

WPCG Newsletter: Edition 10, October 2023

It been a busy year for everyone as the end of year approaches and pressure mounts to close out jobs and get sites operational for Christmas remember to stay safe and there is Always Time To Do It Right.

This edition is focused on the content and outcomes of the WPCG Town Hall that was held in Sydney on the 7th of September. It was great to see over 80 people attend the Town Hall which focused on the WPCG and the safety of everyone on our sites.

The Town Hall was opened by Janelle Shackley, HSE Manager Midstream, Network Solutions & OMS for bp and Deputy Chair of the WPCG Management Committee. Following the opening, each of the WPCG members or their contractors shared incidents or learnings from their businesses. A summary of the presentations is included in the newsletter.

After morning tea there were 4 more sessions:

- 1. JulSen shared the findings from the WPCG Desktop and Site Inspections that were introduced last year as part of the WPCG continuous improvement process.
- WSP Services shared their Safe Work Practices on Concrete & Pavement Removal and how they comply with the WPCG Ground Disturbance Minimum Controls Checklist.
- 3. Adrian Connolly (bp) shared the proposed changes to the WPCG Ground Disturbance Minimum Controls Checklist and sought feedback from the audience about the proposed changes. The new version of the checklist will be communicated shortly.
- 4. The final session was an open Q & A session. You will find a number of the questions with answers on the last page of the newsletter.



With the success of the event the WPCG plan to hold another Town hall in 2024, we hope you can make it.

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We welcome the input and feedback from contractors using the WPCG system as we want this newsletter to be of value to you and your workforce, with the primary objective that it helps support workplace health and safety.

Presentations

Viva Energy - Fall From Height Incident

Incident Summary

- A roof tech was working on the roof at a retail site and fell through the skylight into the toilets.
- He briefly lost consciousness and was transported to hospital in an ambulance.
- This was an LTI, but thankfully the tech made a full recovery with no lasting injuries or ailments.

Key findings

- Inadequate controls in place
 - Scope changed and controls were not updated to reflect this (scaffold never arrived).
 - The tech's task changed.
 - Permit was required following change to scope, though not considered by team.
- Inadequate assessment of risk
 - No spotter implemented for a variety of tasks.
 - Skylight not identified as a live edge.
 - Harness rope/lanyards not secured to roof anchor points.
 - Anchor points not inspected for current suitability for use.
- Poor workstation design
 - Materials spread out forcing tech to traverse the roof.
- Inadequate supervision
 - Tech was a 2nd year apprentice and wasn't WFH or WPCG accredited.
 - Spotters were not used for works taking place on exterior edges of roof.
 - Tech despite inexperience was working near skylight (live edge) with no barricading around it.
 - Tech was wearing harness but was not attached to temporary anchor points at the time of fall.
 - Inadequate PPE.

Corrective Actions

- Sub-contractor suspended for further works while investigation, then re-training occurred.
- Contractor developed safety alert outlining new process changes;
 - 1st or 2nd year apprentices not permitted to access roofs for any reason.
 - Prior to any major W@H commencing, SWMS must be provided to contractor for review & approval prior to works.
- Short training course developed to breakdown what is required for W@H checklist items.
- All in house PM & FM works coordinators were provided with WPCG permit awareness training.
- Created their own contractor town hall to discuss safety requirements and expectations.



Incident Summary

- Leighton O'Brien conducting the installation of ATG systems onto existing tanks.
- Vacuum truck operator was struck in face while disconnecting the hose from the Vacuum truck at eye level.

Key findings

- SWMs
 - The risks when disconnecting the hoses were not identified within the sub-contractor's SWMS.
 - Hazards and Risks of connecting and disconnecting the hoses were not identified during the pre-start safety meeting with the LOB team.
- Training
 - The sub-contractor follows an informal in-house training process and lack a formal Training signoff process.
 - The operator's training was focused on the safe operation of the machine, and not fully addressing the mechanics of the system outside the operation of the machine.
- Process
 - The current vacuum truck procedure does not take into consideration the risk when disconnecting hoses at eye/



head level, only considering the weight of the hoses and the ergonomic risks of handling the hoses.

Learnings

- Disconnecting of any hose connection should be done on ground level where possible, avoiding any disconnecting at head level, and ensuring that the operator is not in the line of fire.
- During pre-start meetings, one of the focus areas should be identifying and discussing any
 potential hazards and risks, associated with interacting tasks, not identified on the operator
 SWMS/JSA.

bp & BGIS – Use of Combustible Engine Indoors

Incident Summary

- On 8th May 2023 a BGIS technician was overcome by carbon monoxide while working to unblock a bathroom a BP store in Victoria.
- The worker was using a sewer unblocking machine and had the petrol generator located inside the enclosed bathroom space. Two additional personnel were supporting the activity.
- He became disorientated by CO fumes, stumbled, and was removed from the space by his coworkers.
- The worker was assessed by ambulance crew on site and transported to local hospital who observed an elevated carbon monoxide level.

Key findings

- The site has a had a re-occurring issue. It was earlier attended with a plunger which could not resolve the issue. The scope changed and the work risk increased.
- Same generic SWMS used on both occasions. •
- The work crew had limited experience with this type of plant and ٠ were new to the industry.
- Hire company does not require competency to operate plant. ٠
- The work crew perceived pressure from a tenancy Store Manager.

industry requirement. At present it is a bp Australia directive.

Supervision was ineffective.

Outcome

The incident has triggered a review of the risks associated with the use of combustion engines indoors. bp is now requiring that all use of combustion engines indoors requires a WPCG Work Permit. bp are in discussions with WPCG member companies about whether this should become an

Using electrically powered equipment can eliminate the hazard of CO exposure and should be considered as an alternative. If it is not reasonably practical to use alternatives you should:

- Conduct a risk assessment, including engaging a competent person such as an occupational hygienist to conduct an assessment of the ventilation required. If the assessment indicates ventilation is poor within your work area, use portable ventilation equipment under direction from a competent person to improve the ventilation.
- Obtain a WPCG Work Permit to authorise the task to occur with controls in place.
- Confirm the ventilation system is operating as intended prior to commencing work (e.g. checking planned air flow rates) and prevent the ventilation from being turning off inadvertently.
- Continuously monitor the atmosphere to confirm the ventilation is working as intended. •
- Confirm equipment is maintained in accordance with manufacturer's recommendations to minimise the generation of CO.
- If diesel equipment is used, in addition to monitoring CO, you may be required to measure exposure to particulate matter to confirm it is kept below the low occupational health limits.

Consult with your workers and provide information on the risk of carbon monoxide exposure, including:

- Possible symptoms of exposure
- Emergency response procedures



Chevron & ASI – The ASI Health Safety Environment Journey

Background

Australian Signage Installation "ASI" is currently assisting Chevron Australia Downstream with their Caltex Rebranding Program across their network of retail sites. As a part of the Chevron Contractor Management Program ASI was assessed and selected to be involved with the rebranding program.

ASI had a HSE management system including Safe Work Method Statements "SWMS" for their works, which were able to satisfy audits. Some of the SWMS were very large generic documents 20-25 pages long, workers would sign onto at daily pre-start meetings. The generic SWMS didn't account for any site or task specific issues, and it wasn't clear whether workers were reading or understanding the SWMS. ASI didn't have any Job Safety Analysis "JSA" process at the time.

Catalyst for Change

During site verification and validation, opportunities to improve the effectiveness of the HSE management system were identified. ASI made the business decision to learn and improve their HSE management system, with a focus to improve their SWMS and engaging their workers was key.

ASI broke their generic SWMS down into 9 categories, which resulted in each SWMS only 2-3 pages in total. At the start of each shift each worker had to conduct a Job Safety Analysis "JSA" and compare result against the work category SWMS. Any gaps were managed by the JSA which meant any site or task specific hazards were being identified and managed.

Results

ASI's staff have brought into the process, taken ownership as a site-based activity as a posed to an office driven activity. They are identifying new hazards & improvement opportunities, catching equipment calibration prior to expire dates. The ultimate test was during a visit from Work Health and Safety Inspectors during implementation of ASI's new SWMS passed with positive comments from WHS inspectors.



WSP services - Safe Work Practices | Concrete & Pavement Removal

Pre-planning Considerations

- Location (Hazardous areas, shop front, overhead hazards, structures)
- Underground Services (Fuel Lines, Mains, Retic) known and not known.
- Services buried in Concrete (Earth bonding, ATG)
- Isolations
- Ignition sources (un-controlled sparks)
- Concrete thickness
- Building foundations / tilt panel footings
- Equipment Selection
- Dust suppression

Preparation

- Site Setout & Area Mark Up: Marking the work area, identifying service locations, and designating safe zones.
- Concrete Depth Determination: Accurate measurement of concrete thickness using methods like Ground Penetrating Radar.
- Wet Down Area: Wetting the work area before cutting to reduce dust.

Line Marking

• Mark out cut lines

Concrete Depth Determination

• Verify concrete depth - Drill test holes can be used to measure the concrete thickness in various areas of the site.

Concrete Method – Keyhole

- Trench Cut: The width of a trench cut varies depending on the specific design requirements. The trench cut method is suitable for creating linear openings or trenches in concrete surfaces.
- Relief Cut: The relief cut method involves cutting into the concrete to relieve stress and control cracking. The width of the relief cut is dependent on the thickness of the concrete slab.
 Different guidelines were discussed based on concrete thickness.
- Slab Cut: Slab cutting involves removing sections of concrete slabs. The size of the sections to be removed is calculated based on the weight rating of the excavator. This method ensures safe and controlled removal of concrete slabs.

Concrete Removal - Relief cut removal

• Utilize a crowbar and prybar to extract sections, offering the advantage of minimizing manual labour.

Concrete Removal – Slab cut

• Depending on the size of the slabs, choose either an excavator with a ripper, grab, or bucket for the job.







Relief Cut



JulSen Consulting - WPCG Site Inspection Findings

As part of the WPCG continuous improvement processes, site inspections are conducted to observe the WPCG processes in action. Some of the gaps that have been identified so far this year include:

SWMS

- Generic lengthy project SWMS
- Nothing in place to make specific for the work being undertaken at the time.
- Good systems in place to make specific but not utilised.
 - Not specific slips, trips, falls.
 - Not completed
 - Not understanding how to use
- Subcontractors not having any SWMS.
- Controls in use not matching SWMS
- Controls in SWMS not in place

Paperwork

- Content
 - Non descriptive eg Description of Fix Fridge. Equipment to be used Tool Box.
 - Not signed correctly, not signed by site and/or contractor, Covid-19
 - Form closed at the same time as opened.
- Forms
 - Out of date
 - Wrong forms you cannot copy/create your own.

Gas testing

- Equipment not in date Gas detector and/or test gas bottle
- Bump Testing
 - Not having test gas on site
 - Not knowing how to bump test, results for a bump test recorded as LEL 0% Oxygen 20.9%
 - Not recording the results of the bump test
 - Not knowing how to interpret the readings. "What should it read?"
- Not knowing where to test. What's been seen includes:
 - Up in an EWP
 - On top of pumps
 - 20cm into a turret with workers face down near the bottom.
 - On temporary fencing 180cm up in the air

<u>FAQ</u>

There were a number of questions submitted during the Town hall, we have done our best to answer most of these, in some cases it was unclear what was being asked, or if it was a suggested improvement to a form such as a wording change these have been noted for the next review.

Work at Heights		
	Q. Does WPCG require a harness in a scissor lift?	
	A. No, the WPCG does not mandate this for all scissor lifts. Note that Chevron does require harness in a	
	scissor lift.	
	All regulatory requirements and manufacturer's recommendations should be followed for the EWP used.	
	Q. Can we get clarification on minor work at heights under the minimum controls checklist?	
	A. Some examples of minor work on roofs are included on the checklist. That is: preventative maintenance	
	on HVAC, gutter cleans, roof leak detection, signage lighting replacement, CCTV maintenance. The checklist	
	also lists those tasks that require a Work Permit. Those tasks are NOT minor work at height. As such	
	examples of other work are lower risk work at height than those tasks. For example, use of EWP <11m,	
	erecting scaffolding 4m or less, work greater than 2m from an exposed edge, use of ladders, working on a	
	scatfold that has been erected by a competent person.	
	Q. Fall arrest on single level building is ineffective. Why don't we ban it for roof works?	
	A. The WPCG Work At Height minimum Control Checklist requires fall restraint to be used not fall arrest.	
	Q. Is a canopy classed as a single story? Works to be under MCWH or Work Permit?	
	A. Canopy designs vary so some may be, some may not. A critical question will be: can the canopy be	
	accessed sately whilst conforming to the requirements of the Minimum Controls Checklist? If not, this	
	needs to be escalated to a Work Permit to assess and manage the risk, and define the controls required.	
	Note that a MCC for Work at Heights does not allow persons to exit an EWP. Can the canopy be accessed	
	safely via an interconnecting roof from the store? It is unlikely that the canopy can be safely accessed via a	
	large ladder on a live forecourt due to the customer vehicle risks.	
	Q. Is there consideration to include working round excavations in the W@H checklist?	
	A. Whilst the tool was largely designed to manage key risks associated with work above ground level, the	
	checklist may be used to manage the risk of failing from one level to another including fails into excavations.	
	the Work Permit As such the greatest risks associated with falls into excavations will be managed through a	
	Work Permit	
Gro		
	O Concrete cutting under Permit rather than Minor controls?	
	A This has been considered by the WPCG and we intend to allow some concrete cutting under the	
	A: This has been considered by the Wree and we intend to allow some concrete cutting under the Minimum Controls Checklist. Contractors can always escalate this to a Work Permit if required	
	O Does a petrol cutter require a Permit, or can you use minimum controls?	
	A Petrol nowered equipment if used outside a bazardous area can be done under minimum controls if used	
	inside a hazardous area a Work Permit is required	
	O. Does an excavator require a Permit or min controls?	
	A. If diesel powered and excavating less than 1.2m minimum controls can be applied.	
	O. Where we remove materials from hazardous area such as soil, aggregate is there a distance from	
	removed waste that is now deemed a hazardous area?	
	A This will need to be assessed based on the level and type of contamination in the soil in order to manage	
	the risk of ignition or exposure. Note that AS/NZS IEC 60079 10 1:2022 does not cover the management of	
	ignition risks from contaminated soil.	
Oth	ner Questions	
	Q. What's the possibility of mandating electronic WIDCC Clearance forms and (or parmits to provent the	
	Q. What's the possibility of mandating electronic wPCG Clearance forms and/ or permits to prevent the contractor missing stops with their documentation?	
	A We need to acknowledge that some neonle find it easier to use namer than electronic forms, and that	
	sometimes electronic forms may not be accessible particularly the current WPCG web based system. This is	
	something that may evolve over time with technology. WPCG are regularly discussing improvements like	
	this mindful of how workers need to use the system and that many contractors embed their own electronic	
	forms (under licence from WPCG) into the control of work systems so that it is integrated into their ways of	
	working	

	Q. If the site is a closed site but still has UPSS present, do any WPCG checklists apply?
	A. If the work is within areas of the site under the operational control of a WPCG member Company the
	WPCG Work Authorisation Process applies.
	If control of the work area been handed to a third-party Principal Contractor in accordance with Local Safety
	Regulations and there is fuel within bulk site storage assets the WPCG Work Authorisation Process applies.
	If control of the work area been handed to a third-party Principal Contractor in accordance with Local Safety
	Regulations and there is no fuel within bulk site storage Principal Contractor System of Work applies, WPCG
	Permit to Work is not applicable unless deemed to be required by either specific contractual arrangements;
	or the third party engaging the work.
	Note, fuel is considered present unless the assets have been tested and certified as "gas free".
	Q. How is a site treated in regard to hot works, and hazardous zones when contaminated soil is present
	but no fuel assets remaining i.e., using battery operated tools, excavators, etc. There is also, no
	reference to this type of situation in the WPCG Activity Matrix?
	A. This will be dependent on the amount and type, age and amount of contamination which does vary. The
	controls may be up to the assessment and interpretation of the operator of the facility. Assessment may
	need to be made on the control of the areas near contaminated soil. However, it is not a mandatory
	requirement for WPCG to apply hot work controls to manage ALL areas around ALL contaminated soils on
	ALL sites. Note that AS/NZS IEC 60079.10.1:2022 does not cover the management of ignition risks from
	contaminated soil.
	Q. Can WPCG include as part of a Permit Officers role to make the PO be obligated to provide say 5 buddy
	permits, to grow the PO pool?
	A. It is the view of WPCG that it should not attempt to obligate Permit Officers to conduct their business in a
	specific manner when it may have commercial implications for Permit Officers training their competitors.
	There may also be insurance implications for Permit Officers. The WPCG have a list of Permit Officers who
	are prepared to do buddy permits, please make contact if you require assistance.
	Q. Would WPCG/JulSen consider running a workshop or training on good SWMS development?
	A. Existing WPCG training includes content on creation of a JSA. A number of registered training
	organisations offer training in how to create a SWMS such as CPCWHS1001 - Prepare to work safely in the
	construction industry. Regulators also provide information on SWMS and their creation. WPCG are in
	discussions as to how to improve the quality of SWMS but at this stage have not prioritised the creation of
	its own training program on SWMS. The WPCG have contacts who can help, please make contact if you
	require assistance.
	Q. I think it would be beneficial if we could have Julsen attend one of our Toolbox talks and have a Safety
	talk with our trades.
	A. Julsen have run sessions in the past and are more than happy to support contractor's, please make
	contact if you require assistance.
	Q. Has the new PDF version of WCF been finished?
	A. No. From the consultation that has occurred there was minimal interest to justify the expense to develop
	a protected version with version control that cannot be worked around via use of iOS. Further consultation
	will be undertaken before a decision is made.