

MINIMUM PUBLIC SAFETY REQUIREMENTS

FOR EVERY PROJECT, TASK OR JOB

1. Assess the potential for interface with the public and conduct a risk assessment if potential public interface is identified.
2. Where possible schedule works during off-peak periods to minimise public interface.
3. Establish exclusion zones using physical means where possible (e.g., hoardings, fencing, hard barricading, water filled barriers) and ensure above, adjacent, and below levels are risk assessed. AS 4687—2007 Temporary fencing and hoardings.
4. Check temporary site structures are erected and secured correctly (e.g., hoardings, fencing, barricading and other fixings). Ensure water barriers are filled and capped.
5. Traffic Management Plan (and relevant permits) for work conducted on or near a road when the work involves taking full or partial control of the traffic, or when it involves the diversion of pedestrians. All personnel responsible for preparing and implementing worksite traffic management plans must be appropriately qualified and only approved traffic control devices consistent with AS1442 (1-15) & AS1743.
6. Provide designated pedestrian walkways with clear passageway with adequate signage and accessibility. Vehicles and pedestrians must have physically separate access/entry points.
7. Display and maintain signage appropriate for building, office, project site or work site. Signage must be clearly visible from the access point for safe entry by persons or vehicle. Project sites must also include caution signage and principal contractor signage.
8. Operating mobile plant/machinery, vehicles or moving large loads (on trolleys or in bins) as spotter must be used where work cannot be conducted within an exclusion zone (e.g., for short term works in the terminal, forecourt or building structure).
9. Maintain good general housekeeping to ensure loose items are secured to prevent them from becoming airborne in high winds. (Consider waste disposal).
10. Maintain good housekeeping in and around the work site or work area. Consider water disposal, waste disposal, electrical compliance (test and tag), spill control, security and storage of equipment, hazardous substances and dangerous goods.
11. Never leave plant or equipment unattended with keys in them.
12. Maintain vigilance during work breaks (e.g. appoint a spotter or controller during breaks if required).
13. Ensure all occupational exposure risks have been identified and PPE selected prior to task being undertaken. Impact to workers and the public to be assessed (e.g. noise, dust and fumes) prior to task being undertaken and appropriate controls are in place.
14. Respiratory Protective Equipment (RPE), welding screens are to be used when performing welding tasks. Ensure permit for high risk activity has been approved.
15. Secure the work area, site, building or retail space including stock, plant and equipment, from public access when not occupied. Ensure walkways are kept clear.
16. Conduct daily safety inspections, pre-works and post-works safety inspections to ensure the above items are addressed.