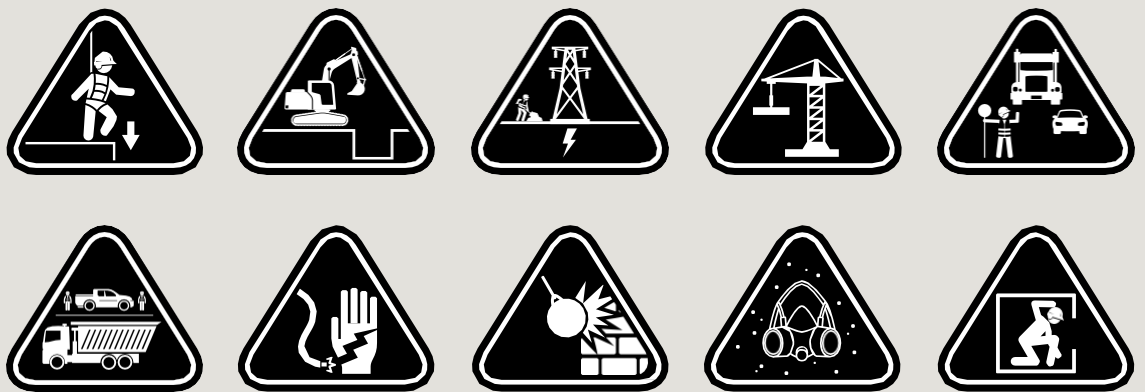




Critical Risk Management

Contractor Handbook



Managing our critical risks

Message from the OM

The safety of our workers, clients and the community are our highest priority at BARCON

The **BARCON** Critical Risk Management Process highlights and promotes the minimum standard for safety and wellbeing of individuals working on our construction projects, with a primary focus on preventing fatal injuries.

The **BARCON** commitment to the Critical Risk Management Process ensures that the highest standards of safety are upheld across our construction projects. We have identified 10 risks associated with regular work performed on our projects with the potential to cause a fatality. For each of these risks, we have identified a set of controls that are crucial to preventing serious injury or a fatality from occurring.

This handbook outlines the minimum set of safety controls for **BARCON's** Critical Risks. These critical controls are applicable to everyone performing work for **BARCON** on **BARCON** controlled projects.

Emma Barry
Operations Manager



Making sure that you and the people you work with go home safely each day, is the single most important priority in everything we do.

Contents

Introduction	4
Critical Risks	5
Safe Work Method Statements	6
Hierarchy of Control	7
Critical Controls	8
Work at Height	9
Excavation	10
Live Services	11
Cranes & Lifting	12
Live Traffic	13
Plant, Vehicles & People	14
Electricity	15
Demolition	16
Asbestos	17
Confined Space	18
Definitions	19

Introduction

BARCON has identified **10 critical risks**, with significant consequence if not appropriately managed. Knowing which activities have considerable potential to harm workers and more importantly, understanding if risks are well controlled – is key to a safer workplace.

Critical Risk Management forms an integral part of the **BARCON** safety management system and has undergone a review in 2023, where our critical risks and controls were expanded through consultation with workers.

Contractors, known as PCBUs, are required to comply with the Critical Controls outlined in this handbook, in addition to following your own internal procedures and processes, to effectively control high-risk work and comply with WHS legislation.

PCBU Safe Work Method Statements (SWMS) are to include the relevant **BARCON** critical controls and are to be completed for high-risk activities as outlined in this handbook.



B

Critical Controls are designed to mitigate the potential for serious injuries or a fatality during critical risk activities. Your safety is our number one priority.

Critical Risks

BARCON has identified **10** critical risks, which could have a significant consequence if not managed appropriately.

Other PCBU considerations for high-risk activities:

- WHS legislative requirements
- Training, competency and license requirements
- Regulatory notifications or approvals
- Change management
- Supervision
- Psychosocial hazards
- Temporary works and design
- Plant and equipment selection
- Inspection and maintenance
- Task specific PPE
- Permit to work and approvals
- Safe access and egress
- PCBU interface risks, controls and consultation
- Logistics and deliveries
- Dust controls

PCBUs must consult with BARCON and other PCBUs regarding hazards and controls on the project.



Work at Height



Excavation



Live Services



Cranes & Lifting



Live Traffic



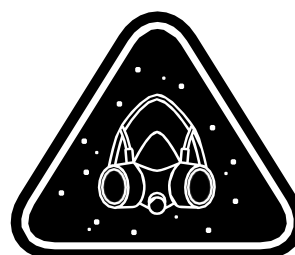
Plant, Vehicles & People



Electricity



Demolition



Asbestos



Confined Space

Safe Work Method Statements

All PCBUs (contractors) must provide Barcon with a site specific **Safe Work Method Statement (SWMS)** for any of the following high-risk construction activities in accordance with Work Health and Safety Regulations:

- Involves a risk of a person **falling more than 2 metres**
- Works on a **telecommunication tower**
- **Demolition** of an element of a structure that is load bearing or related to the physical integrity of the structure
- Disturbance (or potential) of **asbestos**
- **Structural alterations** or repairs that require temporary support to prevent collapse
- Working in or near a **confined space**
- Works in or near a **shaft** or **trench** with a depth greater than 1.5 metres: or a tunnel
- Use of **explosives**
- Works on or near **pressurised gas** distribution mains or piping
- Works on or near **chemical, fuel, or refrigerant lines**
- Works on or near **energised electrical installations or services**
- Works in an area that may have a **contaminated or flammable atmosphere** (includes Silica)
- **Tilt-up or precast** concrete
- Works on or in adjacent to a **road, railway, shipping lane or other traffic corridor** that is in use by traffic other than pedestrians
- Works in an area with **any movement of powered mobile plant**
- **Artificial extremes of temperature**
- Works in or near **water or other liquid that involves a risk of drowning**
- **Diving** work



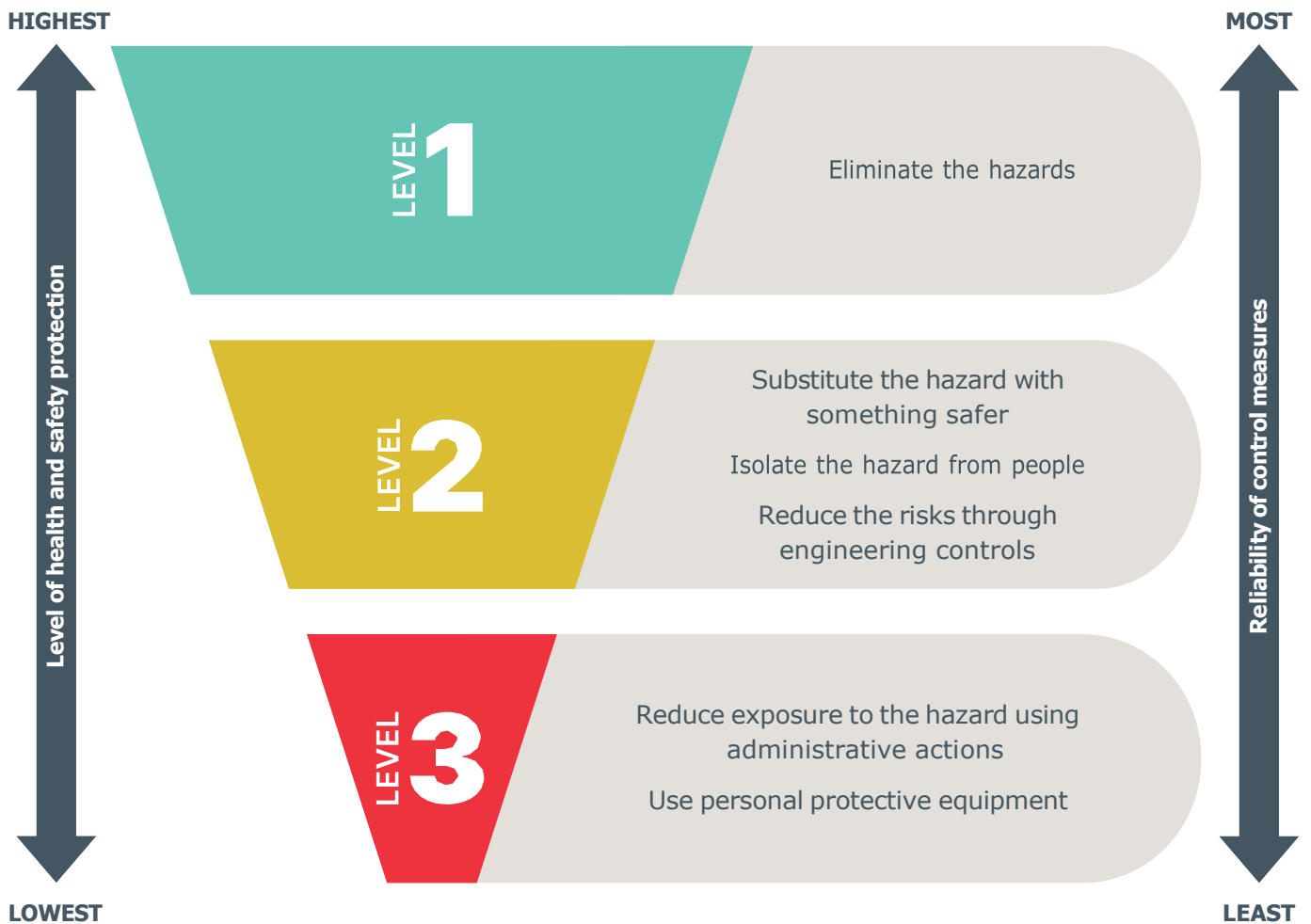
PCBUs are responsible for providing instruction, training and Supervision for works carried out on site. The relevant Critical risks and critical controls must be included into the site specific SWMS and be prepared in consultation with those performing the works.

Barcon must be provided copies of any revised SWMS throughout the life of the project, with SWMS retained in accordance with relevant State legislative requirements for a notifiable incident.

Hierarchy of Control

Every effort must be made to eliminate or minimise exposure to hazards for your workers.

When identifying hazards, you must follow the hierarchy of control when selecting controls and ask yourself – *"Is there a safer way?"*



Critical Controls

On the following pages, you'll find more detail about **BARCONS 10 critical risks and their corresponding mandatory controls - the mandatory requirements that must be implemented to conduct work safely and minimise the potential for serious injuries or a fatality.**

Work at Height

Eliminate or minimise the risks of fatalities, injuries and events arising from work at height and using elevated work platforms

Critical controls

- › **Fall or edge protection equipment utilised and fit for use**
- › **Exclusion zones established where a risk of falling objects exists**
- › **Penetrations, voids or openings must be protected**
- › **EWPs (boom-type) fitted with secondary protection, where overhead hazards exist**
- › **Anchor points are inspected and suitably rated**

Excavation

Eliminate or minimise the risks of fatalities, injuries and events arising from excavations greater than 1.5m

Critical controls

- › **Services to be identified, located and protected**
- › **Excavations benched, battered or shored and accessed according to code of practice**
- › **Plant, spoil and equipment placed outside zone of influence**
- › **Open excavations controlled from un-authorized access**
- › **Inspect excavations for changes in stability**



Live Services

Eliminate or minimise the risks of fatalities, injuries and events arising from underground, concealed and overhead services

Critical controls

- › **Identify known services**
- › **Locate known services**
- › **Protect known services**
- › **Asset/utility owner requirements known and applied**
- › **Harmful energy sources de-energised or isolated, if possible**

Cranes & Lifting

**Eliminate or minimise the risks of fatalities,
injuries and events arising from cranes
and lifting**

Critical controls

- › **Lifting equipment inspected prior to use**
- › **Exclusion zones established for lift area**
- › **Load charts used to determine lifting capacity**
- › **Positive communications between persons involved**
- › **Ground bearing to be verified for crane use**

Live Traffic

Eliminate or minimise the risks of fatalities, injuries and events arising from working in close proximity to passing traffic and other road users



Critical controls

- › **Approved Traffic Management Plan**
- › **Traffic control devices and signage in place and monitored**
- › **Traffic controller where needed, to be competent**
- › **Work zones and separation distances delineated**
- › **No working in a live lane unprotected**

Plant, Vehicles & People

Eliminate or minimise the risks of fatalities, injuries and events arising from the interaction of mobile plant, equipment, vehicles and people

Critical controls

- › **Separation of plant and people**
- › **Plant and vehicles parked in a stable manner**
- › **Positive communication around operational plant**
- › **Control blind reversing**
- › **Obey speed limits and operate to conditions**

Electricity

Eliminate or minimise the risks of fatalities, injuries and events arising from onsite electrical installations and electrical equipment

Critical controls

- › **Only licensed electricians to carry out electrical work**
- › **Isolate electrical energy sources**
- › **Test for dead prior to electrical work**
- › **All power supplies to be RCD protected**
- › **Test and tag electrical equipment**

Demolition

Eliminate or minimise the risks of fatalities, injuries and events arising from licensed demolition works



Critical controls

- › **Hazardous materials assessments undertaken**
- › **Hazardous materials to be removed**
- › **Disconnect relevant known services**
- › **Exclusion zones established**
- › **Structural stability maintained progressively**

Asbestos

Eliminate or minimise the risks of fatalities, injuries and events arising from the management, removal and disposal of asbestos



Critical controls

- › **Prevent airborne asbestos fibres**
- › **Correct disposal of contaminated material/equipment**
- › **Hazardous areas signed and segregated**
- › **Clearance certificate issued, where required**
- › **Task specific personal protective equipment used**

Confined Space

Eliminate or minimise the risks of fatalities, injuries and events arising from working in a confined space



Critical controls

- › **Isolate harmful energies or sources**
- › **Test atmosphere for safe oxygen levels**
- › **Emergency rescue plan in place and rehearsed**
- › **Entry controlled by permit**
- › **Standby person in constant communication with entrant**

Definitions

Term	Description
Competent Person	A person who has, through a combination of training, education and experience, acquired knowledge and skills enabling that person to perform a specified task safely and correctly in accordance with Legislative requirements.
Must	Understood as mandatory, non-negotiable requirement that is to be followed. There will be no deviation from this requirement.
Operating	To work or use a machine, apparatus, or piece of equipment.
Worker	<p>A person who carries out work in any capacity for or on behalf of Barcon. A worker agrees to perform work at Barcon's direction, instruction or request (whether express, implied, oral or in writing).</p> <p>This includes employees, contractors, subcontractors, employees of contractors and subcontractors, labour hire employees, apprentices and trainees, work experience students or volunteers.</p>
Working in	When a person is positioned within a physical space (e.g. within a confined space or within an excavation).
Working near	When a person is positioned close enough to a task that they could be harmed by the hazards associated with that task (e.g. lifts or mobile plant).
Working on	When a person is physically working on a task (e.g. Electrical work - work on electrical machines or instruments, electrical installation, electrical appliances or equipment, or assessment of electrical compliance).
Working with	When a person is working with a hazard that has the potential to cause harm (e.g. potential of exposure to hazardous substance or potential of exposure to an uncontrolled release of energy).
PCBU	Person conducting a business or undertaking in accordance with WHS Legislation.



If any of the critical controls are not in place, stop work immediately.

You could potentially save a life.

Success Built by **People**

