

WPCG Newsletter: Edition 9, May 2023

It's been a busy start to the year for everyone, having dealt with the reopening after covid, this year sees the challenge of finding suitable staff and getting them trained to deliver the work. We can see that you may be faced with not only an increase in the amount of WPCG training required but also in the number of changes requested to existing training bookings. We do our best to accommodate your requests, however this not always possible. We ask that you please give us adequate notice and communicate with us.

To help get everyone on courses we:

- Have a waitlist system for courses which notifies those on the waitlist if a space becomes available. You can also contact us at the last minute as we often have people withdraw from a course the night before or don't show up upon the day
- Try and make sure there are spaces on courses within 2 weeks by adding additional courses as required
- When given enough notice we allow you to swap people on a course at no cost

What can you do:

- Communicate with us as soon as you can
- Make sure staff have completed the pre-learning
- Pay by credit card, this provides instant confirmation of the course
- Book and pay for the next available course then add your name to the waitlist of any earlier courses
- Be familiar with the WPCG course cancellation terms and conditions

In 2023 the WPCG will be continuing with the Desktop Reviews and the WPCG site Inspections to help provide feedback to contractors in live situations.

We will also be working on:

- Improving the quality of Gas testing in the field
- Adding Hydrogen infrastructure to the hazardous area maps
- Reviewing the Ground Disturbance Minimum Controls Checklist with the increase in ground disturbance associated work
- Removing the duplicate of the Work Clearance form from the pads
- Making available an interactive PDF version of the Work Clearance Form and minimum Control Checklists

Contact us:

E-Mail: <u>enquiries@wpcg.com.au</u> Phone: (03) 9399 8002 Website: <u>www.wpcg.com.au</u>

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.





Training Date	Time Zone	Training Type
10-05-2023	07:45 AM Perth Time	Clearance Issuer
15-05-2023	07:45 AM Perth Time	Clearance Issuer
23-05-2023	07:45 AM Melbourne/Sydney Time	Clearance Issuer
25-05-2023	07:45 AM Brisbane Time	Clearance Issuer
30-05-2023	07:45 AM Melbourne/Sydney Time	Clearance Issuer
31-05-2023	07:45 AM Brisbane Time	Clearance Issuer
01-06-2023	07:45 AM Perth Time	Clearance Issuer
02-06-2023	07:45 AM Melbourne/Sydney Time	Clearance Issuer
07-06-2023	07:45 AM Perth Time	Clearance Issuer
08-06-2023	07:45 AM Brisbane Time	Clearance Issuer
13-06-2023	07:45 AM Perth Time	Clearance Issuer
14-06-2023	07:45 AM Brisbane Time	Clearance Issuer
20-06-2023	07:45 AM Perth Time	Clearance Issuer
21-06-2023	07:45 AM Melbourne/Sydney Time	Clearance Issuer

See <u>www.wpcg.com.au</u> for the full calendar of training, instructions on how to book, and details of how to apply to be a Permit Officer. Additional courses may be added if demand requires it, add yourself to the waitlist for earlier courses in case a space becomes available and to help us understand the demand.

If you would like to be kept informed of upcoming training each month register to have a Company Admin profile. You don't need to be WPCG accredited to get this profile. Go to the WPCG Website <u>www.wpcg.com.au</u> and register yourself selecting the Company Admin profile.

Please reach out to us if you have particular needs or concerns regarding WPCG training in the coming weeks and months by sending an e-mail to <u>enquiries@wpcg.com.au</u>.

1) Elevating work platform safety

In the past decade, 10 workers have lost their lives from incidents involving elevating work platforms (EWPs) in Victoria, and numerous others have been left with life-altering injuries. In November 2022, WorkSafe Victoria released an Industry Standard for the safe use of elevating work platforms.



Adhering to the EWP Industry Standard will help prevent injuries and save lives when operating EWPs.

The EWP Industry Standard provides practical advice on common hazards, and training requirements for those operating the equipment.

Industry Standard - Elevating work platforms - For the safe use of elevating work platforms (worksafe.vic.gov.au)

2) Guide to undertaking work near underground services

In December 2022, WorkSafe Victoria and Energy Safe Victoria released a new guidebook to provide practical guidance on the principles and requirements for safely undertaking work that involves penetrating or excavating the ground where underground services may exist. With an increasing amount of ground disturbance occurring in our industry, including a lot of work to install EV chargers, this guidebook may be of use to many contractors.



It is intended for employers, employees and any other persons who have responsibilities managing hazards and risks associated with undertaking work near underground services. It can also be used by members of the public to ensure their own safety and the safety of others.

Follow the link below to download the Guide to undertaking work near underground services.

Guide to undertaking work near underground services | WorkSafe Victoria

Industry Incidents

1) Uncontrolled release of fuel during maintenance of fuel hose - Australia

What happened:

A fuels technician attended a bp site in response to a report of a weeping hose/nozzle for a high flow diesel pump. The worker signed into site on arrival, a conversation was had about the work, and the WPCG Work Clearance Form completed. Upon inspecting the nozzle, the contractor did not see any visible sign of weeping (the report was that it only did so during use). The nozzle did appear loose so the worker put the nozzle down to get his tools to tighten it up. At this point the site staff member activated the pump. The pressure caused the nozzle to disconnect from the hose and start releasing diesel at high flow. The contractor attempted to put the nozzle back on the hose, but the pressure meant this was not possible and the worker was sprayed with fuel attempting to do so. The worker then attempted to hit an emergency shutdown button on a nearby pump. This did not function. He then stopped the flow by putting the disconnected nozzle back on the holster of the pump. Luckily it was diesel, the fuel did not ignite. The release was quickly contained and cleaned up. The worker went home to shower and had no other reported impact from the incident.



Findings:

- The emergency stop button was on a decommissioned pump. Signage in place not noticed.
- Some challenges with clear communication between the worker and the site staff.
- Reliance on the administrative control of communication with the site staff to not activate the pump during maintenance work.
- Lack of clarity on minimum expectations for isolation during this type of activity and may vary in practice. Good practice would have been to isolate or at least put a "dummy nozzle" on the holster during the work as a barrier to prevent flow commencing.
- The task may have been perceived to be a quick, low risk activity at the end of the working day on what was a quiet site at the time. Isolation may have taken longer than the task, which can influence human behaviour.

Lessons Learnt:

- Activation of pumps is a routine activity for site staff performed many times every day. Remaining vigilant is critical to the safe operation of Retail fuel sites.
- When working on fuels systems, isolate with physical controls that prevent release of fuel rather than relying on administrative actions.
- It is important to know where your nearest emergency stop button is located. This has also been a finding in WPCG audits of work occurring that workers often do not know where this is.
- Decommissioned emergency stop buttons should be removed or very clearly covered to avoid any confusion during an incident.
- Emergency response plans should include what to do if a worker is sprayed with fuel if that is a credible risk. This worker was local so could shower at home soon afterwards and did so of his own initiative. It was a regional location. If workers are travelling, plans need to consider what workers would do in that situation.

For further information contact Adrian Connolly, adrian.connolly@bp.com

2) Explosion at Service Station - Poland

During the modernization of a fuel tank at the former Lotos / now Mol station, an explosion occurred, resulting in the death of fuels contractor and serious injuries to two others. The accident is reported to have happened during the acceptance of the work by the authority. Some modernization work was completed a few days earlier. In the meantime, fuel was delivered at the station and fumes entered the tank. A worker was inside the tank, and others nearby outside the tank, when a significant flash fire occurred. The source for ignition is not known for now.

The incident is a stark reminder of the importance of the control of ignition sources during hot work, and continuous atmospheric monitoring during hot work and confined space entry to confirm the atmosphere is safe and controls such as isolations remain effective throughout the work. WPCG has requirements for controlling this work that must be followed to ensure the safety of workers. All entry to confined spaces such as turrets and underground storage tanks require a Work Permit, Confined Space Entry Certificate and Atmospheric Monitoring Record as a minimum. The use of any ignition sources inside a confined space also requires a Hot Work Certificate. A Working at Height Certificate may also be required to manage the vertical entry into the tank.

Our thoughts are with the family, friends and work mates of the worker who died.

A video of the incident, captured on CCTV, has been shared online. (Graphic Video warning)

https://www.youtube.com/watch?v=9znknNoNoZg





Observations From The WPCG

WPCG Work Clearance Desktop Reviews

- 1. Work Description: Unclear what work is being performed.
- 2. Tools and equipment to be used: Either unclear what tools are being used or contradicts with the minimum controls checklists. For example, when a checklist was required for hot work or working at heights tools such as battery-operated tools, ladders and EWP were not identified but used on the minimum controls checklist.

Work Description: Be Specific – Access roof to repair air conditioner Tools/Equipment to be used: List all tools and equipment be used – ladder, battery operated drill and hand tools

The Work Clearance Form is more than just a checklist for the WPCG, it helps form part of your risk assessment prior to starting to work. These two questions along with identifying where the work is being conducted on site are the first things you should be asking yourself as part of that risk assessment. Not being specific or missing elements of these questions can lead to the required controls not being implemented.

3. Tasks requiring a checklist: This section has been left blank, a minimum control checklist not identified as required however checklist was complete, or a checklist not identified not completed.

All boxes MUST be filled

TASKS TH	AT REQUIRE A WPCG MINIMUM CONTROL CHECKLIST Will any of the following	g form part	of the work? (write Yes or No)							
	Minor Hot Work in a Hazardous Area. This includes any of the following with	the controls	in place specified in the Minor Hot Work Checklist:							
	 Any electrical equipment to be used in a hazardous area that is not rated for 	Any electrical equipment to be used in a hazardous area that is not rated for use in a hazardous area (certified to IEC 60079-11); e.g. mains, generator, or battery powered								
NO	items such as cordless drills, power tools, service locators, electric gardening equipment									
	 Diesel or electrically driven portable equipment or mobile plant in hazardou 	is areas, e.g	excavators, elevating work platforms (EWP), generators, etc							
	Minor Ground Disturbance. This includes any of the following with the		Minor Work at Height. This includes any of the following with the controls in place							
	controls in place specified in the Minor Ground Disturbance Checklist:		specified in the Minor Work at Height Checklist:							
	 Concrete cutting drilling or coring 	1000	 Use of an Elevating Work Platform (EWP) less than 11m above the ground 							
NO	 Soil boring, drilling or coring 	Yes	 Any work from within a scaffold of any height 							
	 Excavations to a depth less than 1.2m 	· ·	 Erecting, modifying, or dismantling scaffolding 4m or less above ground 							
			Use of ladders							

Having assessed the risk, the next step in the risk assessment process is getting the required controls in place. The Minimum Controls Checklists assist in identifying not only the WPCG required controls, but in many cases helps you comply with the controls required under legislation and the codes of practice.

4. Controls required: Not identify traffic management for pedestrians.

All boxes MUST be filled

YES N/A Image: Solution of the state of th	Yes N/A	Fire extinguishers in work area for all hot work outside of the shop/office. (min 2x 9kg dry chemical) Other specify:

Vehicular traffic is obvious when working outside on or near the forecourt. Not so obvious is the pedestrian traffic and the impact that pedestrians can have on you or the impact you can have on them.

WPCG Site Inspections

1. Work Clearance not in place – As per the WPCG Activity Matrix a Work Clearance MUST be in place even when working under a Work Permit.

	GROUND DISTURBANCE (refer to WPCG Member Company and local regulations for additional requirements relating to Ground Disturbance)														
	таяк	Contractor JSA / SWMS	Work Clearance	Minor Hot Work Minimum Controls Checklist	Minor Work @ Height Minimum Controls Checklist	Minor Ground Disturbance Work Minimum Controls Checklist	Work Permit	Senior Work Permit Officer	Hot Work Certificate	Work @ Height Certificate	Ground Disturbance Certificate	CSE Certificate	Lifting Certificate	Isolation Plan	OTHER
Excavations/Trenchin	g to a depth <1.2m (other than drilling, boring or coring)	~	~			~								*	
Excavations/Trenchin	~	~				~				~			*		
All other ground disturbance conducted in full compliance with the requirements of the WPCG Minor Ground Disturbance Minimum Control Checklist. Examples include NDD, hand digging, difling, boring, coring, concrete cutting						~								*	Refer also to additional requirements for hot work.
All other ground disturbance that cannot or will not be conducted in compliance with the requirements of the WPCG Minor Ground Disturbance Minimum Control Checklist.							~				~			*	

2. Work At Height checklist not in place when using a ladder inside the shop - As per the WPCG Activity Matrix ALL work at height either inside or outside the shop must have the required authorisations in place.

	WORKING AT HEIGHT (refer to WPCG Member Company and local regulations for additional requirements relating to Working at Height)														
	Contractor JSA / SWMS	Work Clearance	Minor Hot Work Minimum Controls Checklist	Minor Work @ Height Minimum Controls Checklist	Minor Ground Disturbance Work Minimum Controls Checklist	Work Permit	Senior Permit	Hot Work Certificate	Work @ Height Certificate	Ground Disturbance Certificate	CSE Certificate	Lifting Certificate	Isolation Plan	отнек	
All other work at height conducted in full compliance with the requirements of the WPCG Minor Work at Height Minimum Control Checklist. Examples include: Use of EWPs (cherry pickers, boom lifts, scissor lifts) <11m above the ground, Basic scaffolding from ground level: erecting, dismantling or modifying up to 4m in height Erecting, dismantling or modifying of portable staging (mobile scaffolding) up to 4m in height Working from within a scaffold or portable staging (mobile scaffold) Roof access for minor maintenance within 2m of an unprotected edge Use of portable ladders			~		4										Refer also to additional requirements for hot work, where applicable

- 3. Controls required not in place:
 - a. No SDS available for hazardous substance being used on site. Contractors are reminded that the SDS needs to be available for all hazardous substances being used on site.
 - b. Hot work controls not in place examples include pumps being isolated at the console, not switchboard and drains not covered with wet hessian. All required Hot work controls on the Hot Work Minimum Control checklist, or the Work Permit must be in place, these are not optional for the contractor.

REVIEW TH	IE WPCG HAZAR	DS MAP		If YES, tick $oldsymbol{arPhi}$ the corresponding control to confirm the control will be complied with	
Is the work within the	Separator units	No	Yes	Thoroughly checked for fuel leaks, any fuel present is removed, and covered with wet hessian, fire blanket or leather which must be kept wet until all work is completed.	
hazardous area of the following:	Pits/drains or dip/fill points	No	Yes	Thoroughly checked for fuel leaks, any fuel present is removed, and covered with wet hessian, fire blanket or leather which must be kept wet until all work is completed.	
	Dispensers/ pumps	No	Yes	Thoroughly checked for fuel leaks, any fuel present is removed. Use of dispensers is prevented by either de-energising at the switchboard, cable tying the dispenser nozzle to the pump, or a dedicated spotter controlling the barricaded work area.	
	LPG exchange cylinder cabinets	No	Yes	LPG exchange cylinder cabinets to be locked shut. Site informed that they cannot be accessed during the work.	

4. Continuous gas monitoring not being correctly performed – examples include gas testing inside an EWP at height and not on the ground. Only having 1 gas detector on site to continuously monitor during hot work with two different hot work areas operating at the same time. Gas testing is a critical control when performing hot work inside hazardous areas. It's not only important the person performing the gas testing has been trained, but also just as important the person has been deemed competent by their company to perform the gas testing.