



STANWELL CORPORATION LIMITED

MINING OPERATIONS

**EXPLORATION
& OTHER WORKS**

SITE WORK CONDITIONS

ASM-MINE-STD-04

WRITTEN BY:..... ENDORSED/CHECKED:..... APPROVED BY:..... DATE:.....

NAME: Troy O'Reilly

NAME: Andrew Walker

NAME: Bob Rutten

Table of Contents

1.0	Qualifications, Approvals and Standards.....	3
1.1	General	3
1.2	Qualifications and Competency	3
1.3	Site Inductions and Approvals	4
1.4	Site Working Hours	4
1.5	Site Access	5
1.6	Transport and Accommodation.....	5
1.7	Equipment and Approvals.....	5
1.8	Subcontractors.....	6
1.9	Insurance	6
2.0	Health and Safety Management	6
2.1	General	6
2.2	Health and Safety Plan	7
2.3	Hazard Identification and Job Safety and Environmental Analysis (JSEA).....	7
2.4	Reporting of Accidents and Incidents	7
2.5	Medicals.....	8
2.6	Contractor Inductions.....	8
2.7	Personal Protective Equipment (PPE).....	9
2.8	Working at Heights.....	9
2.9	Electrical Equipment (general).....	10
2.10	Isolation – Tagging & Lockout.....	10
2.11	Drugs and Alcohol	10
2.12	Chemical Substances.....	10
2.13	Permits	11
3.0	Vehicles and Mobile Equipment	11
3.1	General	11
3.2	Licensing and Driving on Site	11
3.3	Car Parking	12
4.0	Environmental.....	12
4.1	Site Environment.....	12
4.2	Cultural Heritage	13
5.0	Housekeeping.....	13
5.1	Work Areas	13
5.2	Vehicle Servicing	14
5.3	Crib and other Facilities	14
5.4	Smoking	14
6.0	Use of SCL Mine Plant and Equipment	14
7.0	Clarification and Obligations.....	14
8.0	Appendices.....	15
8.1	Appendix 1 SCL Mining Tenements *	15
8.2	Appendix 2 – Employee Personal Details.....	16
8.3	Appendix 3 – Contractor Equipment Register	17
8.4	Appendix 4 – Contractor Chemical Register	18
9.0	Revision History.....	19

Definitions

Agreement means the written agreement between Stanwell Corporation Limited (SCL) and the Contractor for the performance of Work at the Site.

CMS&H Act means the *Coal Mining Safety and Health Act 1999 (Qld)* and the *Coal Mining Safety and Health Regulation 2001 (Qld)*.

Contractor's Workforce means all persons engaged in the Work at the Site by or on behalf of the Contractor including employees, subcontractors (and their respective employees), agents and other associated persons.

Mining Operations means the Mining Operations business unit of SCL.

SCL means Stanwell Corporation Limited and its subsidiaries, including Tarong Energy Corporation Limited and TEC Coal Pty Ltd.

SCL Representative means the SCL employee or contractor appointed as the corporation's representative under the Agreement.

Site means:

- (a) any SCL mining tenement (as listed in Appendix 1) or any other SCL Mining Operations controlled site at which Works are being performed which fall under the *CMS&H Act*; and
- (b) any other SCL Mining Operations controlled site at which Works are being performed which fall under the *WH&S Act*.

SSE means the Site Senior Executive (if any) for the Site, as defined and appointed under the *CMS&H Act*. The SSE's delegate shall be the person (or any of the persons) appointed by the SSE in writing in the Mine Record Book as his/her delegate.

WH&S Act means the *Workplace Health and Safety Act 1995 (Qld)* and *Workplace Health and Safety Regulations 2008 (Qld)*.

Work means the work or services to be performed under the Agreement.

1.0 Qualifications, Approvals and Standards

1.1 General

These Site Work Conditions form part of the Agreement.

Without limiting its obligations under the Agreement, the Contractor (and all members of the Contractor's Workforce and visitors) will, at all times during performance of the Work, adhere to and comply with these Site Work Conditions, all relevant legislative requirements (including, without limitation, *CMS&H Act*, *WH&S Act*, and recognised standards and codes of practice, safe working procedures and mine specific rules) applicable to the Work.

1.2 Qualifications and Competency

The Contractor shall ensure and supply satisfactory evidence that all members of the Contractor's Workforce are qualified and competent to carry out the Work. Details of such qualifications and competency shall be provided in the form '*Contractor - Employee Personal Details*' (see Appendix 1). If requested by SCL, the Contractor shall provide copies of any relevant certificates and licences held by members of the Contractor's Workforce.

1.3 Site Inductions and Approvals

Each Agreement entered into by SCL for performance of Work at the Site shall have a nominated SCL Representative.

Entry of the Contractor and each member of the Contractor's Workforce to the Site to perform the Works shall be subject to approval by the SSE or their delegate.

The Contractor shall submit to the SSE or delegate (on the '*Contractor Employee Personal Detail*' form supplied by SCL) details of each member of the Contractor's Workforce (including permitted subcontractors) who will require access to the Site to perform the Works and copies of all certificates of currency.

Unless otherwise advised by SCL in writing, entry of persons onto the Site is subject to each person completing, and the Contractor producing to SCL, upon request, evidence of the completion of:

- A) Generic Induction Queensland (GIQ) Coal - (where specifically required by SCL). The Contractor is responsible for ensuring this induction is completed. This induction will be effective for two (2) years.

The GIQ Coal induction is composed of the following competencies:

- RIIOHS201A - Work safely and follow OHS policies and procedures
- RIIERR205A - Apply initial response first aid
- RIIGOV201A - Comply with site work processes/procedures
- RIIRIS201A - Conduct local risk control
- RIICOM201A - Communicate in the workplace
- RIIERR302A - Respond to local emergencies and incidents

- B) SCL Mining Operations Contractor Induction - arranged through the SSE or delegate. This induction will be effective for two (2) years.
- C) health assessment (compliant with CMS&H Act requirements). This will be effective for five (5) years.

The Contractor shall not allow any person to enter the Site unless that person has been approved by the SSE or delegate and has completed the requisite inductions.

If additional persons are required to perform Work on Site during the term of the Agreement, then the Contractor shall complete and provide the form '*Contractor Employee Personal Details T-1388*' for each additional person for approval by the SSE or delegate.

The SSE or delegate reserves the right to refuse entry to Site or revoke previous approvals and have removed from the Site any person deemed unsuitable for performance of the Work on the Site.

Other site requirements may be required depending on the location and type of the works to be completed.

1.4 Site Working Hours

Normal working shift length on the Site will be up to twelve (12) hours duration, with a maximum of 60 hours worked in any six (6) day period. No more than six (6) days may be worked out of seven continuous days (SSE approval is required for any changes to working days on site outside of those specified). Approval from the SSE or delegate is required to extend a working shift to greater than twelve (12) hours, up to a maximum of fourteen (14) hours duration.

Work plans for normal shifts on site will include day-by-day assignment of tasks and will specify other work-related arrangements.

1.4 Site Working Hours (cont'd)

Travel time required at the start and end of a shift needs to be taken into account by the Contractor in the preparation and application of fatigue management plans.

Any works that are required outside of these times will require a risk assessment and a fatigue management plan which must be approved by the site SSE before any extended work can be performed.

1.5 Site Access

Access to work areas will be advised by the SCL Representative as required.

Access to the Site for any reason other than performance of the Work is prohibited.

All visitors must undergo a visitor's induction prior to entering onto the Site.

All visitors must be accompanied at all times on the Site by a person who has:

1. completed the SCL – Mining Operations Contractor Induction (see Section 2.6); and
2. currently holds one of the following positions:
 - SCL Representative, SSE or SSE delegate, or
 - SCL Mining Operations team member (e.g. supervisor or approved escort); or
 - SCL Contractor approved to work on the Site.

1.6 Transport and Accommodation

Unless specified in the Agreement, the Contractor is responsible for organising transport and accommodation for all of the Contractor's Workforce while they are working on Site and shall be of a reasonable standard of amenity.

1.7 Equipment and Approvals

Use of all equipment on the Site, including subcontractor equipment, is subject to approval by the SSE or delegate. The Contractor shall submit details of all equipment to be brought on Site to the SSE or delegate on the '*Contractor Equipment Register*' form (see Appendix 2) provided by SCL.

The Contractor shall provide and make available for inspection by the SSE or delegate all current statutory approvals, licences, certifications, inspection sheets and any other documentation required to confirm the suitability and competency to safely utilise that equipment on or around the Site and related activities. The Contractor will maintain the currency of the above approvals, licences, certifications, etc while ever the equipment remains on Site.

The Contractor shall not bring, or allow to be brought, onto Site any equipment that has not been approved by the SSE or delegate and, if required, inspected prior to being brought onto the Site.

All equipment used by the Contractor at the Site must be used in a safe manner and must comply with all relevant legislation, standards and codes.

Movement of equipment within the Site is the Contractor's responsibility, but must be authorised by the SSE or delegate.

The SSE or delegate may conduct random inspections of any of the Contractor's equipment at any time while the equipment is on the Site to ensure it remains in a safe and serviceable condition and it is being operated safely.

1.7 Equipment and Approvals (cont'd)

If any additional equipment is required on Site during the course of the Agreement the Contractor shall provide updated copies of 'Contractor Equipment Register' to the SSE or delegate for approval.

The SSE or delegate reserves the right to refuse entry to Site, or require the Contractor to remove from the Site, any equipment that is deemed unsafe or unsuitable for the tasks required to be carried out on the Site.

1.8 Subcontractors

The engagement of subcontractors for work on the Site is subject to the terms of the Agreement and the prior written approval of the SSE or delegate. The Contractor shall provide to the SSE or delegate all details relating to the subcontractor intended to be used to perform the Works under the Agreement. This includes completion of any 'Contractor Employee Personal Details' and 'Contractor Equipment Register' forms as required.

The Contractor is responsible for ensuring that any subcontractor engaged to perform Work at the Site understands and conforms with the rules and requirements applicable to such Work, including requirements of the Agreement and these Site Work Conditions, including inductions, currency of all statutory approvals, licences, certifications, inspection sheets and any other documentation required to confirm the suitability and competence to safely utilise that equipment on or around the Site and related activities.

1.9 Insurance

The Contractor is responsible for arranging and having available documentary proof of all relevant insurances required to meet the requirements of the Agreement, prior to entry to the Site.

2.0 Health and Safety Management

2.1 General

SCL is committed to providing a safe and healthy working environment for employees, contractors and visitors at the Site. As a condition of the Agreement, SCL requires all Contractors engaged to carry out work on its behalf, shall at all times work in a safe and healthy manner and not put themselves or any other person at risk.

All Contractors must, and must ensure each member of the Contractor's Workforce:

- A) complete all relevant health and safety inductions;
- B) familiarise themselves with relevant work areas;
- C) identify potential hazards; and
- D) establish effective control of the hazards prior to commencing the relevant work.

Non-compliance with these Site Work Conditions and other Site safety conditions and rules will be strictly dealt with by the SSE or delegate, and may lead to the removal of the Contractor and/or its subcontractor(s) from the Site where deemed appropriate.

Without limiting its obligations under the Agreement, the Contractor shall at all times adhere to relevant legislative requirements, standards and codes of practice, as well as safety standards, procedures, these Site Work Conditions and any rules or requirements as specified by SCL. The Contractor must ensure that the Work is performed in a way that does not place SCL or the Contractor in breach of any workplace health and safety obligation.

Clauses 43-47 of the CMS&H Act are particularly relevant concerning the health and safety obligations of a Contractor.

2.2 Health and Safety System

SCL's Mining Operations Safety Management System (including the Safety Management Plan ASM-MINE-PLAN-07) shall be the overarching framework for the Site.

In addition, the SSE or delegate may require that a Health and Safety Plan be submitted by a Contractor for approval by SCL. This requirement will depend on the nature and type of the work.

The Contractor's Health and Safety Plan, if required, will detail the following information:

- description of the work to be undertaken;
- identification of the hazards associated with the work task and work area;
- risk assessment and priorities for risk reduction;
- description of the risk control measures to be employed;
- the Contractor's procedures (work instructions) for performing the tasks.
- description of how site health and safety rules, standards and procedures will be monitored to confirm adherence to specified requirements;
- description of injury/incident management;
- statement of health and safety accountabilities; and
- descriptions of systems in place to manage any subcontractors engaged.

Should any conflict exist between the Contractor's Health & Safety Plan and the SCL Mining Operations Safety Management System, the specific requirements of the SCL Mining Operations Safety Management System shall prevail.

2.3 Hazard Identification and Job Safety and Environmental Analysis (JSEA).

If any aspect of the Work to be performed by the Contractor has potential to cause injury to people, or to risk damage to equipment or to the environment, then the Contractor shall develop Job Safety and Environmental Analysis (JSEA) prior to commencing any work on Site. For certain tasks a full detailed Hazard Study may also be required. The Contractor shall consult with the SSE or delegate to clarify these requirements.

The Contractor warrants that, where JSEAs have been completed, the persons undertaking that work shall be fully briefed on the contents, outcomes and special requirements resulting from those JSEAs prior to commencing the Work. In this instance 'persons' refers to all people who will be associated with the work to which the JSEA relates and includes, but is not limited to the Contractor's employees, subcontractors and may include other personnel present on Site.

The SSE or delegate reserves the right to have any Contractor or any member of the Contractor's Workforce who fails to comply with a JSEA, or is responsible for any other actual or potential breach of health and safety requirements, removed from Site.

2.4 Reporting of Accidents and Incidents

The Contractor shall report to the SSE or delegate, at the earliest practical time after the occurrence, all accidents and/or incidents that may occur on Site during the performance of the Work as part of the Agreement. In all cases, this shall be reported prior to the end of the current shift. This includes damage or potential for injury to people and damage to equipment or the environment. It also includes any 'near misses' that may have occurred.

2.4 Reporting of Accidents and Incidents (cont'd)

The Contractor will not disturb the incident site unless necessary to give first aid, protect life, property or the environment or to otherwise render the area safe. **All persons** directly involved in a fatal incident or serious bodily injury will be drug and alcohol tested. Testing will be performed by SCL Mining Operations or their delegate at the earliest reasonable time after the incident and the findings reported to the SSE. Contractors are to ensure that **all persons** directly involved in a fatal incident or serious bodily injury incident are made available for testing.

The Contractor shall carry out an initial accident investigation, with involvement from SCL Mining Operations and the SSE or delegate where deemed necessary by SCL. The Contractor must promptly provide the SSE or delegate with a full copy of all incident investigation reports including photos of the incident and take remedial measures required by the SSE and Mining Operations to prevent a recurrence of the incident.

The Contractor shall provide the above reports and supporting information, on forms to be provided by SCL, to the SCL Representative or delegate, for transmittal to the SSE or delegate. The reports and supporting information will be retained in SCL's safety management records.

2.5 Medicals

The following personnel shall have a current health assessment (evidenced by a Coal Board Medical Certificate) current for up to five years*, prior to commencing work at the Site:

- Full-time Contractors (persons engaged on contracts to work within existing mining-related operations). These persons report to work each day at the Site and do not report to their parent company site prior to starting work each day.
- Long-term Contractors (persons who carry out specific services at the Site on a regular basis, including consultants engaged through service agreements).
- All Contractors working in operational areas (in the field, workshops or who are operating plant and equipment).
- Heavy equipment operators working in mining-related operational areas.
- Crane operators working in mining-related operational areas.

Ref: Mining Operations Visitor/Access Induction Procedure ASM-MINE-PROC-54

***Note:** Crane Operators operating a crane with a man-box or any other device used to lift people working in mining-related operational areas shall renew their Coal Board Medical Certificate every 2 years.

2.6 Contractor Inductions

All members of the Contractor's Workforce shall have completed a SCL – Mining Operations Contractor Induction.*

Where otherwise required by SCL a GIQ Coal shall be completed, prior to commencing work at the Site, by:

- Full-time Contractors (persons engaged on contracts to work within existing mining-related operations). These persons report to work each day at the Site. They do not report to their parent company prior to starting work each day.
- Long-term Contractors (persons who carry out specific services at the Site on a regular basis, including consultants engaged through service agreements).
- All Contractors working in operational areas (in the field, workshops or who are operating plant and equipment).

2.6 Contractor Inductions (cont'd)

- Heavy equipment operators.
- Crane operators.
- Electricians.

***Note:** The SCL – Mining Operations Contractor Induction shall be undertaken at the offices located at Meandu Mine, on Nobby Smith Drive, Nanango. This is the only location where this induction can be completed.

The induction will be delivered on appointment by SCL Mining Operations personnel appointed to provide the induction and to carry out the required pre-start alcohol and drug testing procedures. Other site inductions may be required depending on the location of the works to be performed.

2.7 Personal Protective Equipment (PPE)

The Contractor is responsible for ensuring that each member of the Contractor's Workforce is provided with all the PPE required while working on Site. Provision of PPE is the Contractor's responsibility and is at the Contractor's cost. Contractors are also responsible for ensuring that such PPE is worn correctly at all times where it is appropriate to do so under the Mining Operations Site PPE Standards.

Refer to the SCL Mining Operations Site Induction (ASM-MINE-PROC-66) 'Personal Protective Equipment' section and the Mining Operations Procedure - Selection Use and Maintenance of PPE (ASM-MINE-PROC-53).

Failure by members of the Contractor's Workforce to wear appropriate PPE constitutes grounds for the SSE or delegate to have the individual removed from the Site.

Minimum PPE includes:

- Safety Boots – lace up ankle high;
- Cotton Drill Long sleeve shirt - Reflective high visibility material;
- Cotton Drill long-leg trousers;
- Gloves are to be carried at all times and are recommended for scrub work and opening / closing gates (leave gates as found);
- A hat, sunscreen (if outdoors) and safety glasses;
- First aid kits to be provided and snake bite kits to be carried & accessible in vehicles; and
- Other PPE items as deemed necessary for location and specific tasks will be provided by the Contractor as required.

Additional requirements include:

- Safety hard hat when around operating machinery (i.e. drill rigs);
- Access into any drill rig work zone is only by invitation of the Site geologist (for drill rig access) and a hardhat and hearing protection is required.

2.8 Working at Heights

'Working at Heights' is defined as any task where the risk assessment highlights a danger of falling. There are risks associated with working at any elevated position and considerations needs to be given to this during the risk assessment activity.

In all cases, fall prevention or protection equipment shall be used for elevated work above 1.8 metres from the ground or stable floor surface.

2.9 Electrical Equipment (general)

All mains-powered electrical equipment used by the Contractor to perform the work shall be tagged and tested in accordance with AS/NZS 1660 prior to being brought on Site.

The tag shall:

- be securely attached to the power cord below the plug.
- show the name of the competent person who performed the inspection.
- specify when the next inspection is due.
- be listed on the form '*Contractor Equipment Register T-1390*'.

Double adaptors are not permitted on Site. Domestic power boards are permitted for office use only.

All electrical equipment shall be kept in a safe and serviceable condition at all times while on Site. Any equipment that is damaged or fails during operation on Site shall be fitted with an 'Out Of Service Tag' immediately and be removed from use until repairs have been completed.

2.10 Isolation – Tagging & Lockout

All designated electrical systems, plant and equipment, plus stored energy sources must have a written procedure for isolation.

Contractor arrangements shall be in compliance with provisions contained in the 'Mining Operations - Isolation, Tagging and Lockout Procedure' (ASM-MINE-PROC-59).

2.11 Drugs and Alcohol

Non-prescription drugs and alcohol shall not be brought on to the Site under any circumstances. Any person under the influence of any such substances shall not be permitted to enter or to remain on Site.

Details of any medications required to be taken by a member of the Contractor's Workforce shall be provided by the Contractor to the SSE or delegate on the '*Employee Personal Details*' form prior to commencement of the Work.

Random breath tests are policy at the Site. No person with a blood alcohol level above 0.00% shall be permitted to enter or remain on the Site.

Random drug tests are policy at the Site. Any person found to be in possession, or under the influence of, any banned substance may be immediately (and at the direction of the SSE, permanently) removed from the Site.

The Contractor shall raise any concerns to the SSE or their delegate.

2.12 Chemical Substances

The Contractor shall not bring any chemical substances on Site without the prior approval for each substance by the SSE or delegate.

The Contractor shall list all chemical substances that they intend to use in performing Work under the Agreement on the '*Contractor Chemical Substance Register*' form T-1389. Further, an updated copy of this form shall be submitted to the SSE or delegate if the Contractor needs to extend the type of substances or the nominated uses at any time during the term of the Agreement.

Prior to bringing the relevant chemical substance onto the Site, the Contractor shall supply current material safety data sheets (MSDS) for all chemicals that are to be used and must then have a copy of the MSDS available for reference at all times while using or storing the chemicals on Site.

2.12 Chemical Substances.. (cont'd)

Storage must be in a safe location in accordance with the *'Hazardous Substance and Dangerous Goods Management'* requirements (OHS-PROC-201).

Chemical substances include, but are not limited to, oils and greases, acids and bases, fuels and explosives, glues and adhesives, drugs and poisons and bottled gases.

2.13 Permits

The Contractor shall not conduct any drilling or excavation of ground or floors without first obtaining all the required permits from the SSE or delegate, including a Mining Operations Site Access Checklist (MOSAC) (Form T-1426) and Excavation, Trenching or Penetration Permit (T-1391).

Permits will not be issued unless all land access protocols, cultural heritage clearances and all other statutory compliances have been satisfactorily addressed.

3.0 Vehicles and Mobile Equipment

3.1 General

All vehicles and mobile equipment used on the Site must:

- be registered (if required by law);
- be comprehensively insured;
- be kept in a roadworthy, safe and serviceable condition at all times;
- contain OEM manual and service history;
- in the case of all light vehicles and all mobile equipment, be inspected before coming to Site and at the start of each working shift. Sufficient documentation is to be kept to enable the Contractor to confirm compliance with this requirement;
- have completed inspection checklists for record purposes; and
- have records showing servicing and maintenance of vehicles brought to Site.

At the request of the SSE or delegate, the Contractor must make available all information regarding light vehicles and/or mobile equipment used on the Site.

Any persons found riding in, driving, or operating vehicles or mobile equipment on Site in a manner contrary to Site safety standards and licensing requirements will be removed from the Site by the SSE or their delegate.

Prior to admission to Site, all vehicles, ground engaging equipment, plant items and machinery shall be thoroughly washed down to remove soil which may be contaminated with noxious weeds or seeds collected at other locations.

3.2 Licensing and Driving on Site

All persons who are required to drive on the Site (including operation of heavy equipment) must have the relevant authorised licences and qualifications, and be deemed competent to operate the relevant vehicle or equipment. The Queensland road and traffic rules, in conjunction with any site specific traffic rules will apply while driving on any part of the Site, and on adjacent public roads, and shall be obeyed at all times.

A copy of any site specific traffic rules shall be provided to the Contractor prior to commencement of work and the requirements contained in these rules shall be enforced by the SSE or delegate.

3.3 Car Parking

The Contractor and the Contractor's employees and subcontractors shall be permitted to park vehicles within designated car parking areas, or at other specified locations as authorised by the SSE or delegate.

All of the Contractor's vehicles (and the vehicles of members of the Contractor's Workforce) shall be parked as directed by the SSE or delegate to ensure safety.

Unattended vehicles shall be parked in an inherently stable state (i.e. not able to roll away even if it is in neutral and the hand-brake is off), in-gear with hand-brake applied, clear of traffic flows.

4.0 Environmental

In performing the Work, the Contractor must not harm the environment and must take all necessary steps to prevent harm to the environment.

All Contractors and all members of the Contractor's Workforce shall make themselves aware of the requirements and environmental responsibilities included in the 'SCL – Environment Management Policy (G2 787195)' and incorporate these requirements into day to day activities.

4.1 Site Environment

All environmental incidents shall be reported immediately to the SSE or delegate as per SCL incident reporting procedures.

It is the duty of the Contractor and each member of the Contractor's Workforce to notify the SSE or delegate, of any activity that causes, or threatens to cause, environmental harm or environmental nuisance. If in any doubt, the issue should be reported.

The Contractor shall take reasonable steps to minimise the environmental disturbance caused by the Contractor's Workforce while performing the Work on the Site. Designated roads shall be used for travelling from place to place. Vehicles are prohibited from taking 'short cuts' through the natural bush or revegetation areas.

No clearing of vegetation shall be undertaken without the prior written permission of the SSE or delegate.

The Site has an Environmental Management System (EMS) comprising policies, procedures, audits and reviews. The EMS is designed to enable continuing protection of, and improvement in, environmental performance at the Site.

No water management structure shall be altered without approval of the SSE or delegate. This relates to dams, drains and creeks on the Site and including the associated vegetation.

The Contractor shall keep the area of the work site as small as possible to minimise the disturbance to the surrounding areas.

Domestic animals are not permitted to be brought on the Site at any time.

All wildlife and vegetation should be considered to be protected on the Site. Shooting, trapping and camping activities are prohibited, as is the removal of any wildlife or vegetation from Site.

No open fires shall be lit on the Site without the prior written approval of the SSE or delegate, and local Fire Brigade (where appropriate).

4.2 Cultural Heritage

The *Aboriginal Cultural Heritage Act 2003 (Qld)* was enacted to protect areas of land and objects of heritage relating to the Aboriginal people. These sites are clearly of cultural significance. Hence, previously undisturbed areas shall be inspected (use T-1514: Land Clearance and Disturbance - Aboriginal Cultural Heritage Ground Disturbance Permit Request Form) to apply for clearance check) to determine if there are sites which may require management.

The Bunya Wakka Wakka people are recognised as the traditional owners of the land in and around the Meandu Mine and Kunioon MDL part of the Site. SCL has engaged with the Bunya Wakka Wakka and other parties through agreed arrangements to satisfactorily deal with cultural heritage matters.

Remnants of non-Aboriginal settlements older than 30 years, such as old houses may also require management.

Contractors and each member of the Contractor's Workforce must ensure their activities at the Site comply with the requirements of the *Aboriginal Cultural Heritage Act 2003 (Qld)*.

Contractors and all each member of the Contractor's Workforce have a responsibility in relation to cultural heritage and, without limiting their obligations, shall comply with the following requirements:

- if remains or other items of aboriginal cultural heritage are located, the find must be immediately reported to the supervisor of the working party and to the SSE or delegate. The remains or items should not be disturbed or removed;
- all activity which is likely to disturb the environment must be undertaken in a manner that does not harm aboriginal cultural heritage;
- any fossils, minerals, coins, artefacts and items of geological and archaeological interest discovered on the Site shall remain the property of SCL and shall not be disturbed or defaced in any way or removed from the Site, and
- the Contractor shall notify the SSE or delegate of the details and locations of any such find.

5.0 Housekeeping

5.1 Work Areas

The Contractor shall be responsible for keeping the work area in a safe and tidy condition at all times and to ensure that all rubbish and waste created is removed from Site prior to completion of the Agreement. All rubbish items and waste material must be removed in accordance with SCL waste management procedures.

In relation to diesel, lubricant and chemical management, the Contractor must ensure:

- all fuel and oil tanks are bunded in accordance with Section 5 of AS1940;
- appropriate fire control systems are in place;
- diesel or oil spills to water are immediately reported to the SSE or delegate; and
- immediate action is taken to limit the risk of further spills or leakage, contain the affected area and facilitate follow-up actions to clean-up and remediate the Site.

5.2 Vehicle Servicing

All equipment, parts and materials stored on Site shall be stored in a safe and tidy manner at all times.

Vehicles and equipment shall only be serviced and maintained in areas nominated for that purpose by the SSE or delegate. The Contractors shall provide suitable containers to hold waste oils and lubricants prior to disposal off site.

5.3 Crib and other Facilities

The Contractor shall provide employees with crib and ablution facilities for use whilst on Site, in any situation where these facilities have not been provided by SCL. Such facilities must be laid down in areas nominated by SCL.

The Contractor shall consult with the SSE or delegate to determine if these facilities will be available prior to commencement of the Agreement.

5.4 Smoking

Smoking is prohibited in all offices, vehicles and sites except at designated smoking areas.

6.0 Use of SCL Mine Plant and Equipment

The SSE or delegate may agree for a Contractor to use SCL mine plant and equipment items during the term of the Agreement. In that event, the plant and equipment shall be used by the Contractor on the conditions that:

- the equipment is available and not otherwise needed by SCL;
- the Contractor shall be liable for any damage to the plant or equipment while under the direction or use of the Contractor, its employees or subcontractors;
- if the plant or equipment is operated by an employee of SCL, that person is not under the direction of the Contractor whilst performing the Work;
- it shall remain the responsibility of the Contractor to ensure the plant and equipment involved is suitable for the purpose intended.
- all contractors, sub-contractors are trained and competent to use the equipment in question.

7.0 Clarification and Obligations

Notwithstanding any of the matters set out in these Site Work Conditions, if the Contractor, or any member of the Contractor's Workforce has any doubt regarding their responsibilities or obligations while on the Site, they should seek immediate clarification from the SCL Representative, SSE or delegate.


8.0 Appendices

8.1 Appendix 1 SCL Mining Tenements *

Location	Permit Number
KUMBIA	EPM 16799
Stanwell Corporation Limited	Code Compliant Environmental Authority MIC200600007
MEANDU	ML6674 (excluding any area covered by a mining services agreement, which appoints a SSE under the CMS&H Act for that area, e.g. the surface rights area of Meandu Mine)
TEC Coal Pty Ltd Area: 4,267 hectares	Non Code Compliant Level 1 Mining Project Refer to Permit No. MIN100700408
GOODGER	EPC 1301
TEC Coal Pty Ltd	Code Compliant Environmental Authority MIC200757508
SOUTHWEST YARRAMAN	MDL200
TEC Coal Pty Ltd 1,475.5 hectares	Code Compliant Level 2 Project MIC200699208
KUNIOON	MDL201
TEC Coal Pty Ltd Area: 5,367.39 hectares	Non Code Compliant Level 1 Mining Project Refer Permit No. MIN100687308
GOODGER 1	EPC 1670
TEC Coal Pty Ltd	Code Compliant Environmental Authority MIC200854009

* This list is subject to change at any time. This list does not include SCL Mining Operation's rehabilitation areas and lands not covered by mining tenements and/or the operation of the CMS&H Act.

8.2 Appendix 2 – Contractor Employee Personal Details



MINING OPERATIONS CONTRACTOR – EMPLOYEE PERSONAL DETAILS

A separate copy of this form shall be completed for each Contractor's / subcontractor's employee who will work on a Stanwell Corporation (SC) Mining Operations site and must be approved by Mining Operations/ Senior Site Executive (SSE) or appointed representative prior to such employees starting work on site.
 Note: Should a competency stated below expire, then the approval to conduct work within that competency is immediately withdrawn.

Name: (print)				Date of Birth:	/ /						
Address:	Street:										
	City:		State:		Post Code:						
Contact Phone:	Home:			Work:							
Emergency Contact:	Person:			Phone Number:							
Health Assessment: (attach copy)	Number:		State:		Expiry Date: / /						
Generic Induction: (where required by Torona Energy)	Number:		State:		Expiry Date: / /						
Site Contractor Induction:	Site:				Expiry Date: / /						
Civil Driver's Licence: (attach copy)	Number & Class of Licence:		State:		Expiry Date: / /						
Mine Site Driver's Licence:	No <input type="checkbox"/>		Yes <input type="checkbox"/>		Open: <input type="checkbox"/>		Expiry Date: / /				
					Restricted: <input type="checkbox"/>						
Last First Aid training: (attach copy)	Expiry Date:		Last CPR training: (attach copy)		Expiry Date: / /						
Trade Qualifications: (attach copies)											
Mine Site "Authority to Operate" / Competency: (attach copies of tickets)											
Competency	Y	N	Expiry Date	Competency	Y	N	Expiry Date	Competency	Y	N	Expiry Date
Light vehicle	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Loader	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Rigger	<input type="checkbox"/>	<input type="checkbox"/>	/ /
Truck	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Belted Work Platform	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Digger	<input type="checkbox"/>	<input type="checkbox"/>	/ /
Crane	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Excavator	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Confined Space	<input type="checkbox"/>	<input type="checkbox"/>	/ /
Dog box	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Grader	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Working at Heights	<input type="checkbox"/>	<input type="checkbox"/>	/ /
Backhoe	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Scraper	<input type="checkbox"/>	<input type="checkbox"/>	/ /				
Rollers	<input type="checkbox"/>	<input type="checkbox"/>	/ /	Bobcat	<input type="checkbox"/>	<input type="checkbox"/>	/ /				
Employee's Signature:				Date:	/ /						
Contractor Manager Name:				Date:	/ /						
Mining Operations / SSE / appointed rep. Name:				Date:	/ /						

8.3 Appendix 3 – Contractor Equipment Register



MINING OPERATIONS CONTRACTOR EQUIPMENT REGISTER

Before accessing the site, the contractor must provide a register of the equipment to be used on site. The listing must include (but not limited to) Vehicles, Electrical, Pneumatic, Hydraulic, Internal Combustion, Height Safety Gear, Cranes etc.

Note: For all vehicles, including mobile mining equipment, used for work purposes must be subject to a risk assessment that addresses all aspects of safe operation including handling, driver vision, brake failure, tyre blow out and access/egress for operators and maintainers.

Contractor: _____						
#	Equipment Description	Identifying No. (if any)	Date of last inspection / /	Mining Operations/Run/oon S & E or Appointed Representative Approval for Use		
				Y	N	Initial
1			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
2			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
3			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
4			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
5			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
6			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
7			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
8			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
9			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
10			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
11			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
12			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
13			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
14			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
15			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
16			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
17			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
18			/ /	<input type="checkbox"/>	<input type="checkbox"/>	
Name of Contractor Representative				Date / /		
Signature: _____				/ /		

8.4 Appendix 4 – Contractor Chemical Register



MINING OPERATIONS CONTRACTOR – CHEMICAL REGISTER

Before accessing the Mining Operations sites, the contractor must provide a register of the equipment to be used on site.
The listing must include (but not limited to) All hazardous chemicals, flammable liquids and substances, carcinogens etc.

Note: For all substances including fuels for mining equipment must have a MSDS covering all aspects of safe use and handling of substances.

Contractor: _____						
	Chemical Name/Description	Identifying No. (TMS)	Dangerous Goods # eg. 5.1	Mining Operations / S&SE / Appointed Representative Approval for Use		
				Y	N	Initial
1				<input type="checkbox"/>	<input type="checkbox"/>	
2				<input type="checkbox"/>	<input type="checkbox"/>	
3				<input type="checkbox"/>	<input type="checkbox"/>	
4				<input type="checkbox"/>	<input type="checkbox"/>	
5				<input type="checkbox"/>	<input type="checkbox"/>	
6				<input type="checkbox"/>	<input type="checkbox"/>	
7				<input type="checkbox"/>	<input type="checkbox"/>	
8				<input type="checkbox"/>	<input type="checkbox"/>	
9				<input type="checkbox"/>	<input type="checkbox"/>	
10				<input type="checkbox"/>	<input type="checkbox"/>	
11				<input type="checkbox"/>	<input type="checkbox"/>	
12				<input type="checkbox"/>	<input type="checkbox"/>	
13				<input type="checkbox"/>	<input type="checkbox"/>	
14				<input type="checkbox"/>	<input type="checkbox"/>	
15				<input type="checkbox"/>	<input type="checkbox"/>	
16				<input type="checkbox"/>	<input type="checkbox"/>	
17				<input type="checkbox"/>	<input type="checkbox"/>	
18				<input type="checkbox"/>	<input type="checkbox"/>	
Name of Contractor Representative				Date / /		
Signature:				/ /		

9.0 Revision History

Rev. No.	Rev. Date	Revision Description	Written by	Approved by
0	05.09.2008	Standard Created	T. O'Reilly	M Turner
1	18.06.2010	Standard revised Kunioon removed from title and replaced with Mining Operations, Dept directives add	T. O'Reilly	R. Rutten
2	01.06.2011	SCL Naming & Update FTW	T. O'Reilly	R. Rutten