricades, exclusion zones and signage
- + I confirm a rescue plan is in place if working with free-fall arrest equipment

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## Excavation and Penetration

### Identify buried or concealed services and only enter excavation if structurally safe



- + 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 separation 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
- + I have checked for possible concealed services before penetrating a constructed surface

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## Working in the Heat

### Rest, recover and rehydrate when working in the heat



- + I have completed the heat stress awareness training before the 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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# Life Saving Rules



Work under and comply with a valid permit when required



Wear your seatbelt and drive to the conditions



Verify isolation and prove zero energy before work begins



Control flammables and ignition sources



Obtain authorisation before entering a confined space



Keep yourself and others out of line of fire



Honour exclusion zones and do not go under a suspended load



100% tie-off when outside a protected area and prevent dropped objects



Identify buried or concealed services and only enter excavation if structurally safe



Rest, recover and rehydrate when working in the heat

**Santos**



Always safe

## The rules that save lives

Follow the Life Saving Rules so that everyone gets home safely