



Huley Rules

Has anything changed?

Are you trained and competent to perform this work?

Zero tolerance means stopping work that is unsafe

Fundamentals

THS's safety management is founded on "zero tolerance" – an approach to safety that requires an absolute adherence to standards at all times and an intolerance of unsafe acts or conditions.

THS, therefore, expects centres to be fully accountable for communicating, training and implementing safety procedures based on these Rules. Performance under these rules will be audited to ensure compliance.

The accompanying Huley Rules will be strictly enforced by all operations to ensure the safety of our employees and contractor, and to safeguard the community.

The following fundamentals are embedded in each of these rules:

- § ***Safe systems of work and the provision of timely, appropriate safety and health information underpin all activities.***
- § Hazards are identified and risks assessed before activities commence
- § Hazards and risks are reviewed whenever processes, people or natural circumstances change
- § All persons are ***trained, authorized and fit*** to perform their duties
- § Personal protective equipment (PPE) is worn as defined by risk assessment and minimum site requirements
- § Emergency response plans, developed from a review of potential emergency scenarios, are in place before commencement of work
- § Zero tolerance means stopping work that is unsafe

HULEY RULE 1

Confined Spaces

A confined space is defined as an enclosed or partially enclosed space that is at atmospheric pressure during occupancy and is not intended or designed primarily as a place of work, which could have restricted means for entry and exit, and which may at any time:

- ***Have an atmosphere which contains potentially harmful levels of contaminant***
- ***Have an oxygen deficiency or excess, or***
- ***Cause engulfment***

Operations must assess the risks associated with confined spaces and have in place procedures to prevent unauthorised entry, so that no one enters such a space unless:

- All other options have been ruled out
- A permit is issued with authorization by a responsible person(s)
- The permit is communicated to all affected personnel and posted, as required
- All persons involved are competent to do the work and are using PPE
- All sources of energy affecting the space have been isolated and locked out
- All lighting and ventilation equipment required to work safely in the confined space shall have the necessary protection and "fit for use"
- Testing of atmospheres is conducted, verified and repeated as often as defined by the risk assessment and permit to work
- Emergency response arrangements are in place in accordance with the permit to work

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HULEY RULE 2

Working at Heights

Operations must assess risks associated with working at heights or over openings.

Each Operation must have in place safety procedures covering situations where there is a risk of falling 2 metres or more, that reflect due consideration of its own particular risks and require at least that work does not proceed unless:

- § Powered mobile platforms be designed to be failsafe in the event of an electrical or hydraulic failure
- § **Platforms or scaffolding where erected, must be erected, inspected and certified by a competent person**
- § Fall-arrest equipment is worn that will limit free fall to ensure the safety of persons
- § All equipment is subject to regular inspection and all defective or damaged equipment is immediately taken out of service
- § Person(s) are **appropriately** trained and authorized to perform work **at heights**
- § The use of portable ladders is governed by site specific procedures **and included in general workforce education and training**

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HULEY RULE 3

Energy and Machinery Isolation

Operations must assess risks associated with isolation of and working on energy systems, particular risks and require at least that such work does not proceed unless:

- § The methods of isolation and discharge of stored energy are agreed and executed by a trained and authorized person(s)
- § Any stored energy is discharged or is managed by an agreed lockout procedure
- § A lock-out procedure incorporating locking devices and **personal tags** is utilized at isolation points
- § A test is conducted by a competent person(s) to ensure that the isolation is effective
- § Isolation effectiveness is periodically monitored, rectified if necessary and recorded by a competent person
- § All machine guards and safety systems are re-established upon completion of work
- § A risk assessment is conducted and appropriate safety measures are in place where it is necessary for work to be carried out on live systems

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HULEY RULE 4

Vehicle Safety

Operations must assess risks associated with the ***use of vehicles in all activities.***

Each operation must have in place safety procedures that reflect due consideration of its own particular risks and require at least that vehicles are not operated unless:

- § There is an appropriate service and check procedure in place and the vehicle is confirmed to be in safe working order
- § Drivers ***and operators*** are certified, authorized, and fit to operate the class of vehicle
- § The number of passengers does not exceed the design specification for a given vehicle
- § Roll Over Protection systems (ROPs) and seat belts are installed where appropriate and seatbelts will be worn
- § The driver does not use a hand-held cell phone while driving
- § Persons and unsecured material and equipment are not being transported together in the same compartment
- § Passengers are not transported in any vehicle that is not designed for the specific purpose
Procedures for night driving are in place and are being adhered to.

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HULEY RULE 5

Lifting and Material Handling

Operations must assess the risks associated with material handling utilizing cranes, hoists or other mechanical lifting devices, including manual handling.

Each operation must develop safety procedures that reflect due consideration of its own particular risks and require at least that these activities will not commence unless:

- § An assessment of the task has been completed and the method and equipment have been determined by an **appropriately** trained and authorized person(s)
- § Operators of powered lifting devices are trained and authorized
- § Rigging of the load is carried out by a trained and authorized person(s)
- § Lifting devices and equipment have been certified for use as per legal requirements
- § The load does not exceed dynamic and/or static capacities of the lifting equipment
- § Any safety devices installed on lifting equipment are operational and are tested at least annually
- § Suitable tools, PPE and procedures are in place, particularly for manual material handling

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