



## LONE WORKER / REMOTE WORK

### COMMUNICATION PLAN

This communication plan is required for:

- Any work carried out by a sole person in a location outside of the TPS or WPS inner perimeter but still on TE owned land (eg. dams, creeks, etc).
- Any work carried out in a remote location (Wivenhoe pipeline, pump stations, etc).

Details
Date:    /    /
Name/s:
Contact number:
Vehicle:
Licence plate number:
Supervisor's name:
Job:
Destination/s:
Estimated time of arrival:

Check-in plan	
Method of check-in:	<input type="checkbox"/> 2-way radio <input type="checkbox"/> Mobile phone <input type="checkbox"/> Satellite phone
Check in time/s:	_____ _____ _____ _____
Name of check-in person:	
Contact number of check-in person:	

NOTE: One copy of this is to go with the worker/s and one copy is to stay with the check-in person.

NOTE: Completed copies should be forwarded to records for filling in WHS / 6442.