



ATTACHMENTS

**Under Separate Cover
Ordinary Council Meeting**

Thursday, 28 May 2026

Table of Contents

14.2 DEVELOPMENT APPLICATION - PROPOSED METEOROLOGICAL MONITORING MAST	2
Attachment 1 Development Application Documentation & Plans	3
Attachment 2 Copy of Submissions Received During Public Advertising	156

ATTACHMENT 1

JBS&G 67782 | 167,675 (0)

19 December 2025

Vin Fordham Lamont
Chief Executive Officer
Shire of West Arthur
Via email: shire@westarthur.wa.gov.au

Application for Development Approval – Meteorological Mast

Dear Mr Lamont,

Acciona Energy Global Pty Ltd (hereon referred to as Acciona Energia) is seeking Development Approval (DA) from the Shire of West Arthur (hereon referred to as the Shire) under the Local Planning Scheme No. 2 to construct and operate a Meteorological Mast (hereon referred to as Met Mast) at a proposed location within the Shire.

The purpose of constructing and operating the Met Mast is to undertake climatic monitoring and determine the suitability of the location for a future wind farm, referred to as Acciona Energia's Bellwether Wind Farm project.

This supporting letter provides the information to support Acciona Energia's application for DA, (Attachment B):

- description of proposed works, including proposed location and specifications of the Met Mast
- summary of consultation undertaken to date regarding installation and operation of the Met Mast
- consideration of local planning requirements relevant to the proposed Met Mast.

Applications for building permit for the proposed location of the Met Mast are provided in Attachment C.

Project Overview

Acciona Energia is proposing to install one (1) Met Mast, in association with the future Bellwether Wind Farm, at the following location within the Shire:

- (Approximately -33°22'34.41"S, 116°51'42.09"E) Lot 1 on Diagram 99760, Bokal WA 6392 (**MM8; Lot 1**)

The final Met Mast location is approximate subject to minor adjustments to account for on-ground installation. The Certificate of Title for Lot 1 is provided in Attachment C. The Met Mast will provide wind speed and direction data for the project area, which can then be used to determine suitability of the area for generating wind power. Construction of each Met Mast will consist of a concrete foundation and metal lattice structure supported by guy wires. The installed mast is intended to be temporary with a lifespan of 2 to 5 years and will consist of the following components (see Attachment D):

- galvanised steel framework with alternating contrasting bands of colour to at least top third of mast
- mounting boom for sensors (to measure wind speed, vertical windspeed, direction, temperature, humidity, and pressure)"
- guy-fixing system (inner, intermediate and outer anchor footings and guy wires)
- cables for data and electrical purposes



- paint markers on mast, aviation marker balls and ground markers (i.e. guy wires) for aviation safety.

An indicative schematic diagram of a Met Mast is provided in Plate 1.



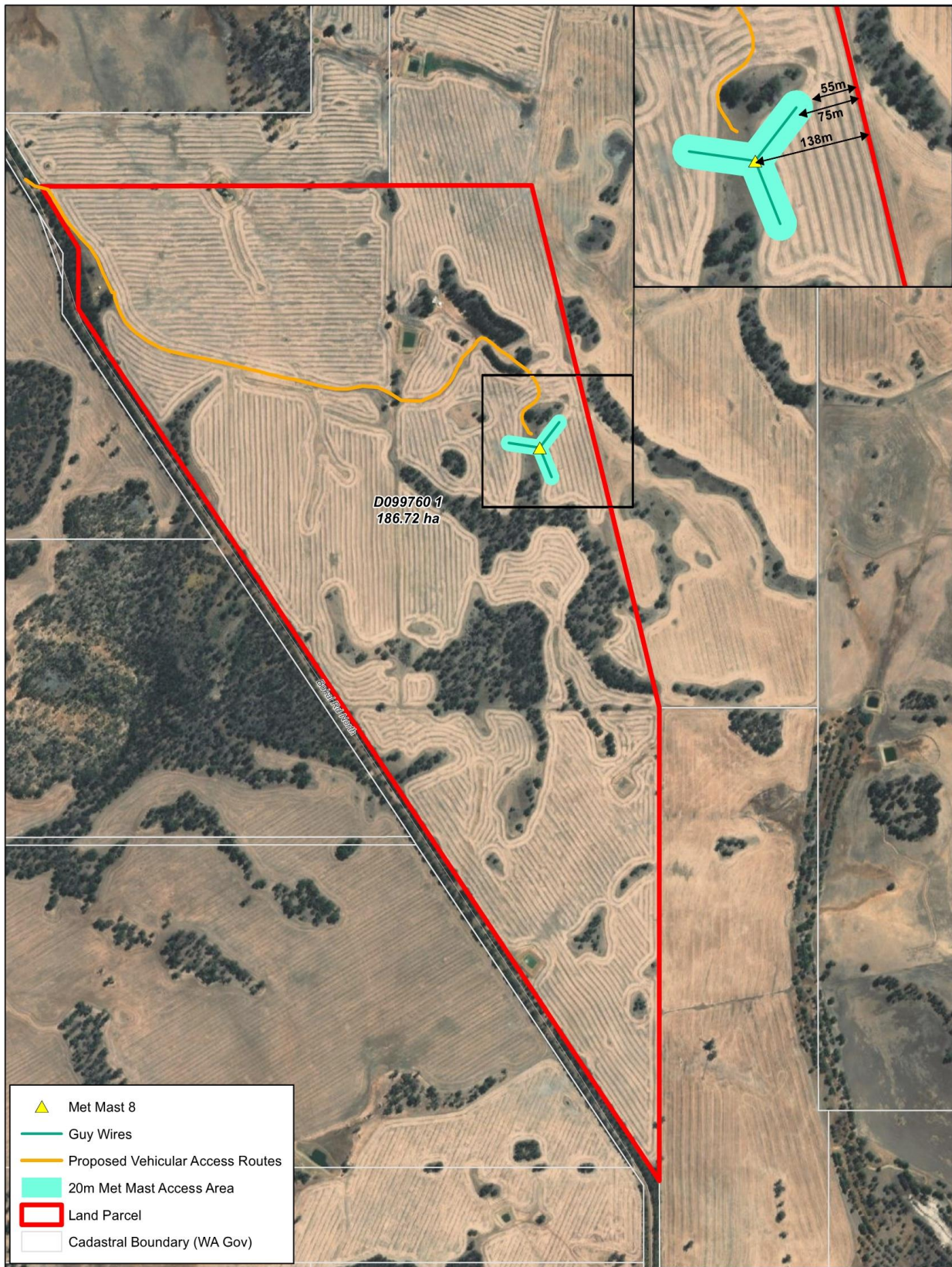
Plate 1: Example of Met Mast (Captains Mountain Wind Farm 2021)

Met Mast Specifications

Lot 1 is approximately 186.72 ha (see Figure 1). The development footprint comprises approximately 2 ha, inclusive of the 4m² concrete foundation beneath the Met Mast and guy wires. The met mast is proposed to be located more than 50 m from all lot boundaries. The Proponent has undertaken an environmental due diligence assessment to ensure that relevant environmental factors are appropriately considered prior to installation of the Met Mast, and to ensure that the correct approval pathways are followed for its installation and operation.

Construction time of the Met Mast is anticipated to be 8-10 days whereby concrete foundations will be poured and mast will be installed section by section (each section 3 m in length) to a total height of 120 m (for the met mast lattice structure, the top height with top anemometers is 122.5m and lightning rod final height is approx. 123.5m). Guy wires will be mounted at two heights and anchored into the ground between 40 m and 80 m from the mast. The operation phase of the Met Mast will be 2-5 years before decommissioning. Following decommissioning, Acciona Energia will assess the requirement for the mast sections and concrete foundations to be removed or remain. There will be no ancillary facilities required for personnel during operation of the Met Mast. Specification diagrams of the proposed met mast are provided in Attachment D.

Consideration of the planning and environmental context of Lot 1 is detailed in the following sections.



ACCIONA Energia makes no representation or warranty as to the accuracy or completeness of the information contained in the plans. Recipients must make their own assessment and form their own views in light of their particular circumstances. Recipients must keep the information confidential and not use it for any other purpose. Recipients expressly waive any right they may have to rely on the information and agree not to rely upon it or sue or hold any of Acciona Energia or its related parties, officers, employees or advisers liable in any respect. Recipients must bear their own costs or expenses in reviewing, investigating or analysing the information. These plans are not intended to create any legal obligations on ACCIONA Energia.

 <p>ACCIONA Energy Level 8, 11 Eastern Road, South Melbourne, Victoria, 3205 Phone: +61 3 9027 1000</p>	<p>BELLWETHER WIND FARM</p> <p>PROPOSED METEOROLOGICAL MAST SITE PLAN</p>	<p>Scale: 1:8,500 @ Page size: A3 Coordinate System: GDA 1994 MGA Zone 50 Date: 12/02/2026 File:003_BWWF_MET_MAST_A3P_RevC Revision: C Created by: SV</p> <div style="text-align: right;">   </div>
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Stakeholder Consultation

Acciona Energia has engaged with several stakeholders relevant to this project. Outcomes of these engagements are summarised in Table 1.

Table 1: Summary of stakeholder engagement outcomes

Stakeholder engaged	Outcome of engagement
Shire of West Arthur	<ul style="list-style-type: none"> Acciona Energia has consulted with the Shire in regard to Met Masts, providing information about the general proposed met masts installation. Acciona Energia consulted with the Shire of West Arthur’s Shire President on 19 November 2025 to discuss this location in further detail.
Landowners	<ul style="list-style-type: none"> Acciona Energia has consulted with the landowner regarding the proposed met mast installation and negotiated an appropriate location that would minimise impact to their operations. <p>The landowner is a signatory to this application and supports the DA, under the conditions that the met mast is a temporary monitoring device that will be assessed for potential removed once monitoring is completed.</p>
Adjoining landowners	<ul style="list-style-type: none"> Acciona Energia has sent a letter to one of the adjacent landowners that is located within 2km of the site, regarding the proposed met mast installation. This landowner did not respond to the letter. Acciona Energia has consulted via a phone call two adjacent landowners that are located within 2km of the site, regarding the proposed met mast location. These landowners are also involved in the Bellwether Wind Farm as project landowners.
Civil Aviation Safety Authority (CASA)	<p>Acciona Energia plan to contact CASA upon submission of the DA and upon preparing the building permit.</p> <ul style="list-style-type: none"> The proposal is outside CASA’s formal regulatory framework for aerodromes, due to there being no certified aerodromes within 15 km of the proposed met mast location at Lot 1 and Lot 5681. Recommend consideration of guyed mast structure with a surface finish to distinguish the mast from background environment and placing marker balls on the upper third of guy wires to assist with visibility. <p>Recommend that all permanent obstacles 100 m or above ground level or that penetrate the obstacle limitation surface are reported to the Aeronautical Information Service provide, Airservices Australia (VOD@airservicesaustralia.com or 02 6268 5622).</p>
Gnaala Karla Booja Aboriginal Corporation (GKBAC)	<ul style="list-style-type: none"> Acciona Energia met with GKBAC in November 2024 at their offices in Bunbury. The proposed met mast installation was discussed after which Acciona Energia negotiated the Noongar Standard Heritage Agreement (NSHA). The NSHA with GKB has been signed and executed. The Activity notice is to be submitted. Activity notices were submitted for the previous met mast DA and cultural heritage surveys were undertaken at the site. Acciona Energia have also met with GKB other times throughout 2025 year, such as at their office opening event in April and for NAIDOC week in July.
Wider Shire community	<ul style="list-style-type: none"> Acciona Energia continues to advertise on the Bleat ongoing updates on the Bellwether WF. This includes the procurement of met masts to further advance and support the viability of the project.



- Acciona Energia have conducted community engagement sessions and regularly attended community events throughout 2024 and 2025.

State and Local Government regulatory framework

Several state and local policies and schemes are relevant to the proposed construction and operation of a Met Mast, as described in the following section.

Planning and Development Act 2005

The *Planning and Development Act 2005* (Planning Act) provides a system of land use planning and development in WA.

Acciona Energia is hereby making application to the Shire for development approval for construction and operation of the Met Mast under the Planning Act.

Local Planning Scheme No. 2

The Shire’s LPS provides classification of different land zones and provides appropriate land uses for each zone. Under the LPS, Lot 1 and Lot 5681 is zoned “Rural” and a Met Mast is not a defined land use under the LPS. However, the following sections demonstrate that the Project is appropriate for the Rural zone.

Table 2 demonstrates that the Project aligns with the Shire’s LPS strategic plan for Rural land.

Table 2: Demonstration of project alignment with strategic plan for Rural land of the LPS (Section 5.1)

Strategic Plan for Rural land	Project alignment
The Council supports diversification of agricultural production and supports other rural uses that complement and do not have potential to constrain established farming. Council will be mindful of the need for buffer separation to avoid nuisances such as dust, noise, odour, spray drift.	The proposed Met Mast location for construction and operation is not anticipated to constrain established farming in the local area. As described in Table 4, there will be low impacts to visual and landscape amenity, minimum nuisances over the 8–10-day construction period and adequate setback distances provided from lot boundaries (see Figure 1).

State Planning Policy 2.5 – Rural Planning (WAPC 2016)

The SPP 2.5 provides planning objectives of land zoned Rural under the LPS. Table 3 demonstrates that Acciona Energia’s proposed Met Mast aligns with SPP 2.5.

Table 3: Demonstration of project alignment with the SPP 2.5 Rural Planning

SPP 2.5 Rural Planning	Project alignment
SPP 2.5 is intended to protect rural land assets in WA and ensure compatibility between land uses on rural land. Objectives of the policy are to protect environmental, landscape and water resources, minimise land use conflicts, promote economic growth and development on rural land and protect land required for animal premises and food production.	The proposed location of the Met Mast (Figure 1) was selected to avoid environmental values and protect the natural landscape. The initial due diligence assessment undertaken by Acciona Energia ensured that sensitive receptors (i.e. residences) and environmental values (i.e. native vegetation, fauna habitat, heritage places) will be avoided by construction of the Met Mast (see Table 4).

Position Statement: Renewable Energy Facilities (WAPC 2020)

This position statement guides the planning approval processes for renewable energy facilities and guides their development whilst also minimising potential impacts to the environment and the natural landscape.

Table 4 demonstrates the Acciona Energia’s project alignment with the Position Statement.



Table 4: Summary of Acciona Energia’s project alignment with the WAPC Position Statement: Renewable Energy Facilities

Position Statement Item	Evidence of project alignment
Community consultation	<ul style="list-style-type: none"> • Acciona Energia has consulted with Shire, the landowners and landowners of adjacent properties within 2 km. • Acciona Energia has planned to consult with Gnaala Karla Booja Aboriginal Corporation (GKBAC) when the Activity notice is submitted. • Outcomes of consultation are summarised in Table 1.
Environmental impact	<p>Acciona Energia has completed an desktop environmental due diligence assessment of Lot 1 and the surrounding area. This assessment included consideration of land use, surrounding land uses, site topography and soils, acid sulfate soil (ASS) risk, presence of waterways and wetlands, environmentally sensitive areas (ESAs), legislated lands and waters, flora and vegetation, fauna and habitat, cultural heritage areas, land contamination and bushfire risk. Additional factors including visual landscape impact, traffic management and site security and access were considered.</p> <p>The initial due diligence assessment concluded that the proposed Met Mast will not have significant environmental impact, due to the proposed location of the Met Mast not requiring removal of any native vegetation, not being within a designated bushfire prone area, not at risk of ASS occurrence, and not containing or adjoining any waterways, ESAs, legislated lands and waters, contaminated sites or cultural heritage places. The nearest conservation area is approximately 13.8 km west of the Lot 1 boundary.</p>
Visual and landscape impact	<p>There is anticipated to be negligible visual impact caused by the proposed Met Mast due to the slimline ad semi-transparent construction of the mast. The proposed location is not surrounded by sensitive receptors, i.e. residences. The Met Mast is proposed to be more than 1.5 km from any dwelling or sensitive land use. There will be painted markings on the mast, marker balls and ground markers (i.e. guy wires) installed as required by aviation safety.</p>
Public and aviation safety	<p>An Aviation Impact Assessment has been completed for the proposed Met Mast (Attachment E).</p> <p>A summary of findings of the AIA is provided below:</p> <ul style="list-style-type: none"> • There are no certified aerodromes located within 30 nm of the proposed site. The closest certified aerodrome is Katanning Airport (YKNG), approximately 82 km/44 nm east of the Project Site. • The 30 nm radius represents the 25 nm minimum sector altitude (MSA) for aerodromes with terminal instrument flight procedures. The 25 nm MSA is determined by assessing obstacles within 30 nm (25 nm plus 5 nm buffer) of the aerodrome reference point or navigational aid on which the MSA is based. • The proposed met mast will have no impact on controlled or designated airspace • Acciona Energia is to notify CASA of the proposed met mast details. • Acciona Energia is to provide final location and height details of met mast coordinates and elevation to Airservices Australia. • Lighting is not mandatory on the met mast; however, the following markings are recommended to ensure identification by pilots flying low in the area: <ul style="list-style-type: none"> ○ Painted markings for top third of the mast ○ Marker balls on guy wires ○ Ground markers/ guy wire ground attachment points in contrasting colours to surrounds.
Heritage	<p>According to Acciona Energia’s initial due diligence assessment, there are no Registered Places on the DPLH’s Aboriginal Cultural Heritage Register, within or adjacent to Lot 1, and there is no non-Indigenous heritage Places recorded with the Heritage Council.</p>
Construction impact	<p>Construction of the Met Mast is not anticipated to have significant site impact, with construction occurring over an 8-10-day period.</p>



Position Statement Item	Evidence of project alignment
	<p>Any service access tracks and laydown areas required during construction, operation and decommissioning phases will be constructed and managed in consultation with the landowner.</p> <p>Acciona Energia will prepare a decommissioning and closure plan which will detail the removal of the Met Mast and describe any rehabilitation requirements to be undertaken where required. There will be minimal site disturbance during construction and appropriate measures will be taken to ensure stabilisation of topsoil, retention of surrounding native vegetation, and to appropriately manage erosion and drainage from the construction site.</p>
Additional considerations	
Bushfire management	The proposed Met Mast location is not within a designated bushfire prone area.
Traffic management	There is anticipated to be minimal increase in traffic during construction, operation and decommissioning of the Met Mast. Construction is expected to occur over a period of 8-10 days, including the installation and testing of all sensors and equipment. No personnel will be on site during operation of the Met Mast and minimal site access will be required to undertake routine maintenance during the operation phase.
Site access and security	The proposed Met Mast will be secured with a metal grill barrier and climb protection structures. Security fencing will be installed around the perimeter of the mast to deter unauthorised access.

Conclusion

The Met Mast proposed by this DA is necessary to collect climatic data to determine the suitability of the locations of turbines for Acciona’s Bellwether Wind Farm location.

The Met Mast installation is temporary and according to this supporting letter, the installation and operation of the Met Mast is not likely to significantly impact the Shire’s LPS strategic plan for Rural land.

The proposed Met Mast will not require clearing of native vegetation, it is not located in a bushfire prone area, is not located near any conservation areas and waterways, and will not create negative impacts to the local traffic network, visual landscape amenity or public safety. Consultation with CASA and compliance with recommendations within the attached Aviation Impact Assessment (Attachment E) will ensure that aviation safety is appropriately managed. Outcomes of consultation with the DoD will be provided to the Shire once available.

Should you require further information, please contact the undersigned on 0416 176 022 or by email cgraham@jbsg.com.au.

Yours sincerely:

Reviewed/Approved by:

Carriane Graham
 Environmental Consultant
 JBS&G Australia Pty Ltd

Benn Prowse
 Principal
 JBS&G Australia Pty Ltd

References

Captains Mountain Wind Farm 2021, *Development Application for Meteorological Masts*. Image [Online] Available at: <https://www.captainsmountainwindfarm.com.au/development-application-for-meteorological-masts/>.



Western Australian Planning Commission (WAPC) 2020, *Position Statement: Renewable Energy Facilities*, Department of Planning, Lands and Heritage (DPLH), Perth WA.

Western Australian Planning Commission (WAPC) 2016, *SPP 2.5 Rural Planning*, Department of Planning, Lands and Heritage (DPLH), Perth WA.

Attachments:

- | | |
|--------------|---|
| Attachment A | Limitations |
| Attachment B | Application for Development Approval |
| Attachment C | Certificates of Title |
| Attachment D | Met Mast Drawings and Specifications |
| Attachment E | West Arthur Met Mast Aviation Impact Assessment |



Attachment A Limitations

Scope of services

This report ("the report") has been prepared by JBS&G in accordance with the scope of services set out in the contract, or as otherwise agreed, between the Client and JBS&G. In some circumstances, a range of factors such as time, budget, access and/or site disturbance constraints may have limited the scope of services. This report is strictly limited to the matters stated in it and is not to be read as extending, by implication, to any other matter in connection with the matters addressed in it.

Reliance on data

In preparing the report, JBS&G has relied upon data and other information provided by the Client and other individuals and organisations, most of which are referred to in the report ("the data"). Except as otherwise expressly stated in the report, JBS&G has not verified the accuracy or completeness of the data. To the extent that the statements, opinions, facts, information, conclusions and/or recommendations in the report ("conclusions") are based in whole or part on the data, those conclusions are contingent upon the accuracy and completeness of the data. JBS&G has also not attempted to determine whether any material matter has been omitted from the data. JBS&G will not be liable in relation to incorrect conclusions should any data, information or condition be incorrect or have been concealed, withheld, misrepresented or otherwise not fully disclosed to JBS&G. The making of any assumption does not imply that JBS&G has made any enquiry to verify the correctness of that assumption.

The report is based on conditions encountered and information received at the time of preparation of this report or the time that site investigations were carried out. JBS&G disclaims responsibility for any changes that may have occurred after this time. This report and any legal issues arising from it are governed by and construed in accordance with the law as at the date of this report.

Environmental conclusions


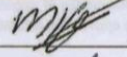
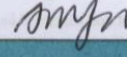
Within the limitations imposed by the scope of services, the preparation of this report has been undertaken and performed in a professional manner, in accordance with generally accepted environmental consulting practices. No other warranty, whether express or implied, is made, including to any third parties, and no liability will be accepted for use or interpretation of this report by any third party.

The advice herein relates only to this project and all results conclusions and recommendations made should be reviewed by a competent person with experience in environmental investigations, before being used for any other purpose.

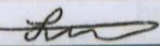
JBS&G accepts no liability for use or interpretation by any person or body other than the client who commissioned the works. This report should not be reproduced without prior approval by the client, or amended in any way without prior approval by JBS&G or reproduced other than in full, including all attachments as originally provided to the client by JBS&G.



Attachment B Application for Development Approval

SHIRE OF WEST ARTHUR LOCAL PLANNING SCHEME NO.2		
		
FORM 1 - APPLICATION FOR DEVELOPMENT APPROVAL		
OWNER DETAILS		
Name/s: Steven Matthew Goss and Michael Graham Goss		
ABN (if applicable): N/A		
Postal Address: 20 McDonald Road, and, 10434 Coalfields Road		
Suburb: Darkan	State: WA	Postcode: 6392
Contact Person for Correspondence: Steven Matthew Goss		
Work Phone:	Home Phone:	Mobile: 0429 361 367
Email: admin@gosscorp.com.au		Fax:
Signature/s		
Name: Michael Goss	Signature: 	Date: 7-3-26
Name: Steven Goss	Signature: 	Date: 13-3-26
IMPORTANT NOTES		
<p>i) Use and attach a separate copy of this page where there are more than two (2) landowners.</p> <p>ii) The signature/s of all registered owner(s) as listed on the land's Certificate of Title is required. Processing of this application cannot proceed without the required signature/s. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2). Land owned by an incorporated body (i.e. a company) must be signed by:</p> <ul style="list-style-type: none"> - 1 director of the company, accompanied by the company seal; or - 2 directors of the company; or - 1 director and 1 secretary of the company; or - 1 director if a sole proprietorship company. <p>Please print the full names and positions of the company signatories underneath the signatures and provide a copy of an ASIC company search to verify those who signed the application form have the legal authority to do soSearch Company and Other Registers (asic.gov.au).</p> <p>iii) A copy of the Certificate of Title for all land the subject of this application must be provided and can be purchased through Landgate directly if required.....Certificate of Title - Landgate.</p> <p>iv) Development Applications relating to Unallocated Crown Land, Unmanaged Crown Reserves, land under management order to the Shire of West Arthur where the development is not consistent with the reserve's purpose, or is used for commercial purposes, or land which is subject to a lease issued under the Land Administration Act 1997 need to be referred to the Lands Division of the Department of Planning, Lands and Heritage for consideration and signing..... proposals@dplh.wa.gov.au.</p>		

Shire of West Arthur – Development Application Package (November 2024 Version)
 31 Burrowes Street (PO Box 112) DARKAN WA 6392 Phone: 9736 2400 Email: shire@westarthur.wa.gov.au
 Web: www.westarthur.wa.gov.au

APPLICANT DETAILS (if different from owner)		
Name: Acciona Energy Australia Global Pty Ltd		
ABN (if applicable): 54 600 910 647		
Postal Address: William Square Level 4, Suite 2, 45 Francis Street		
Suburb: Northbridge	State: VIC	Postcode: 6003
Contact Person for Correspondence: Rowena Moran		
Work Phone: 03 9027 1000	Home Phone:	Mobile: 0448 968 926
Email: energy.melbourne@acciona.com	Fax:	
Signature: 	Date: 11.03.2026	
IMPORTANT NOTES		
<p>i) Failure to provide a suitably completed development application form, a copy of the relevant Certificate/s of Title, an ASIC company search where required, suitable plans and other supporting information as per the Shire's Development Application Checklist and/or the correct application fee may result in the application being returned or placed on hold.</p> <p>ii) The application fee payable will be confirmed by the Shire following receipt and review of the application. Processing of the application will not commence until the fee is paid in full.</p> <p>iii) As per Schedule 2 clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 the information and plans provided with this application may be made available by the Shire for public viewing in connection with the application.</p> <p>iv) If public advertising of the application is required an additional fee in accordance with the Shire's adopted schedule of fees and charges will be payable by the applicant. Further processing of the application following completion of public advertising will not proceed until the additional fee is paid in full.</p> <p>v) The original of this application and supporting information and plans will be retained by the Shire for its records and will not be returned to the applicant/landowner following final determination.</p>		
PROPERTY DETAILS		
NOTE: The details provided must match those shown on the relevant Certificate/s of Title.		
Lot No/s: 1	House/Street No/s:	Location No/s: D99760
Survey Diagram or Plan No/s: 99760	Certificate of Title Volume No/s: 2217	Certificate of Title Folio No/s: 175
Title encumbrances (e.g. easements, restrictive covenants etc. as listed on the Second Schedule of the relevant Certificate/s of Title): Bank Mortgage only		
Street Address: No address information ava		
Suburb: Bokal	State: WA	Postcode: 6392
Nearest street intersection: Bokal Road North		

Shire of West Arthur – Development Application Package (November 2024 Version)
 31 Burrowes Street (PO Box 112) DARKAN WA 6392 Phone: 9736 2400 Email: shire@westarthur.wa.gov.au
 Web: www.westarthur.wa.gov.au

Proposed Development		
Nature of development: <input type="checkbox"/> Works (New construction works with no change of land use) <input type="checkbox"/> Use (Change of use of land with no construction works) <input checked="" type="checkbox"/> Works and Use		
<i>NOTE: If the proposal involves advertising signage the Additional Information for Development Approval for Advertisements form (i.e. a Form 2) must be completed and submitted with this application.</i>		
Is an exemption from development approval claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		
Description of exemption claimed (if relevant): Not applicable		
Nature of any existing buildings and/or land use: Existing land use: agriculture and farming		
Description of proposed works and/or land use: Construction and operation of meteorological mast		
Approximate cost of proposed development (excluding GST): \$336,610.00		
OFFICE USE ONLY		
Received by:	Date application received:	
Application Reference Number:	Assessment Number:	
Application Fee Payable: \$	Date of Receipt:	Receipt Number:

Shire of West Arthur – Development Application Package (November 2024 Version)
 31 Burrowes Street (PO Box 112) DARKAN WA 6392 Phone: 9736 2400 Email: shire@westarthur.wa.gov.au
 Web: www.westarthur.wa.gov.au




Attachment C Certificates of Title



TITLE NUMBER	
Volume	Folio
2217	175

RECORD OF CERTIFICATE OF TITLE
 UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts
 REGISTRAR OF TITLES 

LAND DESCRIPTION:

LOT 1 ON DIAGRAM 99760

REGISTERED PROPRIETOR:
 (FIRST SCHEDULE)

STEVEN MATTHEW GOSS OF 20 MCDONALD ROAD DARKAN WA 6392
 MICHAEL GRAHAM GOSS OF 10434 COALFIELDS ROAD DARKAN WA 6392
 AS JOINT TENANTS

(T N666576) REGISTERED 5/7/2017

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
 (SECOND SCHEDULE)

- 1. O935538 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 9/11/2021.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

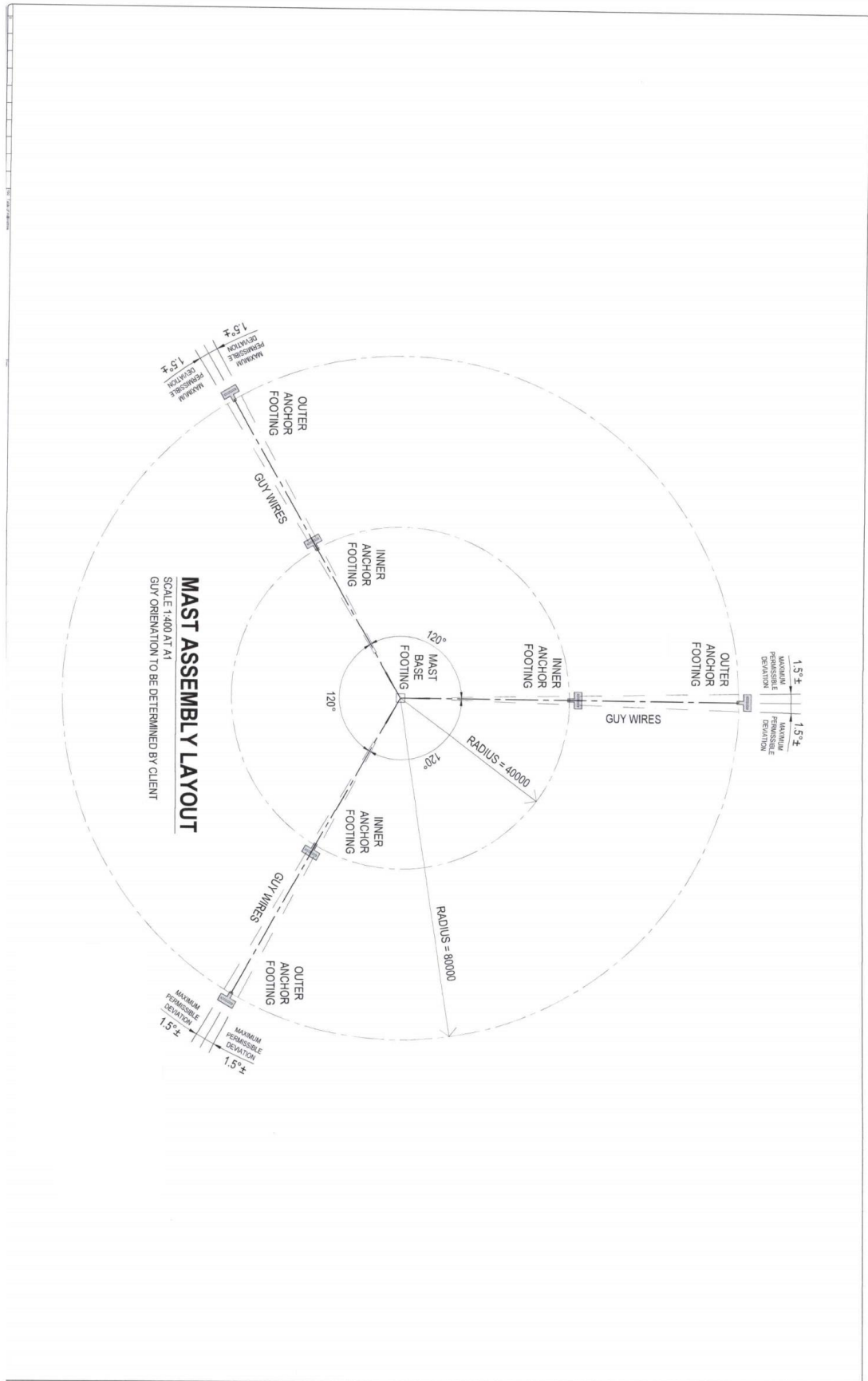
STATEMENTS:

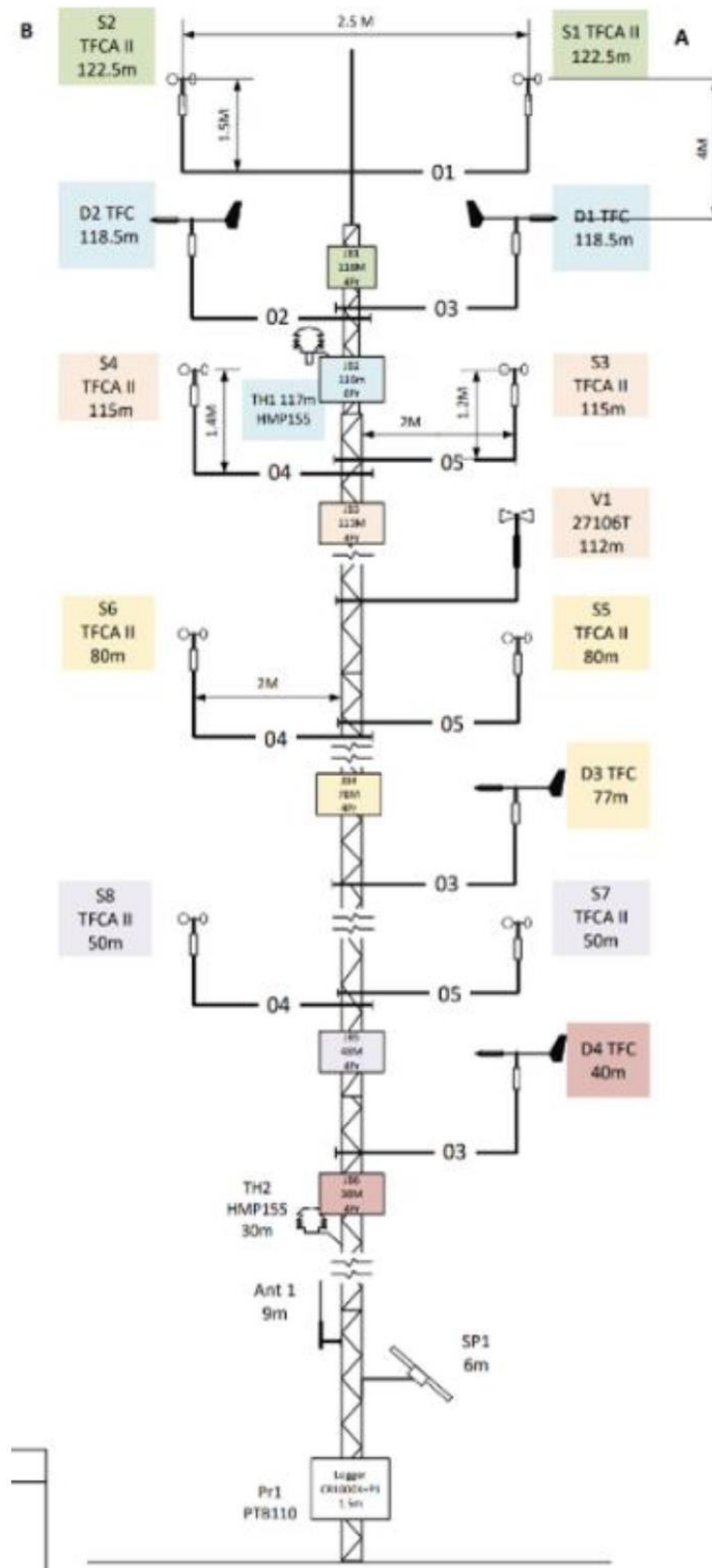
The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

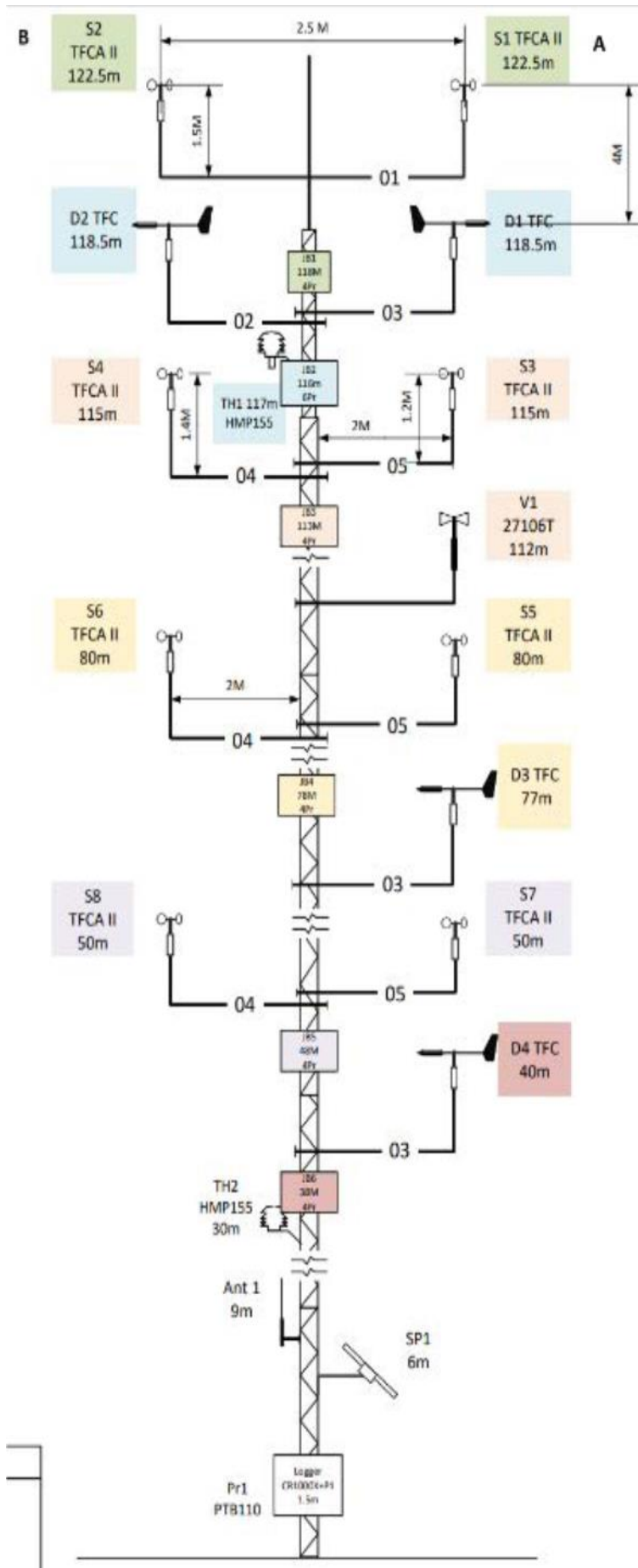
SKETCH OF LAND: D99760
 PREVIOUS TITLE: 2114-692
 PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
 LOCAL GOVERNMENT AUTHORITY: SHIRE OF WEST ARTHUR



Attachment D Met Mast Drawings and Specifications









Attachment E West Arthur Met Mast Aviation Impact Assessment

 **AVIATION PROJECTS**

Benn Prowse
Principal
JBS&G Environmental Consultants

December 2025

By email: bprowse@jbsg.com.au

Our reference: 1010901-02

Dear Benn

Re: Bellwether Wind Farm Wind Meteorological Mast 8 – Aviation Impact Assessment

Acciona Energy Australia Global Pty Ltd (Acciona) is installing a meteorological mast for the Bellwether Wind Farm, approximately 17 km west of Arthur River, in the Shire of West Arthur Local Government Area (LGA).

JBS&G has engaged Aviation Projects to prepare an Aviation Impact Assessment (AIA) for Met Mast 8 against relevant aspects of the applicable planning scheme, Civil Aviation Safety Regulations (CASR) Part 139 – Aerodromes and National Airports Safeguarding Framework (NASF).

1.1. References

The following information sources were referenced during the preparation of this report:

- Airservices Australia
 - Aeronautical Information Package (AIP), effective 27 November 2025.
 - Designated Airspace Handbook (DAH), effective 27 November 2025.
- Civil Aviation Safety Authority (CASA)
 - Civil Aviation Regulations 1988 (CAR).
 - Civil Aviation Safety Regulations 1998 (CASR).
 - Advisory Circular (AC) 91-02 V1.2, *Guidelines for aeroplanes with MTOW not exceeding 5700 kg – suitable places to take off and land*, dated November 2022.
 - AC 91-10 v1.6: *Operations in the vicinity of non-controlled aerodromes*, dated September 2025.
 - CASR Part 173 Manual of Standards (MOS) – *Standards Applicable to Instrument Flight Procedure Design*, version 1.8, dated August 2022.
 - CASR Part 139 MOS– *Aerodromes*, F2025L00663 compilation date 12 June 2025.
 - AC 139.E-01 v1.0–*Reporting of Tall Structures*, dated December 2021.
 - AC 139.E-05 v1.1 *Obstacles (including wind farms) outside the vicinity of a CASA certified aerodrome* (October 2022).

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- Department of Infrastructure, Transport, Regional Development, Communications and Arts, Australian Government, National Airport Safeguarding Framework, Guideline D *Managing the Risk to aviation safety of wind turbine installations (wind farms)/Wind Monitoring Towers*, dated July 2012.
- International Civil Aviation Organization (ICAO)
 - Annex 14—Aerodromes.
 - Doc 8168 *Procedures for Air Navigation Services—Aircraft Operations* (PANS-OPS).
- OzRunways, aeronautical navigation charts extracts, dated November 2025.
- Planning Position Statement – Renewable energy facilities (14 Dec 2022).
- Shire of West Arthur’s draft Planning Policy No 5 – Wind Farms.
- Other references as noted.

1.2. Project description

The proposed Mast 8 is within the Shire of West Arthur LGA. The proposed Mast 8’s height is 125 m (410 ft) above ground level (AGL), and the ground elevation of the proposed Mast 8 is approximately 301 m Australian Height Datum (AHD). This results in a maximum height of approximately 426 m AHD (1397.6 ft above mean sea level (AMSL)).

Figure 1 Shows the location of the proposed Mast 8 (Source: JBS&G, Google Earth).



Figure 1 Proposed Mast 8’s location

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3



Figure 2 Shows an aerial diagram of the Proposed Mast 8.

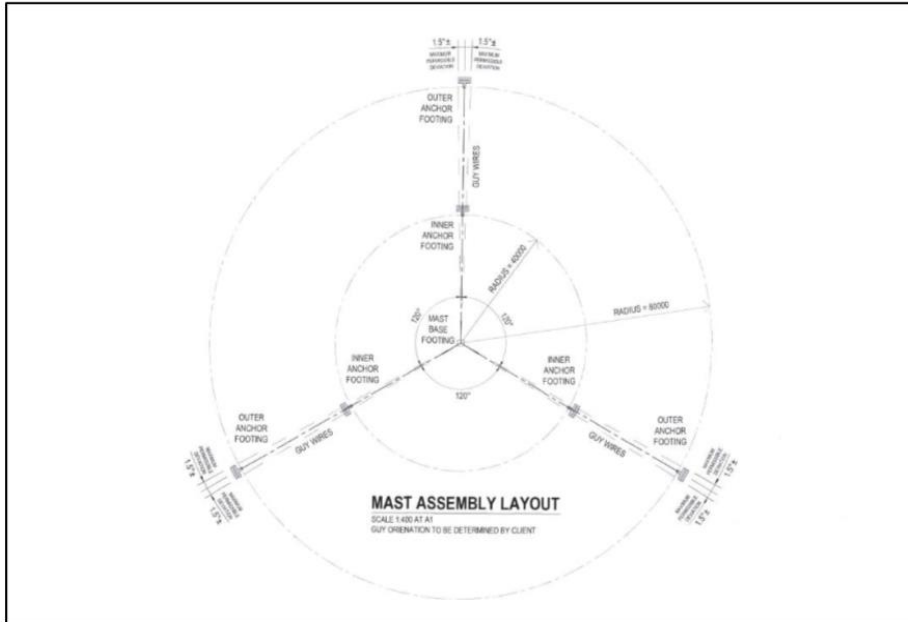


Figure 2 Aerial diagram of Proposed Mast 8

1.3. Western Australia Government, Department of Planning, Lands and Heritage

The Western Australian Planning Commission administers responsibility for approving renewable energy facilities through local councils. The Department of Planning, Lands and Heritage has published *Position Statement: Renewable energy facilities* (December 2022) on behalf the Western Australia Planning Commission. These guidelines provide advice to inform planning decisions about a wind energy facility proposal.

The intent of this position statement is to:

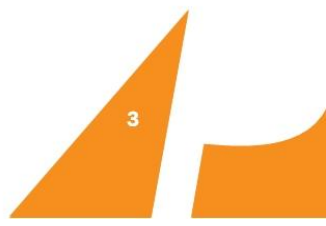
- Outline the Western Australian Planning Commission (WAPC) requirements to support the consistent consideration and provision of renewable energy facilities within Western Australia
- Identify assessment measures to facilitate appropriate development of renewable energy facilities.

The position statement applies to the preparation and assessment of planning instruments including regional and local planning schemes and strategies.

The position statement supersedes Planning Bulletin 67 Guidelines for Wind Farm Development (2004).

Section 5.3.1 *Community Consultation* and Section 5.3.5 *Public and Aviation safety* are relevant to this assessment and are extracted below:

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3





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Section 5.3.1 Community Consultation

Early consultation with the community and stakeholders by the proponents is encouraged to ensure that the proposal is compatible with existing land uses on and near the site. The local government should be consulted with respect to the community consultation program. Relevant stakeholders may include:

- Air Services Australia
- Australian Wind Alliance
- Civil Aviation Safety Authority

5.3.5 Public and aviation safety

Proponents of wind turbine proposals should refer to the National Airports Safeguarding Framework (NASF) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installation (Wind Farms) / Wind Monitoring Towers to determine any potential aviation safety risks and possible mitigation measures.

Any potential aviation safety risks identified require consultation with Civil Aviation Safety Authority (CASA), Air Services Australia and/or the Commonwealth Department of Defence.

The position paper defines Renewable energy facility as premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

An AIA would include consultation with relevant aviation stakeholders and address aviation-related matters included in the Position Statement.

1.4. Nearby certified aerodromes

A certified aerodrome is an aerodrome regulated by the Civil Aviation Safety Authority (CASA) under Part 139 of the Civil Aviation Safety Regulations (CASR), with defined standards established in Part 139 (Aerodromes) Manual of Standards (MOS) 2019.

There are no certified aerodromes located within 30 nm of the proposed site. The closest certified aerodrome is Katanning Airport (YKNG), approximately 82 km/44 nm east of the Project Site.

The 30 nm radius represents the 25 nm minimum sector altitude (MSA) for aerodromes with terminal instrument flight procedures. The 25 nm MSA is determined by assessing obstacles within 30 nm (25 nm plus 5 nm buffer) of the aerodrome reference point or navigational aid on which the MSA is based.

The location of the proposed Mast 8's site relative to Katanning Airport (YKNG) is shown in Figure 3 (source: JBS&G, Google Earth). The orange circle represents a 30 nm radius from the airport's aerodrome reference point (ARP).

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3



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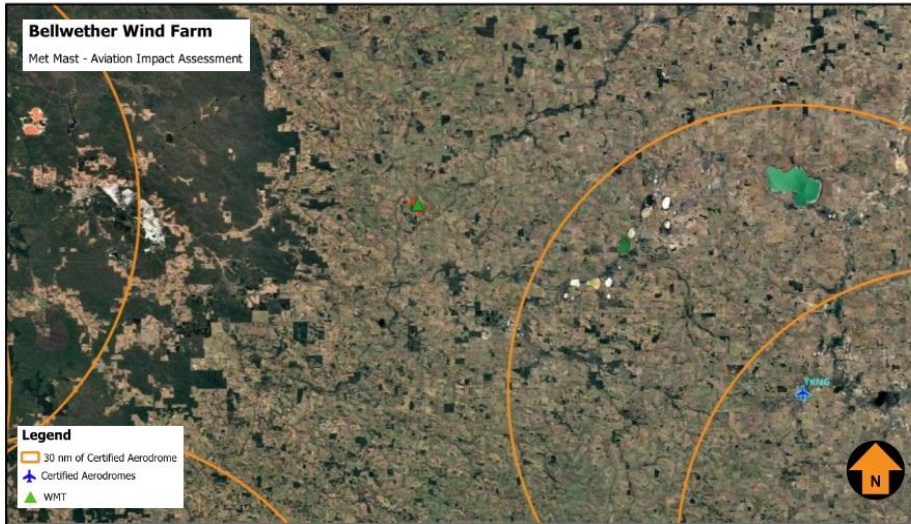


Figure 3 Location of certified airport in relation to the proposed Mast 8

1.5. Nearby uncertified aerodromes

A search of the following aviation datasets was used to identify uncertified aerodromes near the project area. They are not subject to CASR Part 139 regulations:

- AIP aeronautical charts effective 27 November 2025
- OzRunways - which sources its data from Airservices Australia (AIP). The aeronautical data provided by OzRunways is approved under CASA CASR Part 175

As a guide, an area of interest within a 3 nm radius of an uncertified aerodrome is used to assess the potential impacts of proposed developments on aircraft operations at or within the vicinity of the uncertified aerodrome.

Figure 4 shows the location of nearby aerodromes relative to the proposed Mast 8's site and a nominal 3 nm buffer from the closer aerodromes (source: JBS&G, Google Earth).

Hillman Farm Airstrip (YHLM) is the closest to the Project. The Project is located outside a radius of 3 nm of the YHLM.

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3






Figure 4 Aerodromes in the vicinity of the proposed Mast 8' site.

1.6. Air routes and Grid LSALT

CASR Part 173 MOS requires that the published lowest safe altitude (LSALT) for a particular airspace grid or air route provides a minimum of 1000 ft clearance above the controlling (highest) obstacle within the relevant airspace grid or air route tolerances.

1.6.1. Grid LSALT

The proposed Mast 8 is within the airspace grid LSALT of 2900 ft AMSL, which has a protection surface of 1900 ft AMSL.

Figure 5 shows the Grid LSALT in proximity to the proposed Mast 8 (source: ERC Low National, OzRunways, Google Earth).

The proposed Mast 8's height is 426 m AHD (1397.6 ft AMSL), below the 1900 ft protection surface.

Therefore, the proposed Mast 8 will not impact the 2900 ft Grid LSALT.

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3



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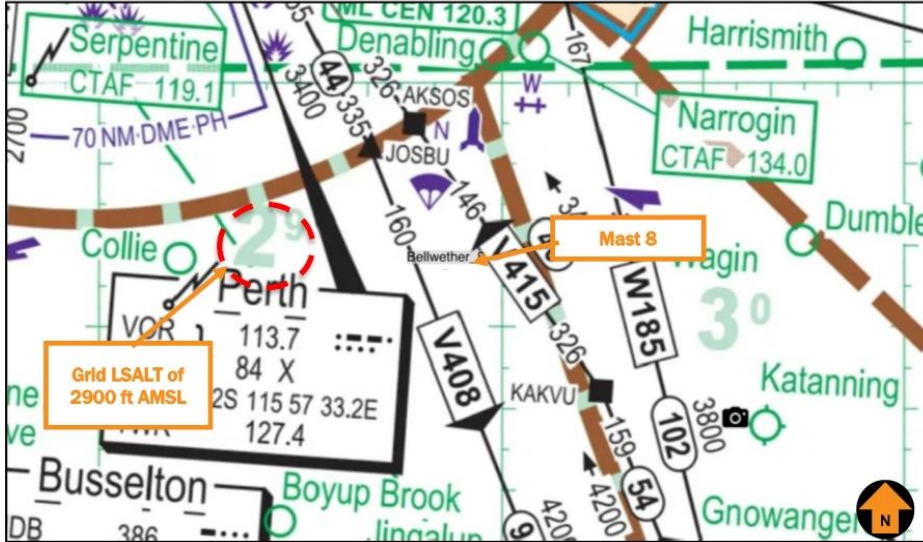


Figure 5 Grid LSALT in proximity to the Mast 8’s site.

1.6.2. Air Route LSALTs

A protection area 7 nm laterally on either side of an air route is used to assess the LSALT for the air route.

There are two (2) air routes within the protection area of the proposed Mast 8. An impact analysis of the air routes is provided in Table 1.

The proposed Mast 8 is 426 m AHD (1397.6 ft AMSL), lower than the air route’s protection surface. Therefore, the proposed Mast 8 will not impact any Air route LSALT.

Table 1 Air route impact analysis

Air route	Waypoint pair	Route LSALT	Protection Surface	Impact on airspace design	Potential solution	Impact on aircraft ops
V408	JOSBU and ARUMI	4200	3200	Nil	Nil	N/A
V415	KAKVU to AKSOS	4200	3200	Nil	Nil	N/A

1.7. Airspace

The proposed Mast 8 is located outside of controlled airspace (wholly within Class G airspace) and is not located in any Prohibited, Restricted, or Danger areas.

The proposed Mast 8 will not have an impact on controlled or designated airspace.



1.8. Aviation navigation facilities

NASF Guideline G, *Protection of Aviation Facilities - Communication, Navigation and Surveillance (CNS)* and CASR Part 139 MOS specify the area where development of buildings and structures has the potential to cause unacceptable interference to CNS facilities.

The proposed Mast 8 is located at a sufficient distance away from nearby certified aerodromes and aviation facilities and will not have an impact.

1.9. ATC Surveillance Radar Systems

Airservices Australia currently requires an assessment of the potential for wind farms to affect radar lines of sight.

The open lattice construction of slim wind monitoring towers does not impact ATC Surveillance Radar Systems.

1.10. Civil Aviation Safety Authority - regulatory context

The CASA regulates aviation activities in Australia. Applicable requirements include the Civil Aviation Regulations 1988 (CAR), CASR 1998, Advisory Circular (AC) 139 E 0.1-v1.0, and AC.139 E 0.5-v1.1. Relevant provisions are outlined in further detail in the following section.

1.10.1. CASR Part 139—Aerodromes

CASR 139.165 requires the owner of a structure (or proponents of a structure) that will be 100 m or more above ground level to inform CASA. This must be given in written notice and contain information on the proposal, the height and location(s) of the object(s) and the proposed timeframe for construction. This is to allow CASA to assess the effect of the structure on aircraft operations and determine whether or not the structure will be hazardous to aircraft operations.

The proponent of the Mast 8 is required to report the Met Mast to CASA in accordance with CASR 139.165, as soon as practicable after forming the intention to construct or erect the proposed object or structure.

The notification should be provided to CASA via email to Aerodromes@casa.gov.au and Airspace.Protection@casa.gov.au.

1.10.2.AC 139.E-01 v1.0—Reporting of Tall Structures

AC 139.E-01 v1.0—*Reporting of Tall Structures*, CASA guides those authorities and persons involved in the planning, approval, erection, extension or dismantling of tall structures so that they may understand the vital nature of the information they provide.

2.2.1 The hazards that such buildings or structures may pose to aircraft requires assessment. CASA routinely performs such assessments however needs to be first notified of the obstacle, structure of source of a hazardous plume. The need to report such hazards is outlined in this AC.

2.2.2 If you are the person who owns, controls or operates the object, structure or a source of a hazardous plume which is either present, imminent or has been approved for erection/construction, details need to be provided about:

– the construction, extension or dismantling of tall structures if the top is:

o 100 m or more above ground level

or

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3




AVIATION PROJECTS

o affects the obstacle limitation surface of an aerodrome as defined in

2.2.3 In addition, tall structures may pose a specific hazard for the operation of low-flying Defence aircraft or to the flight paths of arriving/departing aircraft (refer Paragraph 2.1.3). Therefore, the RAAF and Airservices Australia require information on structures that are 30 m or more above ground level—within 30 km of an aerodrome or 45 m or more above ground level elsewhere for the RAAF, or 30 m or more above ground level elsewhere for Airservices Australia.

2.2.4 Information provided for the database should be accurate and readily interpreted. The tall structure report form has been designed to help owners and/or developers in this respect. The form is available on the Airservices Australia website (including a spreadsheet for reporting multiple structures) at: <https://www.airservicesaustralia.com/industry-info/airport-development-assessments/>

1.10.3.AC 139.E-05-v1.1 Obstacles including wind farms outside the vicinity of a CASA certified aerodrome – October 2022

AC 139.E-05-v1.1 provides advice about the lighting and marking of wind farms and other tall structures in submissions to planning authorities who are considering a wind farm or tall structure proposal.

2.1.2 Regardless of CASA advice, planning authorities make the final determination whether a wind farm or a tall structure not in the vicinity of a CASA regulated aerodrome will require lighting or marking.

2.2.1 All wind turbine developments and tall structures should be assessed to determine whether they could be a risk to aviation safety. This AC augments the information in the National Aerodromes Safeguarding Framework (NASF) Guideline D and provides additional guidance on the assessment of wind farm developments and guidance for establishing what reasonable measures may be put in place to mitigate any adverse effect the wind farm development could be to aviation safety.

2.2.2 For the purposes of this AC, navigable airspace is considered to be the airspace above the minimum altitudes of VFR and IFR flight, including airspace required to ensure the safe take-off and landing of an aircraft. Generally, minimum altitude limits equate to 500 ft (152 m) or 1 000 ft (305 m) above ground level depending on the situation, i.e., whether or not the flying is over a populous area. The presence of wind turbines, wind monitoring masts and other tall obstacles may create a risk to the safety of flight, due to the risk of collision. An entity that is proposing to introduce a hazard into navigable airspace, such as a wind farm, must mitigate the risk of the hazard on airspace users to ensure an acceptable level of safety is maintained.

2.2.4.1 Part 139 of the Civil Aviation Safety Regulations 1998 (CASR), regulates obstacles within the vicinity of certified aerodromes. This is supported by Part 139 (Aerodromes) Manual of Standards (MOS) which provides the definition of an obstacle as well as the standards for marking and lighting of an obstacle. Any wind turbine (where the height is defined to be the maximum height reached by the tip of the turbine blades), wind monitoring mast or other tall structure that penetrates an Obstacle Limitation Surface (OLS) of an aerodrome will be assessed in accordance with the provisions of Part 139 of CASR and the MOS.

2.2.6.1 Outside the vicinity of an aerodrome, which is defined as being outside the OLS of an aerodrome, wind farms and other tall structures may constitute a risk to low-flying aviation operations which may be conducted down to 500 ft above ground level (AGL) over non-populous areas. Additionally, wind monitoring masts can also be hazardous to aviation, given they are very thin and difficult to see. Wind farms can also affect the performance of communications, navigation and surveillance (CNS) equipment operated by Airservices or the Department of Defence.

2.5 Aviation hazard lighting - International best practice

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3

9

 **AVIATION PROJECTS**

2.5.2 Australian regulations state that aircraft in uncontrolled airspace may operate under visual flight rules (VFR), which requires the pilot to remain clear of clouds and to adhere to visibility minima.

- in Class G airspace below 3000 ft Above Mean Sea Level (AMSL) or 1000 ft AGL (whichever is the higher) – remain clear of cloud with minimum visibility of 5000 m.

– in Class G airspace below 10 000 ft AMSL (subject to the above) – remain 1000 ft vertically and 1500 m horizontally from cloud and with 5000 m visibility.

Note: Helicopters may be permitted to operate in lower visibility and that further exemptions may apply to special cases such as military, search and rescue, medical emergency, agricultural and fire-fighting operations.

2.5.4 2000 candela medium intensity obstacle lighting recommendation satisfies the 5000 m VFR visibility requirements, according to practical exercises undertaken by the FAA and documented in AC 70/7460-1L (FAA, 2015).

2.5.5 In Australia, CASA has accepted the use of 200 candela lighting in some circumstances due to a lack of back lighting in rural and remote areas, meaning that a lower intensity light is still visible to pilots at an acceptable distance to permit a pilot to see and avoid the obstacle.

2.6 Hazard Lighting

2.6.1 This describes the reasoning behind CASA's preference to recommend aviation hazard lighting for tall structures and aircraft detection systems for wind farms.

2.6.2 Hazard lighting for wind farms and other tall structures is intended to alert pilots, flying at low altitude, to the presence of an obstacle allowing them sufficient awareness to safely navigate around or avoid it. The pilot is responsible for avoiding other traffic and obstacles based on the "alerted" see-and-avoid principle.

2.6.3 Unless the wind farm or tall structure is located near an airport, it is not expected to pose a risk to regular public transport operations. The kind of air traffic that is usually encountered at low altitude in the vicinity of a wind farm or tall structure includes light aircraft (private operators, flight schools, sport aviation, agricultural, survey, fire spotting and control) and helicopters (military, police, medical emergency services, survey, fire spotting and control). Hazard lights are therefore designed to provide pilots with sufficient awareness about the presence of the structure(s), so they can avoid it. This means that the intensity of the hazard lights should be such that the acquisition distance is sufficient for the pilot to recognise the danger, take evasive action and avoid the obstacle by a safe margin in all visibility conditions. This outcome considers the potential speed of an aircraft to determine the distance by which the pilot must become aware of the obstacle to have enough time and manoeuvrability to avoid it.

2.7 CASA's commitment to aviation safety

2.7.1 CASA will consider the lighting intensity management and systems that achieve an acceptable level of aviation safety on a case-by-case basis during its assessment.

2.7.2 A CASA determination will consider the environmental setting when determining the need and level of lighting required on a wind farm or tall structure. This may include consideration of lower lighting intensities for obstacles away from an aerodrome. The backlighting of some locations is almost non-existent, meaning the risk of an aviation hazard light being compromised by background lighting from a rural and remote town is lower than would otherwise apply in a residential area closer to a city.



There is no regulatory requirement to provide obstacle lighting on the proposed Mast 8 that is not within the vicinity of an aerodrome. CASA will review the proposed Mast 8 for potential hazards to aircraft operations and may recommend lighting the proposed Mast 8.

1.11. National Airport Safeguarding Framework Guideline D

NASF Guideline D: *Managing the Risk to Aviation Safety of Wind Turbine Installation (Wind Farms)/Wind Monitoring Towers* provides guidance to State/Territory and local government decision-makers, airport operators and developers of wind farms to jointly address the risk to civil aviation arising from the development, presence and use of wind farms and wind monitoring towers.

When wind turbines over 150 metres above ground level are to be built within 30 kms of a certified or registered aerodrome, the proponent should notify the Civil Aviation Safety Authority (CASA) and Airservices. If the wind farm is within 30km of a military aerodrome, Defence should be notified.

The Aeronautical Information Service of the Royal Australian Air Force (RAAF AIS) maintains a database of tall structures in the country. The RAAF AIS should be notified of all tall structures meeting the following criteria:

- 30 metres or more above ground level for structures within 30km of an aerodrome; or
- 45 metres or more above ground level for structures located elsewhere.

Marking and lighting of wind monitoring towers

Before developing a wind farm, it is common for wind monitoring towers to be erected for anemometers and other meteorological sensing instruments to evaluate the suitability or otherwise of a site. These towers are often retained after the wind farm commences operations to provide the relevant meteorological readings. These structures are very difficult to see from the air due to their slender construction and guy wires. This is a particular problem for low flying aircraft including aerial agricultural operations. Wind farm proponents should take appropriate steps to minimise such hazards, particularly in areas where aerial agricultural operations occur. Measures to be considered should include:

- *the top 1/3 of wind monitoring towers to painted in alternating contrasting bands of colour. Examples of effective measures can be found in the Manual of Standards for Part 139 of the Civil Aviation Safety Regulations 1998. In areas where aerial agriculture operations take place, marker balls or high visibility flags can be used to increase the visibility of the towers;*
- *marker balls or high visibility flags or high visibility sleeves placed on the outside guy wires;*
- *ensuring the guy wire ground attachment points have contrasting colours to the surrounding ground/vegetation; or*
- *a flashing strobe light during daylight hours.*

1.12. Consultation

The following list of stakeholders was identified as requiring consultation:

- Airservices Australia
- Department of Defence (Acciona advised that they engage with Defence directly)

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3



 **AVIATION PROJECTS**

Details and results of the consultation activities will be provided in Table 2 once received.

1.13. Summary

The following list of findings summarises the outcome of this assessment, based on the maximum height of the 125 m AGL Met Mast of 426 m AHD (1397.6 ft AMSL):

- There are no certified aerodromes located within 30 nm (55.6 km) of the proposed Mast 8T
- There are no uncertified aerodromes identified within 3 nm of the proposed Mast 8.
- The Mast 8 will not affect any Grid or airway route segment LSALT
- The Mast 8 will not have an impact on controlled or designated airspace.
- Marking the Met Mast is not mandatory, but the provision of obstacle marking should be considered to ensure the narrow mast can be readily identified by pilots flying at low level in the area around them. However, the following markings are recommended to be implemented in consideration of potential day VFR aerial work operations in accordance with NASF Guideline D.
 - Obstacle marking for at least the top 1/3 of the mast and be painted in alternating contrasting bands of colour
 - Marker balls or high visibility flags or high visibility sleeves placed on the outside guy wires
 - Guy wire ground attachment points in contrasting colours to the surrounding ground/vegetation.
- There is no regulatory requirement to provide obstacle lighting on the proposed Mast 8 that is not within the vicinity of an aerodrome. CASA will review the proposed Mast 8 for potential hazards to aircraft operations and may recommend lighting the proposed Met Mast.
- Consult with Airservices and Australia and the Department of Defence as per CASA AC 139.E.05 v1.1
- Details of Mast 8 more than 100 m AGL, it must be reported to CASA as soon as practicable after forming the intention to construct or erect the proposed object or structure, in accordance with CASR 139.165(1)(2). The notification should be provided to CASA via email to Airspace.Protection@casa.gov.au.
- Final details of met mast coordinates and elevation should be provided to Airservices Australia at least two weeks prior to construction commencing, by submitting the form at this webpage: https://www.airservicesaustralia.com/wp-content/uploads/ATS-FORM-0085_Vertical_Obstruction_Data_Form.pdf to the following email address: vod@airservicesaustralia.com.

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3

12



If you wish to clarify or discuss the contents of this correspondence, please get in touch with me on 0433 747 835.

Kind regards

A handwritten signature in black ink, appearing to read "Lyn Wang".

Lyn Wang

Aviation Specialist Consultant
12 December 2025

1010901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3

13



AVIATION PROJECTS

Table 2 Stakeholder consultation details

<i>Agency/Contact</i>	<i>Activity/Date</i>	<i>Response/ Date</i>	<i>Issues Raised During Consultation</i>	<i>Action Proposed</i>
Airservices Australia				
Department of Defence	Meeting scheduled for 15 December 2025			Acciona is consulting with the Department of Defence directly.

101.0901-01_BELLWETHER WIND FARM_MAST 8_AIA_V0.3

999 Hay Street, Level 10
Perth, Western Australia 6000
Australia
ghd.com



Our ref: 12661256

17 March 2026

The Chief Executive Officer
Shire of West Arthur
31 Burrowes Street
DARKAN WA 6392

Via email: shire@westarthur.wa.gov.au

Additional Information – Application for Development Approval – Meteorological Mast

Dear Vin,

Acciona Energia is seeking approval to commence development from the Shire of West Arthur (the Shire under the Local Planning Scheme No. 2 (LPS2) to construct and operate a meteorological mast (met mast) at Lot 1 on Diagram 99760, Bokal WA (Lot 1).

Acciona Energia supplied details of the proposed met mast on 23 December 2025 (the original submissions). On 6 February 2026, the Shire advised Acciona Energia that additional details relating to the application were required. Please find advice and discussion relating to the requested details below. All other details relating to the application to commence development remain the same as that previously submitted to the Shire. It is requested that these clarifications be appended to the original submission and form part of any public advertising of the application.

1. Details of the types and sizes of vehicles that will be used during the construction process and roads that will be used for the transport task

The construction process will involve the following vehicles:


- 1 x semi-trailer to deliver materials for civil construction works
- 1 x HIAB truck and 1 x 4WD during civil construction works
- 2 x 4WD and 1 x HIAB truck during mast construction

Deliveries are all units are expected via Bokal Road North, with access via the intersection at Coalfields Road, with access through property gates to mast base location.

2. Details of what arrangements will be made to accommodate the needs of workers when they're on-site (e.g. temporary construction office and/or toilet/bathroom facilities)

The project will maintain waste management at the site in accordance with Part 5 of the Shire's *Animal's Environment and Nuisance Local Law 2024*. Temporary toilets will be provided at the project location. Temporary toilets will capture waste, before being disposed of at an appropriate refuge facility.

Machinery and equipment will be stored at the land during construction within a fenced temporary construction laydown area directly adjacent to the met mast.

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3. Confirmation of what arrangements will be made in terms bushfire risk management during the construction process noting there have been some issues with developments of this type in the recent past that have caused a lot of concern for adjoining landowners and the local fire brigade

Controls to be in place by Future Engineering & Communication (FEC) personnel, include 1,000L self-contained fire-fighting trailer on hand during bushfire season. In addition, during Bushfire Season the HSEQ Adviser will monitor and issue two emails per day advising of latest status or will immediately contact Site Supervisors if conditions or restrictions change.

Any fire must be immediately reported to the Project Manager. A minimum of 2 x portable fire extinguishers must be provided in all vehicles and shall have inspection and service tags which displaying the date of the last inspection. Personnel must also comply with any customer or site-specific firefighting equipment requirements. Bushfire season is in effect from November 1st to March 31st each year. During this time fire must be maintained as a serious consideration when carrying out any works onsite. Please note that the duration of the fire season may be altered each year dependent on the weather conditions. Total fire bans or vehicle movement bans may be put in place at any time by the Shire. It is the responsibility of the Site Supervisor to ensure that appropriate fire prevention measures have taken place prior to commencing any works.

The Site Supervisor must ensure that a Total Fire Ban or Vehicle Movement Ban is not in place prior to commencing works. The Project Manager will advise the onsite team if any alerts affect their works. The Site Supervisor must also ensure that any works carried out onsite do not increase the risk of or contribute to a fire on site. Clients/customers must also be notified of any potential or actual fire onsite.

Refer **Attachment 1 – Safe Work Method Statement**

Refer **Attachment 2 – Emergency Management Procedure**

Refer **Attachment 3 – HSE Management Plan**

4. Confirmation of what arrangements will be made in terms of waste disposal during the construction process

All waste generated as result of the works onsite will be segregated and disposed of continuously for the duration of the works including disposal at registered landfill / waste management sites. General waste and food waste will be removed daily and disposed of. Any waste such as packaging etc. which may be blown away by wind will be removed from site and disposed of daily by the work group. Workers are not permitted to feed food waste to native fauna as it can introduce increasing numbers of pest species to the area and can have long term negative impacts on the natural feeding habits of native fauna in the area.

Ground water and slurry pumped from formwork/caissons prior to the pouring of concrete will be removed from site using a suitable slurry truck and taken for treatment and disposal at an appropriately licenced facility. Where possible and with the permission of the landowner, all dry clean spoil arising from the excavation will be spread and levelled locally. Where this is not possible it will be removed from site and disposed of at a suitably licenced facility. Contaminated waste/spoil will be disposed of by a subcontractor who is registered to do so. Before demobilisation, the Site Supervisor will conduct a final inspection of the work area to ensure any waste generated because of the onsite works has been correctly managed and where necessary has been removed from site and disposed of accordingly.

In case of Chemical/Hazardous substance spill, remove all waste and dispose of in accordance with regulatory requirements and local waste disposal processes where available.

Refer **Attachment 1 – Safe Work Method Statement.**

Refer **Attachment 2 – Emergency Management Procedure**

Refer **Attachment 3 – HSE Management Plan**

5. Please include an indicative setback distance for the proposed mast on the site development plan from the land’s eastern side boundary as well as an outline of the footprint of the entire structure including guy wires and foundations to show the area it will occupy

Refer **Attachment 4 – Updated Development Plan**. The met mast will be located approximately 138 m from the lands eastern boundary.

6. An explanation as to why the proposed development is considered to be consistent with the objectives of the Shire’s Joint Local Planning Strategy and ‘Rural’ zoning classification in Local Planning Scheme No. 2 as per clause 4.2 of the Scheme Text as well as the Shire’s local planning policy for wind farms

Table 1 Summary of planning considerations

Local Planning Strategy (2025)	<p>The Shire's Local Planning Strategy was endorsed in 2025, providing the planning context, objectives and intentions for long-term growth and change within the local government area. It is noted that the Strategy was prepared to jointly cover the Shire of West Arthur, Shire of Wagin and Shire of Williams.</p> <p>The Strategy emphasises a focus on pressures for change which may impact the rural economy and environment. A vision statement is defined to <i>'To foster sustainable growth and development within the Shires of Wagin, West Arthur and Williams by embracing our rich agricultural heritage, enhancing our vibrant communities, and preserving our unique natural landscapes.'</i></p> <p>In regard to rural land, the Local Planning Strategy encourages the diversification of agricultural production, as well as other land uses which complement and do not interfere with established farming. It includes the following action:</p> <p><i>'1.2.3.6 Each Shire, where appropriate, to contemplate through its local planning scheme non-rural land uses with regional benefits on rural land, including facilities for renewable energy production, cultural pursuits and tourism; and develop criteria to guide siting and compatibility with surrounding land uses and natural resources.'</i></p> <p>The Proposal encourages the diversification of rural land uses by supporting the progression of the Bellwether Wind Farm project. The Proposal will not interfere with established farming or other surrounding rural land uses in the interim. It is noted that Bellwether Wind Farm will be subject to a future development application.</p>
Shire of West Arthur Local Planning Scheme 2	<p>LPS2 provides classification of different land zones and provides appropriate land uses for each zone.</p> <p>Lot 1 is zoned 'Rural' and a Met Mast is not a defined land use under the LPS. If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type or class of activity of any other use the local government may:</p> <p>(a) <i>determine that the use is consistent with the objectives of the particular zone and is therefore permitted; or</i></p> <p>(b) <i>determine that the proposed use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or</i></p> <p>(c) <i>determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.</i></p> <p>Assessment of the Proposal against zone objectives is provided in below. It is requested that the Shire consider the use 'not listed', advertise the application before resolving that the proposed development is consistent with the zones and objectives of the Rural zone.</p>
Zone and objectives	<p>The site is zoned 'Rural' under LPS2. Clause 4.2 of LPS2 sets out the objectives of the Rural zone:</p> <ul style="list-style-type: none"> - <i>To ensure the continuation of broad-hectare agriculture as the principal land use in the district, encouraging where appropriate the retention and expansion of agricultural activities.</i> - <i>To provide for intensive agricultural uses and diversified farming which retain the rural character and amenity of the locality, and which are consistent with land suitability.</i> - <i>To help protect rural land from land degradation and further loss of biodiversity by:</i>

	<ul style="list-style-type: none"> • <i>minimising clearing of remnant vegetation</i> • <i>encouraging retention and protection of remnant vegetation</i> • <i>encouraging development and protection of vegetation corridors</i> • <i>encouraging development of sustainable surface and sub-surface drainage works</i> • <i>encouraging rehabilitation of salt-affected land</i> • <i>encouraging soil conservation through land management measures</i> • <i>encouraging identification and protection of wetlands</i> <p>– <i>To consider non-rural uses where they can be shown to be of benefit to the district and not detrimental to the natural resources or the environment.</i></p> <p>– <i>To allow for facilities for tourists and travellers, and for recreation uses.</i></p> <p>– <i>To have regard to use of adjoining land at the interface of the rural zone with other zones to avoid adverse effects on local amenities</i></p> <p>The Proposal is a non-rural land use, but does not interfere with the objectives of the Rural zone for the following reasons:</p> <ul style="list-style-type: none"> – The met mast does not result in land degradation or biodiversity loss – No clearing of vegetation is proposed – Does not impact existing drainage networks – Does not impact existing wetlands or contribute to salt-affected land; and, – Does not impact the management of natural resources at the land or adjacent sites. <p>Given the structure, small footprint and temporary nature of the met mast, it will not adversely affect the environment, natural resources or surrounding rural land uses.</p> <p>Matters of environmental impact, visual and landscape impact, public safety and aviation, cultural heritage and construction impacts are described in the original submission and through further responses provided in this letter.</p>
<p>Local Planning Policy 5 – Wind farms</p>	<p>LPP5 articulates the Council’s strategic position in relation to location, scale, design, and development of wind farms within the municipality. It is noted that the policy does not strictly apply to development such as a met mast.</p> <p>LPP5 encourages proposals for wind farms involve engagement with key agencies, including Department of Defence, CASA and Air Services Australia. As described in the original submission, Acciona Energia has been engaging with the Shire, landowners, adjoining landowners, CASA and Gnaala Karla Booja Aboriginal Corporation (GKBAC) regarding the Bellwether Wind Farm and the proposed met mast.</p> <p>LPP5 notes the need to consider visual impacts from key heritage listed places and conservation reserves. Matters of environmental impact, visual and landscape impact, public safety and aviation, cultural heritage and construction impacts are described in the original submission and through further responses provided in this letter.</p> <p>Clause 10 of LPP5 addresses potential aviation impacts. The original submission includes an aviation impact assessment demonstrating compliance with relevant aviation safety considerations. It is noted that there are no certified aerodromes within 30 nm of the proposed met mast and that Acciona Energia has addresses CASA Circular139 F 05 v1.1 in relation to siting in proximity to Hillman Airfield; as required by LPP5.</p>

The proposal is consistent with the applicable planning framework and will have negligible impacts on the amenity of the surrounding area. The siting of the met masts has considered and minimised potential impacts on the environment, cultural heritage values, visual amenity and aviation safety.

Regards



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Attachment 1

Safe Work Method Statement



FE245 - SAFE WORK METHOD STATEMENT

Company Name	Future Engineering and Communication	ABN	73 037 646 279
Company Address	7 Tamara Drive, Cockburn Central, WA 6164	Phone Number	(08) 9417 4999
Client	Acciona	FEC Job No.	J4444
Site Name / Address	Bellweather, WA	Work Activity	<ul style="list-style-type: none"> Design, Supply and Install 1 x 120m Meteorological Mast
Site Supervisor Name	Stuart Jennis	Contact Number	0474 828 361
Responsibility for Implementation & Monitoring	Workers are responsible for ensuring that they conform with the requirements of this SWMS and any reasonable direction from the Supervisor. The Site Supervisor is responsible for ensuring all workers are appropriately trained, licensed and competent for the activities for which they are employed. Site Supervisors shall conduct weekly Workplace Inspections to confirm that SWMS controls are implemented.		

SWMS Review & Approval					
Revision	2	Developed By	Jordan Giblett	Position	Project Manager
Issue Date	3/2/2026	Approved By	Wayne Fernie	Position	HSEQ Manager
Personnel Consulted in Development of SWMS					
Name & Role	Stuart Jennis, Supervisor	Name & Role	Jason Dunn, Supervisor	Name & Role	Aaron McBride, Rigger
Client / Customer Point of Contact					
Name	Gus Kueter-Luks	Company	Acciona	Contact Details	0409 801 858

Important: Where additional hazards / risks are identified onsite which are not covered on this SWMS, a Job Hazard Analysis (JHA) must be completed and signed by the workgroup. The Site Supervisor must approve the JHA and communicate it to all persons onsite prior to commencing any work. This SWMS must be read with reference to applicable FEC documents (e.g. FE246 Site HSE Management Plan, FE177 Emergency Management Procedure) which are available from the Site Supervisor.



FE245 - SAFE WORK METHOD STATEMENT

Identification of High-Risk Construction Work Activities (Tick those that apply)			
Risk of a person falling more than 2 metres	<input checked="" type="checkbox"/>	Work on or near chemical, fuel or refrigerant lines	
Work on a telecommunication tower	<input type="checkbox"/>	Work on or near energised electrical installations or services	
Demolition of load-bearing structure	<input type="checkbox"/>	Work in an area that may have a contaminated or flammable atmosphere	
Likely to involve disturbing asbestos	<input type="checkbox"/>	Tilt-up or precast concrete elements	
Temporary load-bearing support for structural alterations or repairs	<input type="checkbox"/>	Work on, in or adjacent to a road, railway, shipping lane or other traffic corridor in use by traffic other than pedestrians	
Work in or near a confined space	<input type="checkbox"/>	Work in an area with movement of powered mobile plant	<input checked="" type="checkbox"/>
Work in or near a shaft or trench deeper than 1.5m	<input type="checkbox"/>	Work in areas with artificial extremes of temperature	
Work in or near a tunnel	<input type="checkbox"/>	Work in or near water or other liquid that involves a risk of drowning	
Use of explosives	<input type="checkbox"/>	Diving work	
Work on or near pressurised gas mains or piping	<input type="checkbox"/>		

Important: Where Activities are categorised as High-Risk Construction Work these must be included within the Safe Work Method Statement (SWMS) with the associated risks and hazards, and control measures clearly documented.



FE245 - SAFE WORK METHOD STATEMENT

Step 1 – Identify the hazards/aspects associated with the task i.e. what can cause harm to me, to others or to the environment?

Step 2 – Determine the *most likely* Consequence of the Event

Consequence → Aspect ↓	Low	Minor	Moderate	Major	Critical
Health & Safety	First aid treatment	Medical treatment	Classified injury (Lost Time Injury)	Fatality or severe permanent disability	Multiple fatalities / health effects to >50 persons
Environmental & Heritage	Limited damage to area of low significance	Minor short-term damage to environmental / heritage area	Moderate effects on environment / heritage	Significant environmental / heritage damage	Severe damage to environment / heritage with long term effects
Community / Media / Government	Public concern restricted to local complaints	Minor, adverse local public or media attention and complaints	Attention from media and/or heightened concern from community	Significant adverse national media / public attention	Serious public or media outcry
Loss / Damage	\$0 – \$15k	\$15k – \$150k	\$150k – \$1.5m	\$1.5m – \$15m	\$15m – \$150m

Step 6 - Apply the Hierarchy of Control

Elimination	Cease work or remove the hazard / aspect completely
Substitution	Replace with a similar process that has a lower risk score
Isolation	Put a barrier between employees and the hazard / aspect
Engineering	Change the process, equipment or tools so the risk is reduced
Administration	Implement training guidelines or procedures to minimize the risk
PPE	Equipment worn to provide a temporary barrier

Step 3 – Determine the Likelihood of the Consequence Occurring

Likelihood →	Rare	Unlikely	Possible	Likely	Almost Certain
Description	May happen in extreme circumstances <i>At least once in 25 years</i>	May happen sometime <i>At least once in 10 years</i>	May happen <i>At least once in 5 years</i>	May easily happen <i>At least once per year</i>	Expected to happen <i>At least once per month</i>

Step 4 – Assess the Level of Risk (Combine Highest Consequence and Likelihood)

Likelihood ↓	Consequence ↓				
	Low	Minor	Moderate	Major	Critical
Almost Certain	High (11)	High (16)	Extreme (20)	Extreme (23)	Extreme (25)
Likely	Moderate (7)	High (12)	High (17)	Extreme (21)	Extreme (24)
Possible	Low (4)	Moderate (8)	High (13)	Extreme (18)	Extreme (22)
Unlikely	Low (2)	Low (5)	Moderate (9)	High (14)	Extreme (19)
Rare	Low (1)	Low (3)	Moderate (6)	High (10)	High (15)

Step 5 – Determine Level of Acceptance

Risk Rating →	Low	Moderate	High	Extreme
Acceptability	Acceptable <i>Task can commence with current controls & minimal active management</i>	Acceptable <i>Task can commence with current Controls and active monitoring & supervision.</i>	Acceptable (with Management Control) <i>Risks that exceed the risk acceptance level and require proactive management including control review.</i>	Not Acceptable <i>Task must not commence – urgent & immediate management action required, including control review.</i>



FE245 - SAFE WORK METHOD STATEMENT









Training Requirements	Who is Required to Have This Training?
FEC Employee Induction	All employees
Work Safely in the Construction Industry (White Card) – CPCCOHS1001A	All workers
High Risk Work Licence (Applicable to work scope)	Dogmen, Riggers
Work Safely at Heights Training	All workers engaged in working at height
Perform Tower Rescue	Minimum of 2 workers who must be physically capable of performing a rescue
Provide First Aid and CPR	All workers
Current Motor Drivers Licence - Applicable for vehicle type	All workers that are required to drive a vehicle
Acciona Inductions	All workers

Details of Plant & Equipment to Be Used	Maintenance Checks
Lifting / rigging equipment	Quarterly inspection and tag
Portable electrical equipment	Quarterly portable appliance inspection and tag
Hand tools	Visually inspect before each use
RF Monitor	Calibrated in accordance with OEM recommendations
Rigging Truck/LV	Service history / daily prestart inspection
Ginpole and Winch	Service history / daily prestart inspection
Excavator	Excavator Service history / daily prestart inspection
Crane (If Required)	Crane (If Required) Service history / daily prestart inspection

Hazardous Substances to be Used	Current SDS
Refer Electronic SDS	



FE245 - SAFE WORK METHOD STATEMENT

Mandatory PPE Requirements							
							
Hard Hat	Ear Protection	Gloves (Must be carried onsite)	Safety Boots	Hi-Viz	Eye Protection	Respiratory Protection	Long Sleeves / Pants
✓	As required by SWMS	As required by SWMS	✓	✓	✓	As required by SWMS	✓
Task Specific PPE Requirements				Emergency Response Equipment			
Full body harness (Less than 10 years old and inspected/tagged quarterly)				First Aid Kit			
Fall arrest equipment (Less than 10 years old and inspected/tagged quarterly)				Hazardous Substance Spill Kit			
Hard hat with chin strap (Aerial workers only)				Portable Fire Extinguishers			
Riggers gloves (To be worn when climbing only if it is practical and safe to do so)				Tower Rescue Kit			
Ear protection to be used where noted in task specific controls				2 Way Radios			
Respiratory protection to be used where noted in task specific controls							

Risk Controls	
<p>The Risk Control Measures within this SWMS are reviewed, and their effectiveness monitored, on an ongoing basis by the Responsible Person(s) and FEC Management through various means including feedback from onsite personnel (client, FEC and Contractors), and:</p> <ul style="list-style-type: none"> • Pre-Start Inspections • HSE Inspections • Workplace Monitoring – dust, noise, etc <p>These Risk Control Measures will be reviewed formally by FEC Management, field-based personnel, worker representatives, subject matter experts, others as appropriate, following:</p> <ul style="list-style-type: none"> • Changes to applicable legislation, Codes of Practice, etc. • A request by onsite personnel, worker representative, client, etc 	
<ul style="list-style-type: none"> • Workplace Inspections • Review of Hazard and Incident Reporting Records • Pre-Start Meetings • Changes to operational processes – plant, substances, etc • A near miss, injury or illness following exposure to an onsite risk 	



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
1.	Mobilisation/Demobilisation	<ul style="list-style-type: none"> Fitness for Work (AOD, Fatigue, etc) – Intoxication, Drowsiness, Stressors 	Moderate (8)	<ul style="list-style-type: none"> FE192 Fitness for Work Policy FEC Policies, FFW Management Procedures incl. FEC and Client AOD testing 10-hr break between shifts Driver must be fit for work Driver must not have taken any medication that may affect their driving and working capabilities Be observant for changes in workmates behaviour and demeanour Regular and predictable rosters allowing for driving and work levels Communication with Supervisors if medication has been taken or feeling unwell 	FEC Management HSEQ Adviser	Low (5)
		<ul style="list-style-type: none"> Unstable Loads and Additional Equipment (Trailer) 		<ul style="list-style-type: none"> WP035 – Loading and Unloading of Vehicles Do not exceed safe load limits Ensure load is adequately secured and evenly distributed Check load regularly during longer journeys Adjust speed to reflect load and towing conditions Ensure trailer prestart inspection is completed with vehicle FE229 Ensure tug/trailer connection is safe and secure 	Site Supervisor All Drivers	
		<ul style="list-style-type: none"> Vehicle Condition – Poor or absent vehicle servicing & maintenance, defective equipment 		<ul style="list-style-type: none"> Preventative maintenance plan as per FE009 Vehicle and Journey Management Plan FE291 and WP027 Daily Vehicle Prestart FE229 	Plant and Equipment Manager Site Supervisor All Drivers	
		<ul style="list-style-type: none"> Driver Competence – Poor or absent experience, licencing, driving practices 		<ul style="list-style-type: none"> FEC Induction FE148 Training and Competency Management MP020 TNA and Training Matrix FE182 and FE225 Mobile phone usage banned while driving No smoking in FEC vehicles FE197 Distractions removed including operating dash equipment while driving Licences commensurate with vehicle being operated 	Site Supervisor All Drivers	



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Travel Conditions-Poor Road, traffic & weather conditions 		<ul style="list-style-type: none"> Drive to conditions & speed limits, obey traffic rules and signage Rotate drivers as required Cruise Control deactivated with wet roads 	All Drivers	
		<ul style="list-style-type: none"> Worker Authorisations – Failure to complete client & site owner inductions 	High (17)	<ul style="list-style-type: none"> Inductions completed Clear site rules and regulations to be addressed and communicated 	Project Manager Site Supervisor	
		<ul style="list-style-type: none"> Environmental Impact 	High (13)	<ul style="list-style-type: none"> FE279 – Environmental Policy Noise & vibration - Ensure loads are secured properly WP035 Shut down vehicles when unattended on site or when likely to be left idling for an extended period Reduce pollutants by ensuring the vehicle is maintained regularly Fuels, oils & chemicals - Minimum amounts of hazardous substances are kept on site Follow SDS directions for disposal of chemicals in approved waste containers A spill kit is available at all times & spills will be cleaned up immediately follow SDS directions Waterways & soils - Do not wash plant where residue can enter and sensitive areas such as drains and waterways Vehicle movement - Follow the JMP, only travel on established tracks and roads FE291 and WP027 Use designated entry and exit points. Ensure all food scraps are placed in bins or removed from site WP078 Store tools and equipment safely and correctly after use and before site is left 	Site Supervisor All Workers	
2.	Work Area Establishment	<ul style="list-style-type: none"> Site Access & Security – Failure to meet client & site owner requirements - incl. use of access & egress routes, site permits) 	High (17)	<ul style="list-style-type: none"> Client and site owner onsite and online inductions Client and site owner driving and access permits Agreement from FEC, Client and Landowners received before mobilising Agreed access/egress areas identified 	Project Manager Site Supervisor All workers	Moderate (6)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Site Access & Security – Poor or absent work site access controls 	High	<ul style="list-style-type: none"> Site and visitor inductions FE351 Barricading, demarcation, signage (hazards, PPE, contact details) WP028 Worksites closed or secured on completion of each day's work Parking areas designated and allocated to LVs and HVs to ensure no interactions Traffic Management plan if required according to location to roadways, traffic and non-construction traffic All clients required permits or FEC agreed permits are completed and signed off before any works commence 		High
		<ul style="list-style-type: none"> Rough terrain causing access issues and not suitable for standard constructions vehicles 		<ul style="list-style-type: none"> 4WD LV and Trucks to be utilised Sites to be accessed in 4WD to eliminate traction incidents and accidents. 		
		<ul style="list-style-type: none"> Biosecurity – incl. flora interactions, introduction & spreading of plant disease & weeds 	Moderate (8)	<ul style="list-style-type: none"> Clean and inspect all vehicles before they mobilise to site Client and site owner biosecurity controls. Flora and weed management plan WP082 FEC Biosecurity kits in vehicles where required FEC vehicles to remain on designated access/egress tracks/roads and remain in project area. Vehicles, equipment and workers to remain in designated work and access/egress areas only, no unnecessary movement outside these perimeters. No clearing to be conducted unless authorised by client/landowner 	Project Manager Site Supervisor All workers	Low (5)
		<ul style="list-style-type: none"> Fauna Interactions – incl. snake interactions, habitat damage 		<ul style="list-style-type: none"> WP083 – Fauna Management Check work area to identify presence of snakes Assume all snakes are venomous Maintain a distance of 5m from any snake Only approved snake handler to attempt snake removal Ensure adequate first aid supplies available First aider to be present on site Do not feed Fauna with food waste or normal food 		
		<ul style="list-style-type: none"> Other Risks and Hazards not covered in SWMS FE245 		<ul style="list-style-type: none"> Complete a JHA FE024 daily as hazards or risks change All site teams to sign off and have JHA communicated 		



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
3.	Site Clearing – As Required	<ul style="list-style-type: none"> Breaching (or failure to obtain) clearing permit 	Extreme (18)	<ul style="list-style-type: none"> WP082 Flora and Weed Management Client/site-owner to ensure relevant permits are obtained Non-essential personnel to be excluded from work area Spotter must be on site and in use at all times Clearing limits to be clearly marked/identified 	Project Manager	Moderate (8)
		<ul style="list-style-type: none"> Heavy Equipment movements – Dust, Noise 		<ul style="list-style-type: none"> Dust generating activities must be conducted appropriately - consider wind direction, restrict vehicle speeds, cover loads, closeness of residences, etc. Dust suppression to be used as and when required Appropriate PPE to be worn by all personnel 	All Workers	
4.	Communication and Consultation	<ul style="list-style-type: none"> Workers unaware of hazards or environmental aspects that exist on site - SWMS not communicated to Workers 	High (12)	<ul style="list-style-type: none"> Site Supervisor to ensure SWMS FE245 is communicated to all workers in the group. Workers to be aware and understand all the hazards and environmental aspects on site and sign the SWMS document. Daily prestart meeting FE106 to be conducted with the workgroup and documented. 	Project Manager Site Supervisor All workers	Low (5)
		<ul style="list-style-type: none"> Workers not aware of existing conditions onsite, or may not be aware of changes in conditions on site 		<ul style="list-style-type: none"> Daily prestart meeting FE106 to be conducted with the workgroup and documented. All changes in the work area to be documented and communicated to the work group by the Site Supervisor. All required permits must be in place before commencement of work. 		



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
5.	Manual Handling	<ul style="list-style-type: none"> Musculoskeletal injuries – Strains and Sprains Twisting and Pulling Toe and Foot Injuries Crushed or Cut Fingers 	High (13)	<ul style="list-style-type: none"> Manual tasks procedure WP008 Vehicle Loading crane procedures WP059 Loading and Unloading Vehicle WP035 Injury Management Plan MP014 Perform warm up exercises prior to commencing work Use mechanical aids where possible Seek assistance from workmates where necessary Rotate manual handling duties where possible Plan the lift including the transfer route Ensure route is clear before moving Keep twisting, stooping and reaching to a minimum Keep the load close to your waist Adopt a stable stance when lifting and carrying Use leg muscles rather than back to provide lifting force Move smoothly and avoid twisting or leaning If adjustment is needed, place the load down first First aid/CPR trained personnel on location PPE – worksite specific PPE to be worn FE203 PPE matrix 	Site Supervisor All Workers	Moderate (6)
6.	Manual Excavation (Manual Handling, Dust)	<ul style="list-style-type: none"> Musculoskeletal injuries, Sprains and Strains Impacted air quality - Reduced visibility, Respiratory illnesses 	High (13)	<ul style="list-style-type: none"> Hand excavation duties to be minimised where possible Hand tools (shovels) to be in good condition and fit for task Monitor conditions and take action if excessive dust is generated Use water spray to suppress dust as necessary Cover and/or dress stockpiles to minimise dust as required 	Site Supervisor All Employees	Moderate (6)
7.	Use of hazardous substances	<ul style="list-style-type: none"> Hydrocarbons – Exposure to hydrocarbons (Skin/eye contact), Incorrect or no PPE Spills not cleaned up – Spill kit not available 	High (13)	<ul style="list-style-type: none"> Current SDS in place and communicated to workers Correct PPE must be used by all workers FE203 PPE matrix Refer to SDS for PPE Requirements MP008 Hazardous Goods and Substances Hazardous substance spill kit in place Any spills must be contained, cleaned up and reported immediately Any contaminated soil resulting from spills must be segregated and disposed of correctly 	Site Supervisor All Workers	Moderate (6)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Spills - Not reported 		<ul style="list-style-type: none"> All hazardous substance spills are to be reported to the WP hotline within 60 minutes 		
8.	Working In Hot Climate	<ul style="list-style-type: none"> Dehydration Heat Stress/Hyperthermia Nausea Sunburn Eye damage 	Moderate (8)	<ul style="list-style-type: none"> Maintain hydration levels through regular drink breaks Always maintain an adequate supply of drinking water onsite Regular shade breaks if required Brimms to be used on hard hats where practical Report any signs of heat stress in yourself or workmates immediately Report any signs of nausea in yourself or workmates immediately Use sunblock regularly and reapply when required Wear tinted eye protection where task permits 	Site Supervisor All Employees	Low (5)
9.	Emergency Preparedness and Response	<ul style="list-style-type: none"> Emergency assembly point - Not established or signposted, Workers not aware of its location, Access blocked by obstructions 	High (10)	<ul style="list-style-type: none"> Emergency assembly point established in prominent location, signposted and kept free of obstructions Access to Emergency assembly point kept free of obstructions Location of emergency assembly point communicated to work group (and visitors) by Site Supervisor Emergency Management Plan FE177 	Site Supervisor	Moderate (6)
		<ul style="list-style-type: none"> Firefighting equipment – None present, Equipment not inspected No emergency contact details available 		<ul style="list-style-type: none"> Fire extinguishers present in vehicles Portable fire extinguishers inspected and tagged by competent person Fire fighting unit onsite as required by FEC/Client Procedures Emergency contact details must be established and documented on install book by the Site Supervisor Modes of communication and specific requirements (UHF Channels/Emergency Numbers) for FEC use to be allocated by client All workers to use ER communications as per client requirements 		
		<ul style="list-style-type: none"> Hazardous Substance Spills – No spill kits available, No emergency contact details available 		<ul style="list-style-type: none"> Hazardous Substance Spill Kit in place for works SDS available onsite and electronically. Emergency contact details must be established and documented on install book by the Site Supervisor 		



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> First Aid kits – None in place, Workers not trained in First Aid, No emergency contact details available Failure / Delay to Provide First Aid – resulting in Worsening of Symptoms, Prolonged or Reduced Likelihood of Recovery, Compounded injuries, Secondary harm caused Presence of Flames, Heat, Smoke from Fires (Accidental, Controlled, Malicious) Workers Incapacitated at Height - Workers not trained in tower rescue, Inadequate or no tower rescue plan Worker Incapacitated at Height - Equipment Missing or Defective 	Extreme (18)	<ul style="list-style-type: none"> First Aid kits present, and workers trained in First Aid Emergency contact details must be established and documented on install book by the Site Supervisor Follow the DRSABCD protocols First aid kit on every work site First aid kit to be checked and maintained Adequate provision of trained first aiders at workplace Awareness of first aiders Identification of emergency contacts Identification of nearest hospital facilities All workplace injuries to be reported Prominent Emergency assembly point established and signposted Access and egress routes to be kept clear Supervisor to ensure all workers are aware of evacuation routes Portable fire extinguishers inspected and tagged by competent person Fire extinguishers to be on site and accessible Firefighting unit onsite as required by FEC/Client Procedures Check for and respect fire bans and vehicle movement restrictions In case of fire promptly contact the emergency services All workplace fires to be reported At least one worker to be qualified in tower rescue The trained worker must be physically capable of executing a rescue Where there is only one person trained in tower rescue, that person must not be engaged in height work Rescue to be in accordance with FE184 Working at Heights Rescue Procedure Rescue kit to be inspected and RGBY tagged on a quarterly basis Rescue kit to be readily accessible close to the work location - placed at base of tower Check rescue kit content prior to climbing Rescue kit is not to be used for anything other than intended purpose 		High (10)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
10.	Portable Ladders (Selection)	<ul style="list-style-type: none"> Ladder not fit for task or purpose Ladder not correctly rated Use of domestic ladders Use of metal ladders near energised electrical equipment 	High (17)	<ul style="list-style-type: none"> WP016 – Use of Ladders Ladder to be constructed from non-conductive material Ladder must be fit for task and inspected before use by user Ladder must be rated industrial with max load capacity clearly displayed Ladder must comply with AS/NZS 1892 Ladder must be always set up on firm level ground Two people to carry longer ladders 	Site Supervisor All Workers	Moderate (9)
11.	Portable Ladders (Setting Up)	<ul style="list-style-type: none"> Uneven ground Ladder not set up correctly Overhead services Ladders not tied off during use 	High (13)	<ul style="list-style-type: none"> Ladder must be set up at 4:1 ratio Ladder must extend a minimum of 900mm beyond the landing point Inspect ladder set up area for overhead services, do not use aluminium ladders in the vicinity of overhead services Ladder to be securely tied off to prevent slippage and footed by workmate when in use Ladder must be positioned close enough to the work area so as to eliminate the need for overstretching / overreaching Step ladders must be fully opened and spreader engaged 	Site Supervisor All Workers	Moderate (9)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
12.	Portable Ladders (Use)	<ul style="list-style-type: none"> • Standing incorrectly on ladders • Carrying of tools / equipment up ladders • Traffic interactions • Dropped objects • Employees working below • Working from ladders • Overstretching / overreaching • More than one person on ladder 	High (13)	<ul style="list-style-type: none"> • Employees must always maintain 3 points of contact when climbing ladders • Employees must not carry tools or equipment up a ladder in such manner that it may affect their stability on the ladder • Employees must not stand higher than 900mm from the top of the ladder • Demarcate the work area, use a spotter to prevent unauthorised access of vehicles or pedestrians • Drop zone established, demarcated and enforced by Site Supervisor • No other works permitted in drop zone • Employees must not conduct heavy work from a ladder unless it is a platform ladder fitted with a safety gate. • Light duty work includes that which can be done in such manner that the employee is able to continuously maintain 3 points of contact at and can safely use the tool one handed • Safety gate must be closed at all times if employees are working from a platform ladder • Maintain 3m clearance from overhead services • All services are considered live unless and until asset owner positively confirms otherwise 	Site Supervisor All Workers	Moderate (9)
13.	Use of Fixed /Power/Hand Tools	• Dust / Noise	High (13)	<ul style="list-style-type: none"> • Wear appropriate respiratory protection as required (e.g. P2 dustmask) • Wear appropriate hearing protection as required (e.g. Class 5 protection) 	Site Supervisor All Workers	Low (5)
		• Defective tools		<ul style="list-style-type: none"> • Visual check prior to use • Check for current RGBY tag if electrical tools 		
		• Dropped tools		<ul style="list-style-type: none"> • Use of tool lanyards when being used at height • Use of tool bag for any tools and equipment that cannot be attached to lanyard 		
		• Equipment failure		<ul style="list-style-type: none"> • Visually inspect tools prior to use • Formal inspect and test every 3 months • For AC equipment use RCD • Tag out of service if faults identified 	Operator	Moderate (6)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Noise 		<ul style="list-style-type: none"> Appropriate hearing protection (e.g. Class 5 protection) to be worn by all personnel in the immediate vicinity Purchase/hire low noise rated equipment where practicable Use sound barriers in sensitive locations Adjust working hours to minimise impact on others 	Site Supervisor All Workers	
14.	Loading / Unloading of Equipment with Vehicle loading Crane	<ul style="list-style-type: none"> Training / Competence Poor set up Dropped objects Pinch/nip points Plant/worker interaction Poor ground conditions Faulty lifting equipment Swinging / uncontrolled loads Overhead hazards (powerlines/trees) Workers in line of fire Interactions with flora / fauna Lifting equipment incorrectly rigged Blocked access/egress routes and Slipping of chains/slings Poor or no supervision of loading / unloading operations 	High (13)	<ul style="list-style-type: none"> Refer to WP059 Vehicle Loading Crane Refer to HSEMP/SWMS and JHA for all Risk Controls Site Supervisor to plan and monitor unloading activities Only qualified personnel to operate vehicle loading crane or forklift Set up vehicles on firm level ground Inspect work area for overhead hazards such as trees and/or powerlines before commencing any loading / unloading activities Unload and store equipment in designated areas only Review site conditions and marked service locations to ensure offloading occurs away from underground assets Establish drop zone for lifting operations Do not place hands / feet in line of fire of pinch nip points Workers to keep clear of moving plant. Lifting equipment must be correctly rated, inspected and tagged and detailed on a register Use taglines where there is a risk of loads swinging uncontrolled Workers must not put themselves in the line of fire of a suspended load Licensed dogman to sling all loads Use designated lifting points whenever possible Place unloaded equipment on firm level ground and use wooden gluts to allow for safe removal of chains/slings Do not place unloaded items on areas containing any native vegetation Do not block designated access/egress routes Double wrapping of chains where there is a risk of slippage 3 Points of contact when climbing on or off vehicles or trailers Portable ladder must be used if there is no safe method of climbing on or off a vehicle 	Site Supervisor All Workers	Moderate (6)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
15.	Powered Mobile Plant (Competence)	• Unskilled operator	Moderate (9)	<ul style="list-style-type: none"> • Operators must be trained and qualified in the use of the plant • Operator to hold High Risk Work Licence where appropriate for plant type • Untrained personnel must not attempt to drive plant • Untrained personnel must not attempt to drive plant • Never leave plant running when unattended • Plant must be isolated and keys removed when not in use • Where possible park in a secure, well-lit area overnight 	Site Supervisor	Low (3)
		• Unauthorised / malicious use				
16.	Powered Mobile Plant (Equipment Condition)	• Inadequate maintenance / Defective equipment	High (13)	<ul style="list-style-type: none"> • All plant must be fit for task and purpose • Plant to be maintained in accordance with OEM recommendations • Maintenance records to maintained and kept by FEC (or contractor) • Daily prestart inspection must be completed and documented by the operator • All faults must be recorded and reported • Arrange prompt repairs when necessary 	Site Supervisor Plant Operator	Low (5)
17.	Powered Mobile Plant (Operation)	• Uncontrolled movement – Topography, Incorrect operation	High (17)	<ul style="list-style-type: none"> • Refer to Work Procedures relating to particular mobile plant • Apply brakes when parked • Seat belts must be worn at all times • Park on level ground when not in use • Plant must only be operated in line with the OEM instructions • Plant must only be operated in line with the OEM instructions • Non-essential personnel to remain a safe distance from plant • Passengers may only be carried where the plant is so designed 	Site Supervisor Plant Operator All Workers	Moderate (8)
		• Carrying of passengers				



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Blind spots and proximity to structures, confined areas, nearby excavations, other plant 		<ul style="list-style-type: none"> All site signage and speed limits obeyed by plant operators Flashing beacon on plant and used at all times when in operation Spotter to attend when plant being used in close proximity to structures, open excavations etc Positive and uninterrupted communication maintained between spotter and operator at all times Spotter visible to plant operator at all times when plant is operating Respect working room of other nearby plant Works planned to minimise plant interactions where possible Overhead obstructions and power lines to be accounted for and identified before operation of plant 		
		<ul style="list-style-type: none"> Underground services 		<ul style="list-style-type: none"> Review service locations Avoid loading directly above u/g services Provide ground protection where they cannot be avoided Do not place outriggers directly above u/g assets Deploy load spreaders beneath outriggers Unload and store equipment in designated areas only 	Site Supervisor Plant Operator	Low (5)
		<ul style="list-style-type: none"> Pedestrian interactions due to blocked access / egress routes, poor communication 		<ul style="list-style-type: none"> Exclusion zones to be established and demarcated with hard barricading as required to restrict personnel, vehicle, etc access to work area Workers to wear high visibility clothing Pedestrian access / egress routes must be maintained and protected Emergency access / egress must be maintained at all times Workers must remain outside of the maximum machine reach Working areas to be clearly demarcated with hard barriers No personnel to enter plant working area until positive confirmation is received from the plant operator The operator must stop the machine and make it safe before anyone may approach 	Site Supervisor Plant Operator All Workers	



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> High pressure hydraulic oil – mechanical failure, maintenance / servicing – spills, burns, injection injuries 		<ul style="list-style-type: none"> Only trained personnel to undertake maintenance Hydraulic system to be allowed to cool before maintenance Shut down engine before maintenance De-pressurise system before maintenance Manage spills in accordance with environmental control measures PPE – long sleeves / pants, gloves, safety glasses Spill kits available 	Site Supervisor Plant Operator	Low (2)
18.	Powered Mobile Plant (Lifting Operations) Crane	Workers in line of fire, dropped objects	High (13)	<ul style="list-style-type: none"> Site Supervisor to plan and monitor unloading activities Establish dropped object exclusion zone for lifting operations Workers must not put themselves in the line of fire of a suspended load Keep load as close to ground as possible 	Site Supervisor Plant Operator	Low (2)
		Faulty lifting equipment		<ul style="list-style-type: none"> Lifting equipment must be correctly rated, inspected and tagged and detailed on a register 		
		Overloading		<ul style="list-style-type: none"> Check load charts and confirm capacity Do not exceed safe lifting capacity of plant or lifting gear Check load weights with Engineer if unsure 		
		Lifting equipment incorrectly rigged, Slipping of chains / slings		<ul style="list-style-type: none"> Licensed dogman to sling all loads Use designated lifting points whenever possible Place unloaded equipment on firm level ground and use wooden gluts to allow for safe removal of chains / slings Double wrap of chain slings where there is a risk of slippage 		
		Swinging / uncontrolled loads		<ul style="list-style-type: none"> Licensed dogman to sling all loads Use taglines where there is a risk of loads swinging uncontrolled 		



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Falling from Work Box Slips Trips, Falls Impact from falling objects 	Extreme (18)	<ul style="list-style-type: none"> Workbox is not suspended over persons Workbox is designed for the task and securely attached to the crane. The workbox, lifting attachments and records should be checked by a competent person before use. Workbox is fitted with suitable anchorage capable of withstanding the fall forces specified in <i>AS/NZS 1891.4 Industrial fall-arrest systems and devices – Selection, use and maintenance</i>. Workers must be attached to the anchorage by a lanyard and harness unless the workbox is fully enclosed Workers remaining within the workbox while they are being lifted or suspended The crane has “drive up” and “drive down” control on both the hoisting and luffing motions and those controls are used. No declutching allowing free fall is to be used while a workbox is in use An effective means of communication between any person in the workbox and the operator is provided The crane is fitted with a safety hook and moused (lashed) accordingly The operator remains at the controls of the crane at all times Workbox is not operated at same time as loads are moved with crane 	Site Supervisor Crane Operator Worker in Work Box	Moderate (8)
19.	Powered Mobile Plant (Hydraulic Excavators)	<ul style="list-style-type: none"> Uneven ground causing instability 	Extreme (18)	<ul style="list-style-type: none"> WP043 – Hydraulic Excavators WP041 - Excavations Reduce speed when travelling across rough terrain or through congested areas Carry the bucket low to the ground when travelling Travel directly up and down slopes and not diagonally Use the boom arm and bucket for stability when traversing slopes Ensure machine is level when operating 	Plant Operator	High (10)
		<ul style="list-style-type: none"> Instability caused by undermining 		<ul style="list-style-type: none"> Never dig underneath the excavator 		



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Loading trucks Lack of visibility 		<ul style="list-style-type: none"> Ensure machine is level when operating When loading trucks, never swing the excavator bucket over the truck cab All non-essential personnel to be excluded from area when operating Spotter to assist with movements and operation 		
20.	Ground Penetration / Excavation (Underground Services)	<ul style="list-style-type: none"> Electric shock Release of explosive gases, Fire, Explosion Interruption of services - Delay / disruption 	Extreme (18)	<ul style="list-style-type: none"> WPO41 - Excavations Complete DBYD process before commencing site works Use an accredited service locator where mechanical excavation is planned Mark all services on the ground before excavating All services to be considered live unless and until asset owner positively confirms otherwise Seek advice from asset owner if services are close to work area Hand excavate when within 500mm of a crossing service 	Site Supervisor All Employees	High (10)
21.	Ground Penetration (General)	<ul style="list-style-type: none"> Contaminated ground 	Moderate (9)	<ul style="list-style-type: none"> If contaminated ground is suspected, refer to Project Manager and HSEQ Advisor for attention and mitigation 	Site Supervisor	Moderate (6)
		<ul style="list-style-type: none"> Underground services 	Extreme (18)	<ul style="list-style-type: none"> Complete DBYD process before commencing site works Use an accredited service locator where mechanical excavation is planned Mark all services on the ground before excavating The hand excavation of potholes or slit trenches to a depth of up to 1.5m is required in order to positively locate any underground services All services to be considered live unless and until asset owner positively confirms otherwise Seek advice from asset owner if services are close to work area Spotter to be used at all times with mechanical plant Hand-excavate when within 500mm of a crossing service Exposed services to be protected and provided with temporary support if necessary 	Site Supervisor All Workers	High (10)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Unauthorised access 		<ul style="list-style-type: none"> Ensure work area is segregated and secured No excavating works beyond the demarcation fencing. Open excavations to be fenced off and/or covered with trench plates Excavations to be backfilled as soon as is practical 		
		<ul style="list-style-type: none"> Manual handling / sprains and strains 	High (13)	<ul style="list-style-type: none"> Hand excavation duties to be minimised where possible Hand tools to be in good condition and fit for task 		Moderate (6)
		<ul style="list-style-type: none"> Dust 		<ul style="list-style-type: none"> Monitor conditions and take action if excessive dust is generated Use water spray to suppress dust as necessary Cover and/or dress stockpiles to minimise dust 		
22.	Ground Penetration (Excavations up to 1.5m deep)	<ul style="list-style-type: none"> Unstable ground 	High (13)	<ul style="list-style-type: none"> If ground is found to be unstable, stop excavation and consider suitable control measures (i.e. shoring, benching or battering) Only essential personnel to work in the excavation 	Supervisor All Workers	Moderate (6)
23.	Ground Penetration (Contaminated)	<ul style="list-style-type: none"> Location of asbestos not identified or communicated Unplanned discovery of asbestos Licences and codes of practice not available at the workplace for inspection Employee/worker exposure to asbestos Inadequate or no PPE provided 	Extreme (18)	<ul style="list-style-type: none"> Locations of asbestos to be identified and communicated to all employees / workers in the work area before any work commences Any work area containing asbestos must be demarcated using solid barricading and "Asbestos Containing Material" signage Any unplanned discovery of asbestos must be cordoned off immediately and reported to the Site Supervisor and Project Manager without delay. Any exposure to asbestos must be reported immediately Unplanned contact with Asbestos requires a full shower to remove any particulates as soon as practicable. 	Project Manager Site Supervisor All Workers	High (10)
24.	Working at Heights (Training and Permits)	<ul style="list-style-type: none"> Untrained Workers Workers climbing the structures without the appropriate permits being approved. 	Extreme (18)	<ul style="list-style-type: none"> WP056 – Working at Heights Workers trained to Work Safely at Heights. Project Manager and Construction Manager to verify qualifications of workers prior to mobilisation. Supervisor to ensure that requirements of any client specific permit systems are adhered to 	Project Manager Construction Manager Site Supervisor	High (10)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
25.	Working at Height (Weather Conditions)	<ul style="list-style-type: none"> Weather conditions – lightning, wind, rain 	High (17)	<ul style="list-style-type: none"> Site Supervisor must verify weather conditions onsite before climbing begins Weather conditions to be monitored continuously by Site Supervisor as works progress Aerial works must be suspended immediately by the Site Supervisor if lightning and/or high winds are imminent Caution must be taken when climbing wet or damp structures. Site Supervisor to assess conditions before climbing commences All loose items must be secured if extreme weather conditions may threaten the site at any time 	Site Supervisor	Moderate (9)
26.	Working at Height (Tools and Equipment)	<ul style="list-style-type: none"> Dropped objects 	Extreme (18)	<ul style="list-style-type: none"> A dropped object exclusion zone (DOEZ) shall be established and demarcated by the Site Supervisor before any aerial works commence Site Supervisor must maintain exclusive control of the DOEZ at all times and prevent unauthorised access by vehicles and/or personnel The extent of the DOEZ shall be communicated to all workers by the Site Supervisor before works commence Workers at height must have chin straps on their hard hats Tool bags and tool lanyards must be used by all workers at height All tools must be tied off at ground level before ascending Site Supervisor must verify tools are tied off before ascending No other works may be carried out within the confines of the drop zone while aerial works are in progress Rigging must not be released from equipment until it in place and secured to the structure All working at height safety gear must be in good condition and inspected by a competent Working at Heights trained Rigger. 	Site Supervisor All workers at height	High (10)
27.	Working at Height (Before Ascending)	<ul style="list-style-type: none"> Failure of PPE 	Extreme (18)	<ul style="list-style-type: none"> All working at height safety gear must be in good condition and inspected by a competent Working at Heights trained Rigger. Test and tagging are conducted quarterly. If the expiry date on the harness cannot be confirmed then the harness must not be used Harnesses and fall arrest equipment must be no more than 10 years old 	Site Supervisor All workers at height	High (10)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
28.	Working at Height (Climbing and Aerial Works)	<ul style="list-style-type: none"> Falling from the structure 	Extreme (18)	<ul style="list-style-type: none"> Workers must be in limited freefall only when climbing (600mm Max) Do not place double hooks over the ends of step bolts at any time as they may slip over the bolt ends Fall restraint must be used when working at height Fall arrest must be used when moving around structure Workers at height must maintain min. 100% attachment Workers must never be higher than their highest attachment point on the structure at any time Workers must only attach fall arrest equipment to suitably rated attachment points on the structure at any time 3 points of contact must be used at all times when climbing 	Site Supervisor All workers at height	High (10)
29.	Working at Height (Communication)	<ul style="list-style-type: none"> Poor or no communication between aerial workers and workers on the ground 	High (17)	<ul style="list-style-type: none"> Aerial workers shall at all times have positive and uninterrupted communication via 2-way radios with workers on the ground on a designated radio channel. 	Site Supervisor All workers at height Ground workers	Moderate (9)
30.	Hauling and Installation of Equipment at Height (General controls)	<ul style="list-style-type: none"> Falls from height, dropped objects Unauthorised access to the work area 	Extreme (18)	<ul style="list-style-type: none"> Read in conjunction with working at heights control measures WP056 Winch Prestart Inspection to be completed FE353 No unauthorised personnel permitted in work area when hauling is in progress Wherever possible the winch must be set up outside the drop zone so as employees are not placed in the line of fire Winching or hauling operations must not place any ground workers involved in hauling duties in the line of fire of a suspended load at any time 	Site Supervisor	High (10)
31.	Hauling and Installation of Equipment at Height (Rigging equipment)	<ul style="list-style-type: none"> Hauling rope not fit for task or purpose Pulleys not correctly rated for task, not correctly attached to structure 	Extreme (18)	<ul style="list-style-type: none"> All rigging equipment must be inspected before each use and must carry a current quarterly inspection tag All rigging equipment must be suitably rated for the task Hauling rope must be inspected prior to use to ensure it is free from tangles before use and ensure the rope can travel freely through the pulley Rigging equipment must be attached to the tower at suitable attachment points only 	Site Supervisor	High (10)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
32.	Hauling and Installation of Equipment at Height (Preparing to lift)	<ul style="list-style-type: none"> Incorrect rigging of equipment 	Extreme (18)	<ul style="list-style-type: none"> All loads must be rigged by licensed dogman Rigging of loads must be verified by the Rigging Supervisor before they are lifted Rigging system must be set up so as to minimise any unnecessary manual handling at height Assess the weight of the load before commencing any hauling 	Site Supervisor	High (10)
33.	Hauling and Installation of Equipment at Height (Hauling)	<ul style="list-style-type: none"> Manual handling Tangling on structure, uncontrolled movements of hauling rope Personnel in line of fire 	Extreme (18)	<ul style="list-style-type: none"> If hand hauling, rotate the hauling duties at regular intervals Mechanical assistance to be used wherever possible / practical Equipment must be hauled upwards in a controlled manner Hauling rope and rigging must not be released until equipment is adequately secured to the structure Hauling rope must not be moved at any time until the rigger on the structure gives the ok to do so Use a tag line where there is a risk that the load may move in an uncontrolled manner 	Site Supervisor All Workers at Height	High (10)



FE245 - SAFE WORK METHOD STATEMENT

34.	Installation of winch and Ginpole	<ul style="list-style-type: none"> • Manual handling • Tangling on structure, uncontrolled movements of hauling rope • Personnel in line of fire 	Extreme (18)	<ul style="list-style-type: none"> • Supervisor to identify areas for construction of Mast components and ginpole winch areas • Ensure winches are secured as per Method Statement • Run through the Ginpole methodology with all site crew taking note of lifting sequences and maximum loads. • Winch to be set up approx. 20m from mast (site dimensions permitting) and anchor in position as per Method Statement • Winch Daily Prestart Inspection completed FE353 • Ensure a Winch premobilisation inspection has been completed • Ensure winch operator has clear vision of mast, mast base and working at heights area • Drop zone to be barricaded with restricted access to tower location as per WP028 Barricades and signage. • Ginpole to be setup on ladder face where possible • Lift weights table/calculations, drawings, and procedure to be studied and understood prior to commencing any works. Consult with engineers and office if clarification is required • Ginpole Precommencement Inspection FE117 completed • Control to be put in place to ensure eccentricity does not exceed 300mm as specified on Ginpole drawing. • Prior to lifting of gin pole all clamping brackets must be installed • 2 Separate winches established to enable module lifting and Ginpole jumping to be completed as independent lifting operations. • Gin Pole can be lifted by winch or Tirfors. Personnel should be clear of gin pole during lifting. • Check all items are installed as per drawings prior to lifting any sections. • Refer to Method Statement "Raising Gin Pole" • Monitor Wind and Weather before lifting operation commences, works to cease if winds exceed 14m/s (50kmh) • Safety Lever block is attached to Ginpole during jumping activities and tension maintained during lifting process. 	Site Supervisor All Workers at Height	High (10)
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FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
				<ul style="list-style-type: none"> Block to be positioned at base of the structure 		
35.	Lifting and Installation of Mast Sections (Use of Ginpole and Winches)	<ul style="list-style-type: none"> Equipment failure Faulty lifting equipment Overloading Lifting equipment incorrectly rigged Slipping of chains/slings 		<ul style="list-style-type: none"> Test Lift completed prior to full operation Winch Daily Prestart Inspection completed FE353 Inspection of all Lifting equipment for RGBY tagging and ensuring correct WLL/MRC Refer Method Statement for project as referral point for Ginpole operation Ensure all personnel are aware of their roles and responsibilities during operations. Lifts not to deviate from Engineered approved lifts Block to be positioned at base of the structure Communications to be maintained by hand signal or two way at all times Control to be put in place to ensure eccentricity does not exceed 300mm as specified on Ginpole drawing. Monitor Wind and Weather before lifting operation commences, works to cease if winds exceed 14m/s (50kmh) 		
		<ul style="list-style-type: none"> Dropped Objects Personal Injury Manual Handling 		<ul style="list-style-type: none"> Refer Ginpole Method Statement DOEZ established and access controlled by site supervisor Refer Task 31-40 Working at Heights and Hauling and Installation of Equipment at Height Taglines used with adequate length to be outside the DOEZ All employees to be suitably trained Clear communications Two riggers on mast - locate themselves below top of current structure height, on opposite side to lifting operation. Tagline & podger used to locate & align lifted section onto current structure, then bolted. Use of spotter. Established communication system – hand signals, 2-way radio. 		
36.	Installation And Tensioning of New Guy Wires on Mast	<ul style="list-style-type: none"> Entanglement of wires 	Extreme (18)	<ul style="list-style-type: none"> Monitor guy wires as they are pulled up to ensure they do not become entangled 	Site Supervisor All Workers	Moderate (9)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
		<ul style="list-style-type: none"> Structural collapse – instability, overstressing of structural members, mast not plumb 	High (13)	<ul style="list-style-type: none"> Tensioning of the mast must only be carried out under the supervision of experienced personnel Monitor guy wires as they are pulled up to ensure they do not become entangled New guy wires must be installed before old or temporary guy wires can be removed Only one guy level may be tensioned at any time Guy wires at each level must be tensioned evenly and simultaneously Guy wires must never be over-tensioned Mast to be checked for verticality at regular intervals Positive communication must be maintained 		
		<ul style="list-style-type: none"> Induced current/electric shock 		<ul style="list-style-type: none"> Climbers are not permitted on the mast while guy tensioning is in final progress All guy wires must be earthed as they are installed 		
37.	Use of Cold Galv Spray Paint	<ul style="list-style-type: none"> Personal Injury – Eye irritation, skin irritation, lung irritation 	Moderate (8)	<ul style="list-style-type: none"> PPE: Eye protection Provision of eye wash Maintain upwind position as possible Consult current SDS for first aid measures 	All Workers	Low (2)
38.	Unloading and placing Prefabricated Blocks	<ul style="list-style-type: none"> Lifting point failure Dropped objects Swinging / uncontrolled loads Workers in line of fire 	High (13)	<ul style="list-style-type: none"> Prefabricated concrete blocks are constructed to AS3850 Prefabricated Concrete Elements Cast in Lifting inserts WLL as per AS3850 Precast blocks to be lifted using all lifting points with load remaining level with no axis movement Load to remain level at all times Spotter to be used at all times Hiab Truck to be positioned to remove excess reach or possible load twisting or movement Exclusion zones to be established Tag line attached at all times Lifting prestart completed to ensure all personnel are aware of the requirements. 	Project Manager Site Supervisor All Workers	Moderate (6)



FE245 - SAFE WORK METHOD STATEMENT

Task No.	Task / Step Name	Potential Hazards (List the hazards associated with the task)	Inherent Risk	Control Measures	Responsible Person(s)	Residual Risk
39.	Compaction Of Excavations	• Noise, vibration and dust	High (13)	<ul style="list-style-type: none"> • WP044 - Compactors • Personnel to clear area whilst material is tipped/deposited • Hearing and respiratory protection to be worn when operating vibrating compaction plant • Workers to rotate use of vibrating compaction plant 	Site Supervisor All Workers	Low (5)

Client/Site-Owner Documents

Important

This SWMS must be communicated to all members of the workgroup by the Site Supervisor. By signing this record, I acknowledge that I have been provided the opportunity to contribute to the identification of hazards and controls associated with the work to enable the task to be undertaken safely. I also acknowledge I have been instructed in the SWMS, understand it and shall abide by the requirements. If the requirements cannot be complied with, I shall cease work and seek further advice from the Site Supervisor immediately.

SWMS Consultation & Sign Off				
All persons involved in the work must have this SWMS explained to them by the Site Supervisor prior to commencement of any works onsite			Site Supervisor	
Date	Name	Position	Company	Signature



FE245 - SAFE WORK METHOD STATEMENT

SWMS Consultation & Sign Off				
All persons involved in the work must have this SWMS explained to them by the Site Supervisor prior to commencement of any works onsite			Site Supervisor	
Date	Name	Position	Company	Signature

Attachment 2

Emergency Management Procedure



FUTURE ENGINEERING & COMMUNICATION PTY LTD

FEI77 - EMERGENCY MANAGEMENT PROCEDURE



FE177 - EMERGENCY MANAGEMENT PROCEDURE

DOCUMENT CONTROL				
Rev.	Date	Amendments	Prepared By	Authorisation
A	01/04/2014	Issued for Review	Maurice McEniry	Craig Davies
0	04/04/2014	Issued for Use	Maurice McEniry	Craig Davies
1	18/03/2015	Annual Review and removal of referencing to critical incidents	Maurice McEniry	Craig Davies
2	25/03/2015	<ul style="list-style-type: none"> Section 13.5 Flooding removed; Section 17.0 Improved detailing of review; Sections 10.5.1 and 10.5.2, addition of PPE requirements for wardens. 	Maurice McEniry	Craig Davies
3	08/09/2015	Amendments following relocation to new office at 7 Tamara Drive	Maurice McEniry	Craig Davies
4	24/04/18	Changes made to incorporate all FEC premises into single evacuation procedure	Ricardo Fynn	Nick Chilli
5	6/06/2018	Changes made to WorkSafe WA reference to include the Regulator in the relevant State	Ricardo Fynn	Nick Chilli
6	15/07/2020	Added QLD and NSW premises and contacts; Updated extinguisher selection table; Updated First Aid personnel; Updated fire extinguisher P-A-S-S guide; Removed use of Satellite phone for comms	Howard Scott	Nick Chilli
7	09/06/2022	General Review - Minor changes.	Justin Schafer	Nick Chilli
8	15/05/2023	Review – IMS Document Restructure Review and update following Telstra/FSC audit	Justin Schafer	Craig Davies
9	8/4/2025	Review – Update with new HSEQ Manager Wayne Fernie onboarded	Wayne Fernie	Nick Chilli



FE177 - EMERGENCY MANAGEMENT PROCEDURE

CONTENTS

1.0 INTRODUCTION 4

2.0 PURPOSE 4

3.0 SCOPE 4

4.0 TYPES OF EMERGENCIES 4

5.0 PREMISES 5

6.0 HOURS OF OPERATION 5

7.0 IMPLEMENTATION 6

8.0 DEVELOPMENT & REVIEW 6

9.0 EMERGENCY RESPONSE EQUIPMENT & FACILITIES 7

10.0 ROLES & RESPONSIBILITIES 9

 10.1 ORGANISATIONAL ARRANGEMENTS 9

 10.2 ROLES & RESPONSIBILITIES 9

11.0 EMERGENCY RESPONSE 12

12.0 EMERGENCY RESPONSE PROCEDURES 16

 12.1 BUSH FIRE/OFFICE FIRE 16

 12.2 AIR CONTAMINATION 16

 12.3 BOMB THREAT 17

 12.4 EARTHQUAKE, BUILDING COLLAPSE/STRUCTURAL FAILURE 17

 12.5 ARMED HOLDUP 17

 12.6 THREATS & ASSAULT 18

 12.7 GAS LEAK 18

 12.8 CHEMICAL/HAZARDOUS SUBSTANCE SPILL 19

 12.9 MEDICAL EMERGENCY 19

 12.10 DEATH ON SITE 19

13.0 POST EMERGENCY RECOVERY 20

14.0 TRAINING REQUIREMENTS 20

15.0 EMERGENCY PREPAREDNESS RESPONSE EXERCISES 20

16.0 POST EMERGENCY REVIEW 21

17.0 COMMUNICATION 21

18.0 MONITORING & REVIEW 21

APPENDIX 1 FIRE EXTINGUISHER CLASSIFICATIONS 22

APPENDIX 2 FIRST AID PERSONNEL 23

APPENDIX 3 STATE OFFICE EMERGENCY CONTACT DETAILS 24

**FEI77 - EMERGENCY MANAGEMENT PROCEDURE**

1.0 INTRODUCTION

Future Engineering & Communication Pty Ltd.'s (FEC) Emergency Management Procedure defines the roles, responsibilities and actions that FEC employees should undertake in the event of an emergency, and outlines FEC's response to emergency scenarios that may occur at FEC areas of operation.

2.0 PURPOSE

- To control or limit any effect that an emergency or potential emergency may have on or off site
- To facilitate emergency response and to provide such assistance on the site as is appropriate to the situation
- To ensure that all vital information is communicated to relevant and external agencies as soon as possible
- To facilitate the reorganization and recovery operations so that normal operations can be resumed
- To provide relevant emergency training so that a high level of emergency preparedness can be continually maintained
- To provide a basis for the revision of emergency management procedures

3.0 SCOPE

This Emergency Management Plan outlines FEC's response to emergency scenarios that may occur at any of the premises of Future Engineering & Communication which are listed in section 5.0 of this procedure.

4.0 TYPES OF EMERGENCIES

The following are examples of the types of emergencies to be considered:

- Air contamination
- Building Fire
- Bush Fire
- Bomb threat
- Earthquake, Building Collapse/Structural Failure
- Armed hold up
- Threats/assault
- Gas leak
- Hazardous substance spill
- Medical emergency
- Death on site

Emergencies may also be a combination of a number of the above situations.



FE177 - EMERGENCY MANAGEMENT PROCEDURE

5.0 PREMISES

The premises detailed below are covered by this procedure:

Address	Description	Contact Information
7 Tamara Drive, Cockburn Central, Western Australia 6164	<ul style="list-style-type: none"> Two story office building with integrated storage/warehouse area Separate vehicle workshop and washdown bay Plant and equipment storage yard 	Telephone: (08) 9417 4999 Ext. 229 Fax: (08) 9417 5666 E-mail: admin@futureau.com.au Website: www.futureau.com.au
29 Spencer Street, Cockburn Central, Western Australia 6164	<ul style="list-style-type: none"> Fabrication workshop with integrated two-story office and shipping/dispatch store External dispatch area and storage yards to three sides 	Telephone: (08) 9417 4999 Ext. 229 E-mail: admin@futureau.com.au Website: www.futureau.com.au
21 Spencer Street, Cockburn Central, Western Australia 6164	<ul style="list-style-type: none"> Fabrication workshop with separate transportable office/crew room External yard area 	Telephone: (08) 9417 4999 Ext. 229 E-mail: admin@futureau.com.au Website: www.futureau.com.au
50 Morrow Road, Lonsdale South Australia 5160	<ul style="list-style-type: none"> Single story office building with integrated storage/warehouse area Outdoor storage yard 	Telephone: (08) 9417 4999 E-mail: admin@futureau.com.au Website: www.futureau.com.au
848 Gympie Road, Lawnton, Queensland 4501	<ul style="list-style-type: none"> Single story office building with integrated storage/warehouse area Small external storage yard 	Telephone: (08) 9417 4999 E-mail: admin@futureau.com.au Website: www.futureau.com.au
Unit 5/10 Bon Mace Close, Berkley Vale, New South Wales 2261	<ul style="list-style-type: none"> Single story office with mezzanine storage above and integrated storage/warehouse area 	Telephone: (02) 4388 6640 E-mail: admin@futureau.com.au Website: www.futureau.com.au

6.0 HOURS OF OPERATION

The hours of operation across all facilities are between 06:00-18:00 Monday to Friday, with some occasional work conducted over weekends.



FE177 - EMERGENCY MANAGEMENT PROCEDURE

7.0 IMPLEMENTATION

For this Emergency Management Procedure to be effectively implemented, employees must:

- Have access to this Emergency Management Procedure - Electronic and/or hard copy
- Have an Emergency Evacuation Plan displayed in prominent positions in each floor/area of each premises
- Undergo specific training
- Undertake emergency evacuation drills at all listed premises at least once annually
- Have support of sufficient employees to fulfill the roles required to implement this Emergency Management Procedure

The minimal requirements necessitate:

- Provision of sufficient financial resources to implement the Procedure
- Maintenance of records for all emergency activities including evacuation drills, fire safety training, incidents and investigations
- Provision of a register of hazardous substances held at all sites

8.0 DEVELOPMENT & REVIEW

This Emergency Management Procedure is documented in accordance with the company policy and procedures. This procedure shall be reviewed at a minimum every 12 months, following every emergency drill and following any occurrence of any emergency event at any of our premises or any change in relevant Legislation/Regulation.



9.0 EMERGENCY RESPONSE EQUIPMENT & FACILITIES

FEC has the following equipment and resources available in the event of an emergency:

- First aid equipment
- Hazardous substance spill kits
- Firefighting equipment

First Aid Equipment

FEC has in place first aid equipment located in all workshop and office areas. First aid kits are inspected on a regular basis and supplies within these kits are either topped up or replaced as necessary.

The location of First Aid Kits will be appropriately signposted – example sign below:



Spill Response Kits

There are spill response kits located in all workshop areas in strategic locations. These spill response kits are selected to respond to the hazardous substances present on the premises. The spill response kits are inspected on a periodic basis or following any incident requiring their specific use, and replenished or replaced as is necessary.

The location of Spill Kits will be appropriately signposted – example sign below:





FE177 - EMERGENCY MANAGEMENT PROCEDURE

Firefighting Equipment

Portable fire extinguishers are in easily identifiable locations throughout all FEC premises. Key personnel should familiarise themselves with their locations and suitability for use on various types of fires, e.g. electrical, flammable liquids, ordinary combustibles. Extinguishers are only suitable to use on fires during their early stages (small or beginning).

Fire extinguishers are inspected and tagged on a 6-monthly basis by a competent person. Before using a fire extinguisher, it is important to understand what is fuelling the fire and what type of extinguisher is most suitable for a fire of that type.

The classification of fire extinguishers and their suitability for different fuel types may be recognised by observing the coloured band or label as shown in Appendix 1.

The location of fire extinguishers are indicated as follows:



Emergency Exits

Emergency exits will be signposted with green coloured information signs that may be either text based or (more preferably) pictographic. An example is shown below:



Assessment, Inspection & Testing of Equipment

The condition, suitability, location and accessibility of Emergency Response Equipment shall be assessed with reference to relevant standards, and once in place shall be inspected by suitably trained employees and approved external contractors and replaced as necessary.



FE177 - EMERGENCY MANAGEMENT PROCEDURE

10.0 ROLES & RESPONSIBILITIES

10.1 ORGANISATIONAL ARRANGEMENTS

Name	Location	Role	Contact
Michael Kent	7 Tamara Drive, Cockburn	Chief Warden	(08) 9417 4999 Ext. 213
Wayne Fernie	7 Tamara Drive, Cockburn	Area Warden	0427 931 536
Wayne Fernie	7 Tamara Drive, Cockburn	Emergency Administrator	0427 931 536
Stuart Dyble	29 Spencer Street, Cockburn	Chief Warden	0437 357 477
Cecil Feast	29 Spencer Street, Cockburn	Area Warden	0438 900 496
Kevin Jasmins	21 Spencer Street, Cockburn	Chief Warden	0449 663 057
Jordan Giblett	50 Morrow Road, Lonsdale, SA	Chief Warden	0414 168 200
Dylan O'Grady	18 Hamilton Street, Northgate, QLD	Chief Warden	0447 006 124
Steve McNab	Unit 5/10 Bon Mace Close, Berkley Vale, NSW	Chief Warden	0433 326 171

10.2 ROLES & RESPONSIBILITIES

Chief Warden

On becoming aware of a potential emergency, the Chief Warden shall determine the nature of the emergency and decide on the appropriate action. If an emergency is declared, the Chief Warden shall initiate the emergency procedures which should include the following actions:

- Ensure that the appropriate emergency service has been notified
- Direct the HSEQ Advisor to communicate with the State Regulator in the event of any notifiable incidents
- Ensure that the Area Wardens are advised of the situation
- Initiate evacuation of the building/workplace
- Brief emergency service personnel on their arrival and thereafter act on the instructions of the emergency service's senior officer
- Being available, or organising Area Warden cover, at all times that the building is normally occupied
- Organising and distributing to all wardens and to all building occupant's relevant information for use in an emergency, including details of the fire alarm system, the emergency warning system and the emergency procedures
- Prominently displaying evacuation procedures and plans for areas. Assistance can be obtained from HSE Team
- Maintaining and distributing to all building occupants a current list of all Area Wardens and their Deputies with phone numbers and locations
- Train, or organising the training of newly appointed Area Wardens
- The Chief Warden is responsible for ensuring that a warden is present in all workplace areas at all times during normal working hours

The Chief Warden must wear the fire warden vest at all times during actual emergencies and emergency preparedness exercises.

Area Wardens

VER. 9. ISSUED 08/04/2025	UNCONTROLLED WHEN PRINTED	PAGE 9 OF 24
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FE177 - EMERGENCY MANAGEMENT PROCEDURE

Area Wardens are responsible for individual workplaces or areas of a workplace. An Area Warden, on becoming aware of the emergency, should implement the emergency procedures for their area, which should include the following actions:

- Ascertain the extent of the emergency
- Assist people in immediate danger
- Raise alarm (activate alarm, shout FIRE, FIRE, FIRE)
- Attempt to extinguish the fire if safe to do so
- Place a staff member at the entry points to ensure that nobody can enter the building pending permission to do so from the building warden or a member of the emergency services
- Communicate with the Chief Warden

Area Wardens must wear the fire warden vest at all times during actual emergencies and emergency preparedness exercises.

Emergency Administrator

The Emergency Administrator shall:

- Retrieve visitors sign in book
- Liaise with next of kin
- Assist Chief Warden as required
- Coordinate roll call/head count

Sentries

Nominated when required by the Chief Warden, Sentries shall:

- Restrict vehicle access
- Direct Emergency Services vehicle to scene
- Direct next of kin to Emergency Administrator
- Assist Emergency Services with traffic management plan as directed

First Aid Personnel

As nominated by Chief Warden, First Aid Personnel shall:

- Administer first aid as required
- Assist Emergency Services as required

Current First Aid Personnel on site as well as their contact details are listed at Appendix 2.

Supervisors/Managers

Supervisors/Managers shall:

- Coordinate the evacuation of employees and visitors under their control
- Check all lights equipment is switched off
- Ensure all doors are closed once rooms are cleared of employees
- Evacuate employees to assembly area/muster point
- Conduct head count/roll call of employees/visitors using FE236 Employee Manifest
- Liaise with Emergency Administrator on result of employees/visitors roll call

IMS Reference FE236 Employee Manifest

Workers & Visitors

On hearing the emergency alarm sounding or on being advised/aware of an emergency, employees should immediately:



FEI77 - EMERGENCY MANAGEMENT PROCEDURE

- Move quickly and calmly to the nearest exit (take personal items/valuables only if this can be done quickly and without causing any delays which may put other employees in danger)
- Make your way to the designate assembly area
- Remain in the assembly area until otherwise advised
- Obey directions given by Emergency Warden(s). Warden(s) will be clearly identifiable



FE177 - EMERGENCY MANAGEMENT PROCEDURE

II.O EMERGENCY RESPONSE

Alarm Initiation

Any person(s) detecting an emergency shall immediately notify their Manager who can start or cancel an emergency alarm. The emergency alarm is a siren raised via the security alarm system and can be activated by pressing down firmly on the red fire button located on the security alarm keypad. Those sites that do not have the fire button as previously described will utilize the method that is in place on those sites, whether that be verbal warnings for small sites or megaphone sirens in mid size facilities. Once the emergency has been confirmed the alarm shall remain in place until the emergency has been called off or cancelled by the Chief Warden. Once an emergency is confirmed the emergency evacuation shall take place immediately.

The manager of each department shall ensure all employees present in that department are aware of the emergency and shall, in conjunction with wardens, ensure their safe evacuation.

Emergency Response & Control

Upon activation of the Emergency, all workers with emergency response duties shall assume their positions and shall don a high visibility vest with roles on back . If any responsible persons are absent, the Chief Warden will nominate and direct another employee to perform their duties.

Medical Duties

Medical duties shall only be undertaken by First Aid Personnel provided they are suitably qualified to deal with the relevant injuries and if doing so does not pose a risk to their own personal health and safety.

Where external medical personnel are present at the scene of an emergency, they shall take control of providing any medical attention to affected employees or bystanders.

Notification of Authorities

Once the Emergency has been declared and subsequently confirmed, the Chief Warden shall notify the relevant Emergency Services.

Because of the urban location of the facilities contact with the Emergency Services shall be made by mobile phone using the contact numbers in Appendix 3 of this Procedure. Should the mobile phone network be inoperable satellite phones shall be used (subject to availability).

Information Provided to Authorities

The Chief Warden shall provide the following information to authorities:

- Business name and address
- Their name and contact details
- Location of the Emergency
- Nature of the Emergency
- Number of people involved
- Details of any casualties/fatalities
- Details of any flammable/hazardous substances contained on site

Liaising with Emergency Services

On arrival of the emergency services at this location they shall be met by the Chief Warden who shall provide them with details of the location of assembly points, location of any casualties/fatalities, and the Hazardous Substance Register as required.

IMS Reference FE205 Hazardous Substance Register

VER. 9. ISSUED 08/04/2025	UNCONTROLLED WHEN PRINTED	PAGE 12 OF 24
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FEI77 - EMERGENCY MANAGEMENT PROCEDURE

Notification to Neighbouring Businesses

The Chief Warden shall notify all business in proximity by phone or by directing one of the Area Wardens to inform them verbally, they shall be informed of the nature of the emergency and of the potential impacts involved.

Emergency Evacuation

The Chief Warden or any senior manager shall order the evacuation if it is deemed that the emergency event poses a risk to the business unit and where the health and safety of employees may be in jeopardy.

Employees shall vacate their immediate work area and proceed to the primary muster point using the evacuation route applicable to that work area. Area Wardens shall direct employees safely to their muster point along designated routes. If external Emergency Services Personnel are present, then the Wardens shall work in conjunction with them to coordinate the evacuation process. Employees shall evacuate in an orderly fashion without running.

Where using the primary evacuation route poses a risk to the health and safety of employees, Area Wardens shall designate a secondary route of evacuation provided it does not pose a threat to their safety.

Employees must not re-enter the affected area unless it has been deemed safe to do so by emergency services personnel. Employees may not under any circumstances re-enter the affected area while the alarm is in progress.

Assembly Areas/Muster Points

Assembly Areas (aka Muster Points) have been identified in the evacuation plan for each building which is to be displayed on notice boards within the workplace. Employees shall assemble at the Primary Muster Point as indicated on the plan.

If assembly at this area is not possible employees will be directed to the Secondary Muster Point (if applicable) or another safe location by the Chief Warden. Employees must not leave the Muster Point until instructed to do so by the Emergency Services.

Where the selected Muster Point is within property owned or leased by FEC a suitable sign shall be erected at the location, as shown below:



Accounting for Persons Onsite

The Emergency Administrator in conjunction with the heads of each department within FEC, shall conduct a roll call to ensure all persons known to be in the facility are present and accounted for.

This roll call shall be conducted at the Muster Point using the Personnel Manifest (FE236). The presence of visitors or subcontractors shall be checked against the Visitors Book, the Emergency Administrator shall have removed this book before evacuating.



FE177 - EMERGENCY MANAGEMENT PROCEDURE

Evacuation of Injured Persons

Where injuries arise from an emergency, movement of the injured to an area which is safe from the elements of the emergency will be crucial. A suitably qualified first aider or occupational first aider shall be asked to manage a triage post until the arrival of the ambulance service. Injured persons should be triaged and provided with appropriate first aid treatment while awaiting ambulance services.

Removal of Vital Equipment from the Premises

Employees must not stop to remove personal belongings if doing so will put their safety in jeopardy, employees may take handheld personal belongings but only if it is safe to do so. Certain items must be removed to assist business continuity following the emergency, but these can only be removed if the process does not jeopardise the safety of the employees involved.

These items are important financial files and the external hard drives which are used to back up the FEC data server. Important financial files shall be removed by the Office Manager with the cooperation of the Emergency Administrator while the external hard drives shall be removed by the General Manager. The server may be backed-up prior to removal of the hard drives but only if it is safe to do so.



FEI77 - EMERGENCY MANAGEMENT PROCEDURE

12.0 MAJOR INCIDENT MANAGEMENT

A major incident occurs when the outcome of an incident meets or exceeds the 'Major' level as described in the Consequence Table of FE018 Workplace Risk Assessment Tool, plus any other incident as determined by the company Directors and HSEQ Advisor.

As required, this Procedure will be used in conjunction with the client's Emergency Management Procedure (or similar) in predetermining roles, responsibilities and accountabilities for client and FEC personnel should a critical incident occur. A site-specific EMP can be developed if deemed appropriate.

The processes listed in s11.0 Emergency Response and s13.10 Death On Site of this Procedure shall be followed where appropriate, with the following additional requirements.

Communications & Media Statements

Outgoing communications, including media statements, related to a critical incident shall be made by FEC's GM and/or MD; and all requests for information received by FEC personnel from media outlets etc. shall be directed to FEC's GM and/or MD for response to ensure consistency in the information provided – other FEC personnel are not permitted to communicate with media outlets.

The initial notification to the Emergency Contact/Next-of-Kin of injured (or deceased) personnel will be made by FEC's GM and/or MD, and ongoing communication shall be by FEC's GM and/or MD or Emergency Services (e.g. Police) to meet legislative and company requirements.

Psychological Injuries

FEC personnel will be offered (ongoing) treatment through the company Employee Assistance Program (EAP) for psychological injuries (e.g. stress, etc.) following a critical incident. This includes injured personnel, first responders and other FEC personnel.



13.0 EMERGENCY RESPONSE PROCEDURES

13.1 BUSH FIRE/OFFICE FIRE

Fire extinguishers are located throughout the premises where there is the potential of fire. If smoke or fire is detected, immediately raise the alarm. If on a client’s site, follow their emergency procedures and use their contacts, otherwise dial 000. Attempt to fight the fire if you are not in immediate danger and have the equipment to do so. DO NOT put yourself at risk.

If in a building, you may need to evacuate to get fresh air. If the fire is in a vehicle, only attempt to fight the fire if you have adequate fire extinguishers. Do not open the engine compartment of the vehicle until you are certain the fire has been extinguished. Beware - fuel may ignite.

If using portable fire extinguishers to fight a fire always ensure the correct type of extinguisher is being used (section 9 of this procedure) and follow the P-A-S-S procedure outlined in the diagram below.



Further information regarding classification of portable fire extinguishers is in section 9 of this Emergency Management Procedure.

13.2 AIR CONTAMINATION

To be used in case of air contamination caused by chemicals, smoke or fumes:

- Please do not expose yourself to danger if you encounter a pollution incident
- If you are being impacted by a hazardous smoke, vapour, dust or gas, please take action to limit your exposure
- If you are outside, if possible, move out of the area (across the wind) to an area out of the plume or up wind of the source (if known)
- If in a building, stay inside and close windows and doors and turn off air conditioners that can draw polluted air inside
- Listen to the radio for emergency broadcasts, check the DFES website (or State equivalent) for information (www.dfes.wa.gov.au)
- Do not open, touch or handle any abandoned chemicals, chemical drums, bottles or containers. Some chemicals can explode when containers are opened or release potentially toxic fumes;
- Call the Department of the Environment and stay upwind
- Advise others to keep away until services arrive. Don't handle wildlife impacted by chemicals or try and take samples as some substances can cause serious human health impacts

Supervisors are to take appropriate action (i.e. warn of pending evacuation or evacuate immediately) based on assessment of risk and advice from Chief Warden.



FE177 - EMERGENCY MANAGEMENT PROCEDURE

13.3 BOMB THREAT

Telephone Call

If you receive a threat of violence by telephone, the following action shall be followed:

1. Remain calm and try to find out from the caller:
 - Where is the bomb located?
 - When is it set to detonate?
 - Why we are the target?

NB: Listen for caller’s accent, voice, background noise, anything that may help to identify who the caller is, where the caller is, follow Bomb Threat Checklist.

2. Advise the Chief Warden and the Managing Director of the situation.
3. To avoid PANIC do not tell anyone else

Suspicious Object

Where a suspicious object is found the following action shall be followed:

- Immediately inform Chief Warden
- Chief Warden to identify the object – unfamiliar/unknown/out of place in area
- Chief Warden to notify DFES/Police immediately if object is suspicious
- Isolate the immediate area and prevent any other person from going near the object
- Follow instructions given by the Chief Warden

13.4 EARTHQUAKE, BUILDING COLLAPSE/STRUCTURAL FAILURE

If necessary, evacuation for an earthquake should proceed as soon as possible after the tremor has passed. Depending on the severity of the earthquake, normal evacuation procedures may not be possible, and designated assembly points may be changed. However, the role of Supervisors will still be to organize the evacuation, keeping calm and acting on their own initiative where necessary to minimize injury to building occupants.

The Chief Warden will oversee all responses required in this situation. If buildings are evacuated no one is to return to the building/area until advised by Emergency Services Personnel or Chief Warden.

13.5 ARMED HOLDUP

During the incident person(s) should:

- Stay calm
- If not directly involved, stay out of the situation
- Obey instructions - do not argue and agitate
- Avoid sudden movement - be deliberate in your actions
- Avoid direct eye contact
- Try to remember everything about the offender(s) e.g. distinguishing features, height, mannerisms, accents, etc.
- If a vehicle is used try to get the registration number, type of vehicle, colour.

After the incident, the Chief Warden is to:

VER. 9. ISSUED 08/04/2025	UNCONTROLLED WHEN PRINTED	PAGE 17 OF 24
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FEI77 - EMERGENCY MANAGEMENT PROCEDURE

- Notify Police and appropriate members of FEC Management
- Attend area and confirm if offender(s) have left and if there are any injuries
- Secure the area for Police
- Assist the Police, keep all involved in the building (except if injuries, do not permit), and gather details of the incident
- Only allow building/area to open after cleared by Police
- Report to Managing Director

I3.6 THREATS & ASSAULT

In the event of an assault:

If minor the Initial response from first response person at the scene or Supervisor is to:

- Assess the situation
- Remain calm
- Obtain assistance if required
- If assailant still present request separation from victim
- Aid victim if possible - call for first aid medical attention as per First Aid Procedures
- Advise Supervisor, who shall notify FEC’s Managing Director and/or General Manager
- Call Police and wait at scene
- Obtain details from scene such as victim’s details, witness details

If major the Initial response from first response person at the scene or Supervisor is to:

- Immediately contact Police on (131 444 or 000) if life threatening)
- Gather details of offender(s), including vehicle(s), weapons, number of offenders, direction of travel
- Keep witnesses at scene until Police arrive. If possible, cordon off scene of assault
- If offender(s) is still at scene try to keep others away from the offender(s)
- If offender is still threatening, move others to a safe area
- Debrief Police on arrival

I3.7 GAS LEAK

Individual who observes the gas leak is to:

- Advise Supervisor immediately
- Keep all employees away from the immediate area
- If safe to do so, isolate gas supply

Supervisor/Manager is to:

- Isolate gas supply if not already done
- Ensure no naked flames in the area
- Ventilate the affected area
- Notify the fire brigade and gas authority as required
- If a major leak, evacuate the building/area
- Inform the Chief Warden as required



FE177 - EMERGENCY MANAGEMENT PROCEDURE

Chief Warden (if a major gas leak is detected) is to:

- Provide plan and resources to remove/limit risk and provide action as requested by Emergency Services
- Ensure no one returns to the building/area until advised by Emergency Services Personnel or Chief Warden

13.8 CHEMICAL/HAZARDOUS SUBSTANCE SPILL

Minor Spill

- Alert exposed or potentially exposed employees.
- Contain the spill with an inert substance and clean up as per the Safety Data Sheet (SDS) for the appropriate chemical
- Alert all building/area inhabitants
- Complete a Hazard/Aspect or Incident Report Form
- Ensure no one returns to the building/area until advised by Emergency Services Personnel or Chief Warden

Major Spill

- Evacuate to an upwind assembly point
- Appropriate qualified employees are to contain the spillage is safe to do so, using appropriate absorbents and buntings for drains
- Clean up should be managed as per SDS
- Remove all waste and dispose of in accordance with regulatory requirements and local waste disposal processes where available
- Chief Warden to notify Environmental Protection Agency and liaise
- Complete a Hazard/Aspect or Incident Report Form
- An Investigation Report form is to be completed and signed by the Chief Warden

Hazardous Substance Register and SDS

A Hazardous Substance Register is located in all the Workshop and Office areas and outlines the nature and quantities of Hazardous Substances stored at that facility. This shall be kept up to date by the HSEQ Advisor and shall be removed from the premises in the event of any emergency evacuation. The register shall also be provided to external emergency services if they are required to attend the premises during any potential or actual emergency event.

13.9 MEDICAL EMERGENCY

In the event of a medical emergency:

- The person(s) discovering the medical emergency should stay with the injured person(s) and send for someone to retrieve a qualified First Aid Personnel (if person(s) discovering are not qualified) and inform the workplace Supervisor/Manager and Health and Safety Representatives as soon as possible
- If the person(s) appears to need urgent medical attention (that is the patient's condition is uncertain or possibly life threatening), then an ambulance should be called on 000
- Qualified First Aid Personnel are to stay with patient until an ambulance arrives
- HSEQ Advisor to communicate with the State Regulator in the event of any notifiable incidents

13.10 DEATH ON SITE

The person(s) finding the deceased is to notify the area Supervisor/Manager immediately, who shall:

- Contact Police (on 131 444), an ambulance and the Managing Director

VER. 9. ISSUED 08/04/2025	UNCONTROLLED WHEN PRINTED	PAGE 19 OF 24
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FE177 - EMERGENCY MANAGEMENT PROCEDURE

- Isolate the scene until the authority completes an investigation or clears the Company to remove the isolation.
- Remove all persons other than witnesses from the scene
- Avoid contact with any blood or other bodily fluids
- Cover body (if possible)
- Provide comfort to all witnesses (if possible)
- The HSEQ Advisor shall notify the State Workplace Regulator if the death is work related

14.0 POST EMERGENCY RECOVERY

Recovery planning shall be considered - this planning will aid the business in returning to normal operations and assist employees coping with trauma following an emergency. Recovery planning shall include:

- Coordination and initiation
- Defusing - where traumatised employees can discuss the event confidentially
- Debriefing - designed to assist employees to use their own abilities to overcome the emotional effects of serious incidents
- Counselling - to employees and families
- Legal and insurance requirements

Only suitably qualified counsellors shall be used to assist victims associated with traumatic event. The HSR shall, in conjunction with management, recommend approved Rehabilitation Providers.

15.0 TRAINING REQUIREMENTS

Employees with assigned emergency response duties (e.g. Fire Wardens) will be provided with inhouse instruction and training to enable them to undertake the duties assigned them by the emergency response procedures. This shall be conducted by FEC's HSEQ Advisor and include, but is not limited to:

- Instruction in the overall emergency response plan and procedures
- Instruction in their specific role and responsibilities

Where specific skills such as First Aid, Fire Fighting, Height/Tower Rescue, Confined Space Rescue, Use of SCBA etc. are identified as being required for a person to competently perform their emergency responsibilities, formal training shall be provided including an assessment of competency.

Records of all training shall be recorded in an individual's confidential records and on FEC's Training Matrix.

IMS References: [MP003 - Emergency Planning](#)

16.0 EMERGENCY PREPAREDNESS RESPONSE EXERCISES

FEC conducts emergency evacuation drill exercises at its premises at a minimum annually. The emergency evacuation drill exercises are conducted to prepare employees for an actual emergency and to test the adequacy of this Emergency Management Procedure.

Following each individual evacuation drill, an FE143 Evacuation Drill Report is completed to document the efficiency of the exercise. The report will also help identify any weaknesses in this Emergency Management Procedure.



FE177 - EMERGENCY MANAGEMENT PROCEDURE

The report will also help identify any corrective action which may need to be implemented to improve the overall effectiveness and efficiency of the procedure. The report will also be discussed as part of the following HSE Committee and Management Meetings.

17.0 POST EMERGENCY REVIEW

An incident report and investigation will be completed after actual emergency incidents. The purpose of the report and investigation is to identify weaknesses or strengths in this Emergency Management Procedures and to make appropriate revisions where required.

The report will be documented on FE061 Incident Report Form, and the investigation will be documented on FE081 Incident Investigation Form including corrective actions and associated responsibilities and timelines. Recommendations and outcomes will be reviewed at the following HSE Committee Meeting and Management Meeting.

18.0 COMMUNICATION

This Emergency Management Procedure is communicated to all employees and subcontractors through their initial Induction upon commencement of employment with FEC. Any changes in this Emergency Management Procedure are communicated to employees by way of email, Memorandum or HSE Toolbox Meeting.

A hardcopy of this Emergency Management Procedure is provided in all prominent locations within FEC facilities, including reception areas, lunchrooms, etc. Visitors are also made aware of the requirements of this Emergency Management Procedure when they visit FEC facilities.

19.0 MONITORING & REVIEW

This Emergency Management Procedure shall be reviewed on an annual basis as a minimum and following any serious incident or change in legislation/regulation.

Any deficiencies identified during these reviews will be logged as corrective actions. Suggested improvements will be raised using the Improvement Request form (FE096). All corrective actions and improvement requests will be documented on the Action Register (FE005).

IMS References: [FE005 – Action Register](#)
[FE096 – Improvement Request](#)



FEI77 - EMERGENCY MANAGEMENT PROCEDURE

APPENDIX I FIRE EXTINGUISHER CLASSIFICATIONS

Type of extinguisher		Type of Fire, Class and Suitability						Comments (Refer Appendix B)
		A	B	C	E	F	D**	
Colour scheme	Extinguishant	Wood, paper, plastics, etc	Flammable liquids	Flammable gases	Energized electrical equipment	Cooking oils and fats	Metal fires	
AS/NZS1841-1997		AS1841-1992						
	Water							Dangerous if used on flammable liquid, energized electrical equipment and cooking oil/fat fires
	Wet Chemical							Dangerous if used on energized electrical equipment
	Foam***							Dangerous if used on energized electrical equipment.
	Powder	ABE						Special powders are available specifically for various types of metal fires (see **).
		BE						
	Carbon Dioxide							Generally not suitable for outdoor use. Suitable only for small fires.
	Vaporizing Liquid							Check the characteristics of the specific extinguishant.
	Fire Blanket							

* Limited indicates that the extinguishant is not the agent of choice for the class of fire, but that it will have a limited extinguishing capability.
 ** Class D fires (involving combustible metals). Use only special purpose extinguishers and seek expert advice.
 *** Solvents which may mix with water, e.g. alcohol and acetone, are known as polar solvents and require special foam. These solvents break down conventional AFFF.
 Australian Standard 2444-2001



FEI77 - EMERGENCY MANAGEMENT PROCEDURE

APPENDIX 2 FIRST AID PERSONNEL

Name	Job Title	Location	Qualification	Contact
Harley Szczepanik	Senior Project Manager	7 Tamara Dr, WA	First Aid/CPR	0420 767 537
Steve Miles	Civil All Rounder	7 Tamara Dr, WA	First Aid/CPR	0404 851 325
Wayne Fernie	HSEQ Manager	7 Tamara Dr, WA	First Aid/CPR/Mental First Aid	0427 931 536
Chris Corpus	Site Manager	7 Tamara Dr, WA	First Aid/CPR	0499 080 953
Stuart Dyle	Workshop Manager	29 Spencer St, WA	First Aid/CPR	0437 357 477
Oscar Zamora	Shipping Manager	29 Spencer St, WA	First Aid/CPR	0455 371 171
Tony Brennan	Trades Assistant	29 Spencer St, WA & 21 Spencer St, WA	First Aid/CPR	0401 634 229
Cecil Feast	Trades Assistant	29 Spencer St, WA	First Aid/CPR	0438 900 496
Heath Small	Apprentice	29 Spencer St, WA	First Aid/CPR	0410 872 711
Kevin Jasmins	Leading Hand	21 Spencer St, WA	First Aid/CPR	0449 663 057
Jordan Giblett	State Manager	50 Morrow Rd, SA	First Aid/CPR	0403 123 003
Dylan O'Grady	State Manager	18 Hamilton St. QLD	First Aid/CPR	0447 006 124
Steve McNab	State Manager	10 Bon Mace Cl. NSW	First Aid/CPR	0433 326 171



FEI77 - EMERGENCY MANAGEMENT PROCEDURE

APPENDIX 3 STATE OFFICE EMERGENCY CONTACT DETAILS

External Emergency Contacts Nationwide	
Fire	Emergency, Triple Zero (000)
Ambulance	Emergency, Triple Zero (000)
Western Australia – Office and Workshops	
Police (WA)	Murdoch Police Station, 120 Murdoch Drive, Murdoch 6150 Telephone: (08) 9313 9000
Hospital (WA)	Fiona Stanley Hospital, 102-118 Murdoch Dr, Murdoch WA 6150 Telephone: (08) 6152 2222
Doctor (WA)	Thomson Lake Medical Centre, 850 North Lake Rd, Cockburn Central WA 6164 Telephone: (08) 9414 9188
South Australia - Office	
Police (SA)	Christies Beach Police Station, 94 Dyson Rd, Christie Downs, SA 5164 Telephone: (08) 8392 9000
Hospital (SA)	Noarlunga Hospital, Alexander Kelly Dr, Noarlunga Centre, SA 5168 Telephone: (08) 8384 9222
Queensland - Office	
Police (QLD)	Petrie Police Station, 1 Connors Street, Petrie QLD 4502 Telephone: (07) 3897 7222
Hospital (QLD)	Redcliffe Hospital, Anzac Avenue, QLD 4020 Telephone: (07) 3883 7777
New South Wales - Office	
Police (NSW)	The Entrance Police Station, 12 Denning Street, The Entrance, NSW 2261 Telephone: (02) 4333 2999
Hospital (NSW)	Wyong Public Hospital, Pacific Highway, Hamlyn Terrace, NSW 2259 Telephone: (02) 4394 8000

Attachment 3

HSE Management Plan



HEALTH, SAFETY & ENVIRONMENTAL MANAGEMENT PLAN (HSEMP)

**J4444 – BELLWEATHER I20M METEOROLOGICAL
MAST- ACCIONA ENERGY**

FE246A



FE246 - HSE MANAGEMENT PLAN

CONTENTS

1.	DOCUMENT CONTROL	5
2.	PURPOSE	6
2.1.	PURPOSE	6
2.2.	APPLICATION OF THIS HSE MANAGEMENT PLAN	6
3.	SCOPE OF WORKS	6
4.	LEGAL & OTHER REQUIREMENTS	7
5.	ASSOCIATED RISK	7
5.1	HIGH-RISK CONSTRUCTION WORK ACTIVITIES	7
6.	OBJECTIVES & TARGETS	7
7.	ROLES & RESPONSIBILITIES	8
7.1.	GENERAL RESPONSIBILITIES	8
7.2.	SPAN OF CONTROL	9
7.3.	PROJECT STRUCTURE	9
7.4.	MANAGING DIRECTOR – CRAIG DAVIES	9
7.5.	PROJECT MANAGER – JORDAN GIBLETT	9
7.6.	HSEQ ADVISOR – WAYNE FERNIE	10
7.7.	SITE SUPERVISOR – STUART JENNIS	10
7.8.	WORKERS	11
7.9.	VISITORS	11
7.10.	CONTROL OF SUBCONTRACTORS	11
8.	SITE REQUIREMENTS	13
8.1.	FITNESS FOR WORK	13
8.2.	TRAINING & COMPETENCY	13
8.3.	HIGH-RISK WORK	14
8.4.	SITE ORIENTATION	14
8.5.	VISITORS ORIENTATION	14
8.6.	PERMITS TO WORK	15
9.	SITE ACCESS CONTROL	15
9.1.	SITE ACCESS	15
9.2.	SIGNAGE	15
9.3.	BARRICADING	16
9.4.	SITE COMMUNICATION	16
9.5.	SHARED WORKPLACES	17
9.6.	INTERACTION WITH MEMBERS OF THE PUBLIC	17
9.7.	VISITS FROM REGULATORY OFFICIALS	17
9.8	TRAFFIC MANAGEMENT & TRANSPORT	17
9.9.	SITE SECURITY	18
10.	HAZARD IDENTIFICATION & RISK MANAGEMENT	18
10.1.	IDENTIFICATION & REPORTING OF HAZARDS & ASPECTS	18
10.2.	HAZARD & ASPECT RECORDING	18
10.3.	RISK ASSESSMENT	19
10.4.	CONTROL MEASURES	20
10.5.	EVALUATION	21
10.6.	MANAGEMENT OF CHANGE	21



FE246 - HSE MANAGEMENT PLAN

11.	CONSULTATION, COMMUNICATION & MEETINGS	22
11.1.	DAILY PRESTART MEETINGS	22
11.2.	HSE TOOLBOX MEETINGS	22
11.3.	RESOLUTION OF HSE ISSUES	22
11.4.	HEALTH & SAFETY REPRESENTATIVES	23
12.	PERSONAL PROTECTIVE EQUIPMENT	23
13.	SITE HEALTH & SAFETY MANAGEMENT	24
13.1.	HORSEPLAY & MISBEHAVIOUR	24
13.2.	HEAT STRESS & UV EXPOSURE	24
13.3.	FATIGUE	25
13.4.	VEHICLES, PLANT & MOBILE EQUIPMENT	25
13.5.	PORTABLE ELECTRICAL EQUIPMENT & GENERATORS	26
13.6.	SITE REGISTERS	26
13.7.	LOADING/UNLOADING OF PLANT & EQUIPMENT	26
13.8.	EXCAVATIONS	27
13.9.	CONFINED SPACE ENTRY	27
13.10.	UNDERGROUND SERVICES	27
13.11.	DEWATERING	28
13.12.	CRANES & LIFTING OPERATIONS	28
13.13.	RIGGING & DOGGING	29
13.14.	WORKING AT HEIGHTS & EWP USE	29
13.15.	FALLING/DROPPED OBJECT PREVENTION	30
13.16.	LOW VOLTAGE ELECTRICAL WORK	30
13.17.	MANUAL HANDLING	31
13.18.	SITE AMENITIES	31
13.19.	WORKING ALONE	31
13.20.	EQUIPMENT INSPECTION & TAGGING	31
13.21.	BANNED TOOLS	32
13.22.	MANAGEMENT OF NOISE	32
13.23.	RF/EME	32
13.24.	HOT WORK	33
14.	JOURNEY MANAGEMENT & REMOTE WORK	33
14.1.	JOURNEY HIERARCHY	34
14.2.	REMOTE WORK	34
14.3.	SHORT JOURNEYS OF LESS THAN 100KM/TWO HOURS	34
14.4.	JOURNEYS IN EXCESS OF 100KM/TWO HOURS	35
15.	SITE ENVIRONMENTAL MANAGEMENT	36
15.1.	HAZARDOUS CHEMICALS	36
15.2.	BIOSECURITY and ESAs	37
15.3.	FLORA MANAGEMENT	38
15.4.	FAUNA MANAGEMENT	38
15.5.	CLEARING	39
15.6.	DUST MANAGEMENT	39
15.7.	SOIL EROSION	40
15.8.	REHABILITATION OF DISTURBED AREAS	40
16.	CULTURAL HERITAGE SITES	40



FE246 - HSE MANAGEMENT PLAN

17.	HOUSEKEEPING	40
18.	MANAGEMENT OF WASTE	41
19.	WORKS NEAR WATER BODIES	41
20.	WORKPLACE INSPECTION & AUDITING	41
21.	EMERGENCY PREPAREDNESS & RESPONSE	42
21.1.	MUSTER POINT	42
21.2.	EVACUATION	43
21.3.	FIRST AID PROVISION	43
21.4.	INJURIES	43
21.5.	DEATH ONSITE	43
21.6.	FIRE	44
21.7.	EXTREME WEATHER	44
21.8.	ELECTRIC SHOCK	45
21.9.	RESCUE FROM A POSITION OF HEIGHT	45
21.10.	EMERGENCY RESPONSE EQUIPMENT	45
21.11.	EMERGENCY COMMUNICATION	46
21.12.	EMERGENCY CONTACT INFORMATION	46
21.13.	FEC EMERGENCY CONTACT INFORMATION	46
22.	INCIDENT REPORTING & INVESTIGATION	47
22.1.	INCIDENT REPORTING	47
22.2.	INCIDENT INVESTIGATION	47
22.3.	COMMUNICATION & REVIEW	47
22.4.	CORRECTIVE/PREVENTIVE ACTIONS	48
23.	INJURY MANAGEMENT & REHABILITATION	48
24.	HEALTH SURVEILLANCE	48
25.	HSE PERFORMANCE MONITORING	49
26.	RESOLUTION OF HSE ISSUES	49
27.	MONITORING & REVIEW	50
APPENDIX 1	WORK HEALTH & SAFETY POLICY	51
APPENDIX 2	ENVIRONMENTAL POLICY	52
APPENDIX 3	MANAGEMENT PROCEDURES	53
APPENDIX 4	WORK PROCEDURES	54
APPENDIX 5	WORKPLACE RISK ASSESSMENT TOOL	56



FE246 - HSE MANAGEMENT PLAN

I. DOCUMENT CONTROL

Author / Custodianship

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Process Owner / Custodian	Future Engineering & Communication

Stakeholders

Name	Position / Title
Craig Davies	Managing Director
Nick Chilli	General Manager
Craig Pilatti	Project Manager
Gus Kueter-Luks	Client Representative

Distribution List

Name	Position / Title
Craig Davies	Managing Director
Nick Chilli	General Manager
Craig Pilatti	Project Manager
Gus Kueter-Luks	Client Representative

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FEC Management Procedures	MP001 – MP100
FEC Work Procedures	WP001 – WP098

Review and Authorisation

Name	Role	Date Authorised	Next Review Date
Craig Davies	Managing Director	3/2/2026	NA



FE246 - HSE MANAGEMENT PLAN

2. PURPOSE

This Health Safety and Environmental (HSE) Management Plan has been developed to provide employees and sub-contractors with the guidelines for HSE requirements on the project site. This document will be submitted to Acciona Energy for review prior to implementation.

FEC understands that no Works under Contract (WUC) may commence until such time as this document has been reviewed by Acciona Energy. This plan shall be continually updated throughout the life of the project to ensure it remains current, effective and relevant to the scope of works on the project. Any changes to this plan shall be communicated to employees and stakeholders by way of HSE Toolbox Meeting, prestart meetings or memorandum.

This document is controlled and FEC will continually ensure that employees onsite always have the most up to date version. While FEC precludes the use of obsolete documentation and as such removes them from service to prevent any unintended use by employees. This HSE Management Plan shall also be reviewed following any serious incident or any change in legislation / regulation.

2.1. PURPOSE

This HSE Management Plan relates to all works being carried out under order reference 3101824292 and applies to FEC employees and sub-contractors working on the project site.

2.2.APPLICATION OF THIS HSE MANAGEMENT PLAN

A complete copy of this HSE Management Plan and associated documentation shall be available to all company Management and Supervision. All employees and applicable subcontractors shall have access to a copy through the Site Supervisor.

3. SCOPE OF WORKS

A summary of the Works covered by this Scope of Works is as follows:

Supply, installation, testing and commissioning of one (1) meteorological mast, including instrumentation and any other equipment to ensure that the met mast is fully functional.



4. LEGAL & OTHER REQUIREMENTS

FEC have made a commitment in its WHS and Environmental Policies to comply with all relevant legislation. To meet this commitment, FEC has identified all relevant WHS and Environmental Legislation that may apply to its activities, products and services.

An up-to-date listing of the Legal and Other Requirements applicable to activities conducted by FEC can be found on FE004 - Legal Obligations Register.

This register is reviewed and updated on an annual basis, and maintained on an ongoing basis, by the HSEQ Advisor with SAI Global’s Intertek Legislation Alert and Standard Watch subscriptions providing updates. Where the changes have the potential to significantly impact the business the HSEQ Advisor communicates the findings by the manner most appropriate to the audience, including email, toolbox meeting, Management Meeting, HSE Committee Meeting or internal memo. Amendments will be made to Management Procedures, Work Procedures and other IMS documents to reflect the changes as required.

The register is available to FEC personnel via the company’s network. To maintain internal document control and the licence agreements with SAI Global, onsite workers who require access to this information are required to contact FEC’s HSEQ Advisor or the relevant Project Manager who will access and communicate the required information.

IMS Reference: FE004 - Legal Obligations Register

5. ASSOCIATED RISK

The risks associated with the work scope will be assessed by FEC and this will be used as a basis to produce the Safe Work Method Statement and/or Job Hazard Analysis.

5.1 HIGH-RISK CONSTRUCTION WORK ACTIVITIES

The following high-risk work activities may be carried out as part of the scope of works on this contract:

- Work in an area with movement of powered mobile plant
- Risk of a person falling more than 2m

The above high-risk construction work activities will be covered by the Safe Work Method Statement (SWMS) developed for the project. The SWMS will document:

- The work involved
- The hazards and risks
- The control measures and how they will be implemented, monitored and reviewed

All high-risk construction work activities will only be always carried out by suitably qualified persons and will be supervised by the FEC Site Supervisor for their entire duration.

6. OBJECTIVES & TARGETS

To reinforce the successful implementation of this Site HSE Management Plan, FEC management will ensure that all workers are:

- Provided with training to enable work practices to be undertaken that are safely to minimise risk to the environment and Health and safety to themselves and others;



FE246 - HSE MANAGEMENT PLAN

- Provided with regular and up-to-date information on HSE for the duration of the planned works;
- Regularly consulted on matters that affect HSE in the workplace; and
- Familiar with the hazards and risks associated with the planned works.

The objectives and the targets that follow are aligned with FEC’s Work Health, Safety and Environmental Management Systems Table 1 below, outlines the HSE Objectives and Targets to be achieved on each site.

Goal	Measure	Target	Timeframe	Responsible Person(s)
To eliminate the potential for fatalities, permanent disabilities and systematically reduce all other injuries	Lost Time Injury Frequency Rate (LTIFR)	≤1	Monthly	All
	Medical Treatment Injury Frequency Rate (MTIFR)	≤1	Monthly	All
	Total Recordable Injury Frequency Rate (TRIFR)	≤1	Monthly	All
To eliminate the potential for adverse impacts on the environment	Environmental Incident Frequency Rate	≤1	Monthly	All
Open Communication on HSE matters with all workers	Daily Prestart Meetings	1x Daily Prestart Meeting to be facilitated by the Site Supervisor	Daily	Site Supervisor
To identify and rectify all actual or potential safety hazards and environmental aspects in the workplace and to prevent the occurrence of near misses	Daily Workplace HSE Inspections	Minimum of 1x Workplace Inspection to be completed by the Site Supervisor daily	Daily	Site Supervisor
To encourage behaviour which is both safe and benefits the environment	Hazard/Aspect Reports	Report all safety hazards and environmental aspects	Ongoing	All workers
To ensure all workers are trained to work safely and without undue harm to the environment	Training	100% of workers to be correctly trained to complete the tasks assigned to them.	Prior to mobilisation	Project Manager Site Supervisor

Table 1: HSE Objectives & Targets

All personnel are required to commit to the achievement of the above objectives and targets. FEC’s HSEQ Advisor provides management with monthly, quarterly and annual IMS and HSE performance reports, which is provided (in summary as appropriate) to office- and field-based personnel at monthly Management Meetings and HSE Toolbox Meetings.

Data for these reports is extracted from Dashpivot, and various FEC forms and registers (including FE061 - Incident Report, FE146 - Incident Register) by the HSEQ Advisor.

7. ROLES & RESPONSIBILITIES

7.1. GENERAL RESPONSIBILITIES

Suitably trained personnel fulfil defined roles within the organisation. Their roles, responsibilities and authorities (including those for HSE) are stated in their relevant Job Descriptions. These are developed and kept up to date by the Managing Director. Workers are made aware of the details in their Job Descriptions through worker inductions, training and meetings.



FE246 - HSE MANAGEMENT PLAN

Non-compliance with these requirements for any reason may lead to disciplinary action and potential loss of employment.

7.2. SPAN OF CONTROL

The span of control describes the ratio of Supervisory staff and HSE Professionals to field personnel and may vary depending on the scope of work, number of work fronts, shift times and risk profile of the work being undertaken. Depending on the coordination of any given site FEC will typically ensure a minimum ratio of 1 Supervisor:15 Workers.

7.3. PROJECT STRUCTURE

Name	Position	Contact Details
Craig Davies	Managing Director	0416 242 648
Nick Chilli	General Manager	0402 839 260
Craig Pilatti	Project Manager	0411 626 904
Wayne Fernie	HSEQ Manager	0427 931 536
Stuart Jennis	Site Supervisor	0474 828 361

7.4. MANAGING DIRECTOR – CRAIG DAVIES

Craig Davies as the Managing Director is responsible for the authorisation and implementation of the HSE Management Systems; and:

- Has the authority and responsibility to establish a healthy and safe working environment and Work Practice that comply with applicable acts, regulations, standards, codes and the HSE Management Systems.
- Provides feedback to senior management with respect to the performance of the HSE Management Systems.
- Reviews HSE performance with the HSEQ Advisor and other Directors and Managers to identify improvement opportunities.
- Approves the allocation of resources necessary for the implementation of company WHS and Environmental Policies, including the implementation of identified improvement opportunities; and
- Conducts HSE observations indicating leadership when performing site visits.

7.5. PROJECT MANAGER – JORDAN GIBLETT

Jordan Giblett as the Project Manager is responsible for ensuring that all project activities conform to the requirements of the FEC HSE Management Systems; and the project specific management plan and are accountable to the Directors for ensuring that the contracted works are delivered on time, to specification, within budget, and in compliance with all applicable HSE requirements. These positions have the following specific HSE responsibilities:

- Coordinating certification of compliance with the company’s safety design requirement for all parts of the project
- Ensuring that all persons engaged on the project are made aware of the hazards/aspects and the risk control requirements
- Providing all necessary resources for skills and safety development to achieve a safe working environment
- Conducting regular inspections of the work site to demonstrate leadership and ensure that procedures are used
- Taking effective action to correct identified failures or breaches of HSE Management Systems requirements
- Coordinating and chairing regular project meetings which include reviews of project HSE performance
- Driving acceptance of individual responsibility for HSE by all workers
- Coordinating kick off meetings prior to new work areas opening up
- Ensuring that a copy of this HSEMP is made available to the Site Supervisor



FE246 - HSE MANAGEMENT PLAN

The Project Manager should also ensure all people engaged on the project are actively involved in site safety initiatives.

7.6. HSEQ ADVISOR – WAYNE FERNIE

Wayne Fernie as the HSEQ Advisor is appointed by FEC as the management representative responsible for the establishment, implementation and maintenance of Integrated Management Systems, and has the following specific HSE responsibilities:

- Reporting on the performance of the HSE Management Systems to the applicable Manager as a basis for improvement, ensuring FEC compliance with the site specific HSE management plan, conducting investigations and reporting to the Project/Site Manager on incidents and near misses.
- Completing client/customer supplied audit documents to ensure that FEC’s HSEQ systems and associated documents meet or exceed the expectations of their clients/customers
- Conducting regular inspections of work areas, either independently or as part of an inspection team, documenting the results of such inspections in the agreed format, and providing advice on the outcome of such inspections to the Project/Site Management .
- Monitoring the status of identified corrective and preventative actions, maintaining an Action Register and providing advice and reports to Project and Company Management on close-out actions.
- Assisting staff with the management of ill or injured workers, liaising with treating medical practitioners, developing and monitoring return to work and rehabilitation plans.
- Analysing safety data and reporting trends back to site management team for action.
- Providing HSE advice to management and the workforce; and
- Assisting in writing, reviewing and approving JHAs and SWMSs and any other safety documents that are deemed necessary.

7.7. SITE SUPERVISOR – STUART JENNIS

Stuart Jennis as the Site Supervisors (including Subcontractor Supervisors) are responsible for the daily management of their work areas and work crews and are accountable to the Project Managers for ensuring that their allocated work scopes are completed in a safe and efficient manner. Depending on the coordination of any given site FEC will ensure a minimum ratio of 1 Supervisor to 15 workers. Site Supervisors have the following specific HSE responsibilities:

- Directing work crews in the setup of the worksites in such a manner that all activities can be completed safely and in compliance with all HSE requirements.
- Educating and directing work crews in safe work practices as per FEC and project contract specific procedures (where applicable).
- Encouraging the reporting of hazards/aspects.
- Holding Daily Pre-Start Meetings with their work group to review the planned work activities for the shift, inclusive of any HSE activities, issues or concerns.
- Conducting regular HSE Toolbox Meetings to address HSE issues and to provide information on safety related matters.
- Reporting all incidents occurring within their work group to the HSEQ Advisor and Project/Site Manager in accordance with FEC and site procedures.
- Conducting Daily HSE Inspections of their work area and taking immediate and effective action to correct reported or observed breaches of project HSE requirements.
- Developing SWMS, Work Procedures and Risk Assessments in conjunction with their work group for all their work activities.
- Allocating tasks to the work group in accordance with the qualifications, skills, experience and competence of each individual and

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 10 OF 56
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FE246 - HSE MANAGEMENT PLAN

- Conducting Daily HSE Inspections as per the HSE objectives.
- Formally communicate any opportunities for improvement (via Daily Diary, Redline Drawing Markups, etc) identified during site works, inspections, meetings, etc., to the appropriate Manager for review and assessment.

7.8. WORKERS

All workers (including subcontractors) have a specific legislative responsibility to take reasonable care of their own health and safety, and that of any other person who may be affected by their acts or omissions. They must also ensure that they do not cause undue harm to the environment through their acts or omissions. Workers are accountable to the Site Supervisor, and in addition to their general responsibilities detailed above, have the following specific HSE responsibilities:

- Cooperating and complying with HSE instructions.
- Using supplied PPE and any other equipment provided in the interests of safety, in the way they have been instructed.
- Reporting promptly to the Site Supervisor any situation which they believe to be hazardous in accordance with FEC procedures for hazards/aspects reporting and as necessary, complying with company procedures for the resolution of safety issues.
- Reporting promptly to the Site Supervisor any incident or injury that arises during their work.
- Completing pre-start checks correctly and reporting any damage or repairs immediately to the Site Supervisor.
- Participating in HSE discussions during Daily Prestart Meetings and HSE Toolbox Meetings.
- Participating in the development of SWMS for their scope of work.
- Complying with FEC's policy and procedures for fitness for work.
- Participating in audits and inspections as required.
- Attending training sessions when requested.
- Attending all HSE communication sessions.
- Formally communicate any opportunities for improvement (via Daily Diary, Redline Drawing Markups, etc.) identified during site works, inspections, meetings, etc., to the appropriate Manager for review and assessment.

From time-to-time workers may be required to conduct work on site for other contractors or clients. When this occurs, all workers shall abide by FEC HSE policies and procedures as well as those of the client for whom the work is being completed.

All workers including subcontractors can stop a job or task if they believe it is unsafe or may cause undue harm to the environment.

7.9. VISITORS

FEC has extended the protection of the HSE Management Systems to all individuals wishing to visit the workplace. Specific systems have been developed which ensure that each visitor is met prior to workplace entry and informed of any inherent potential hazards/aspects and the correct precautions to be taken to prevent the occurrence of any incidents.

All visitors to the site must sign the visitors register supplied by the site supervisor inclusive of landowners and Acciona Energy representatives.

7.10. CONTROL OF SUBCONTRACTORS

FEC shall engage subcontractors based on their prior HSE performance and experience within the required scope of work as outlined by the organisation. Subcontractor HSE programs and their safety performance shall be reviewed and

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 11 OF 56
---------------------------	---------------------------	---------------



FE246 - HSE MANAGEMENT PLAN

evaluated by FEC’s Project Managers, Construction Manager and HSEQ Advisor as appropriate, as part of the selection process.

Where subcontractors are engaged to carry out works for or at the direction of FEC, they will be required to demonstrate that their personnel have received the correct training and qualifications and have the appropriate experience prior to commencing any works on the project. All subcontractors are required to work in accordance with the requirements of this HSE Management Plan and the applicable SWMS/JHA. The HSE hazards and aspects associated with the works will be communicated to the relevant subcontractors:

- Prior to mobilisation (via HSEMP, SWMS as applicable) allowing sufficient time (based on the scope of works and scheduling) for the required planning, and
- Upon their arrival onsite (via SWMS, JHA as applicable).

The subcontractors will be required to sign the SWMS/JHA as an acknowledgement of their understanding of the HSE hazards and aspects, and the associated controls.

Where subcontractors are required to conduct HRCW activities using their HSE management processes, they must provide completed SWMS for review by FEC’s HSEQ Advisor and Acciona Energy, except where they are operating under FEC’s SWMS/JHA. The HSEQ Advisor will complete and provide feedback to the subcontractor using FE349 - Contractor SWMS Review. HRCW must not commence until the HSEQ Advisor (and the client, as applicable) has approved the relevant subcontractor SWMS.

Expectations of Subcontractors

Subcontractors will be evaluated on their ability to meet the health and safety requirements of the tasks. This may require evidence of their own HSE Management Systems detailing their commitment to providing a healthy and safe work environment.

All subcontractor activities will be included in the FEC hazard/aspect and risk assessment process and are expected to be conducted to meet the requirements of FEC and applicable legislation, Codes of Practice, Australian Standards, etc. as directed by FEC. Duties of subcontractors include (but are not limited to):

- Compliance with the requirements of this HSE Management Plan
- Compliance with applicable legislation
- Attend FEC/client inductions
- Contribute to Daily Prestart and HSE Toolbox Meetings
- Managing the risks appropriately on the project e.g. SWMS, Work Procedures
- Selection of competent Site Supervisors
- Maintenance of supplied plant and equipment
- Conducting observations and inspections
- Reporting of all incidents
- Reporting of all unsafe acts, omissions and workplace conditions, and the correction of these
- Ceasing of works when directed by an FEC representative following observation of an unsafe act, omission or workplace condition, until such time that the observation is corrected to the satisfaction of FEC and the subcontractor

Site audits and inspections will be held to ensure that subcontractors are compliant with this plan.

IMS Reference: [MP022 - Subcontractor Management](#)



8. SITE REQUIREMENTS

8.1. FITNESS FOR WORK

All workers must always be fit for work when in the workplace. Workers shall not, at any time, be under the influence of alcohol, drugs or any other substance which may impair their ability to carry out their required duties without harm to themselves, others or the environment. Workers are obliged to report to their Manager/ Site Supervisor if they are taking any prescription or over the counter medication.

The Manager/Site Supervisor is responsible for ensuring that workers under their control are fit to carry out the duties assigned to them. Workers are required to report any medical condition which may affect their fitness for work, maintain a reasonable work/life balance, and shall also comply with any applicable site or customer-specific fitness for work requirements.

FEC may carry out random drug and alcohol screening, and workers will be subject to disciplinary procedures if they produce a positive result or refuse to provide a sample. 'For cause' testing can also be carried out following any near-miss or serious incident.

IMS Reference: FE192 - Fitness for Work Policy
MP012 - Fitness for Work

8.2. TRAINING & COMPETENCY

FEC is responsible for ensuring that workers (and Managers and Supervisors) have received the correct level of training commensurate with the tasks they are required to perform. All workers must have completed the FEC Worker Induction prior to commencing any work for FEC.

FEC only employ people with a minimum set of qualifications and experience relevant for the role they are employed to perform. These are confirmed by Administration personnel prior to employment, and expiry dates are monitored on an ongoing monthly for all personnel. The requirements for all roles are determined by the Directors and management and are reviewed periodically and as roles are developed or responsibilities change.

All relevant personnel shall also attend any training facilitated by its customers - including general, onsite and other specific inductions - as and when required.

FEC shall ensure all employees (including contractors and visitors) have undertaken training appropriate to the identified needs. FEC employees employed on the project are required to have as a minimum:

- FEC Employee Induction
- HLTAID011 Provide First Aid with Cardiopulmonary Resuscitation
- HLTAID009 Provide Cardiopulmonary Resuscitation
- Work Safely in the Construction Industry (White Card) – CPCCOHS1001A

IMS Reference: MP020 - Training & Competency



FE246 - HSE MANAGEMENT PLAN

8.3. HIGH-RISK WORK

When required to carry out high-risk work as defined in relevant Legislation, FEC will ensure that the workers required to do so are in possession of a current High-Risk Work Licence relevant to the task(s) they are required to perform. Formal training will be required for all high-risk activities to ensure that training is provided to a recognised national competency standard, consistent with and aligned to current classification levels, by a Registered Training Organisation (RTO).

8.4. SITE ORIENTATION

All FEC personnel and subcontractors attending site to perform works are required to complete all client/site owner inductions (general, site, task-specific) and FEC's site orientation/induction (FE351 - Site Induction). The site orientation will be delivered by the Site Supervisor or a delegate on site prior to works commencing. The site orientation can include the following discussion points:

- Site rules
- Location of amenities
- Company policies
- Working Hours
- Minimum PPE requirements
- Emergency evacuation plan and location of muster point
- Traffic management
- Location of Emergency Response Equipment (including firefighting, first aid kits, hazardous substance spill kits)
- Work Area(s)
- Existing hazards/aspects and current controls
- Site-specific emergency response protocols (e.g. height rescue and tower rescue kit location)

8.5. VISITORS ORIENTATION

All visitors wishing to enter the site must:

- Have prior approval from the Site Supervisor.
- Be greeted at the site entry point upon arrival.
- Receive a visitor's orientation by the Site Supervisor or their delegate.
- Always Follow the direction of the Site Supervisor or their delegate whilst onsite.
- Wear the correct PPE whilst onsite.
- Always be accompanied by the Site Supervisor or delegate while onsite, including being escorted to the actual work front.

The visitor's orientation can include the following discussion points:

- Site Rules
- Location of amenities
- Exclusion Zones
- Location of Emergency Response Equipment (Firefighting, first aid kits, hazardous substance spill kits)
- Emergency Alarms
- Evacuation Routes/Muster Points
- Existing hazards/aspects and current controls
- Site-specific emergency response protocols (e.g. height rescue and tower rescue kit location)

Where required, the FEC Site Supervisor must also inform the relevant customer representative whenever a visitor is coming onto site. Visitors are not permitted to work onsite at any time.

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 14 OF 56
---------------------------	---------------------------	---------------



FE246 - HSE MANAGEMENT PLAN

Visitors and FEC employees who do not have the relevant Acciona Energy authorisations must be escorted at all times by a suitably Acciona Energy person at all times. Please note that visitors are not allowed to work at any time on the project site.

8.6. PERMITS TO WORK

All relevant permits must be in place from Acciona Energy prior to commencing physical works onsite. All site personnel are obliged to abide by and adhere to the conditions of any permits applicable to their specific works.

9. SITE ACCESS CONTROL

All work sites (including laydown and storage areas, if applicable) will be safely demarcated using appropriate barricading. Only authorised personnel will be granted access to the work area without supervision. No person is permitted to access the site without notifying the Supervisor.

On mobilisation to each work site, the site supervisor or delegate will be required to install Construction signage on the entrance to the site. The construction signage will include the name and contact details of the site supervisor for visitors to contact prior to entering.

Due to the nature of the works being performed on the project sites, access shall be strictly controlled by FEC for the duration of the works. Notwithstanding this, it is accepted that under appropriate and reasonable circumstances Acciona Energy have the right to resume control of their property.

All visitors shall be greeted at the site entry point upon arrival and escorted to the actual work front. Visitors shall be always escorted and follow the direction of FEC and Acciona Energy while on these Project Sites.

9.1. SITE ACCESS

Site access and egress shall be via agreed and designated access egress points only. Where required, the Site Supervisor shall inform the relevant client representative and / or the landowner when entering and leaving the site. Designated routes must be always used.

The area required to perform these works safely will be demarcated using the appropriate barricading. Only authorised employees will be granted access to the work area with supervision.

Where permits are required for site access, these shall be obtained and communicated to all employees prior to site access.

9.2. SIGNAGE

Before work commences, the following signs shall be erected at the site entrance:

- Compulsory PPE requirements
- Emergency Assembly Point
- Danger Construction Site – No Unauthorised Entry
- Site Contact Details
- Deep Excavations (Where required)
- Workers Above (Where required)
- Council or Statutory Notices (Where required)



9.3. BARRICADING

The area required to perform these works safely will be demarcated using the appropriate barricading. Only authorised personnel will be granted access to the work area with supervision.

FEC will install temporary fencing and signage around work area as required. Muster points to be communicated to all personnel working on site. Access to work area to be controlled to ensure area is secure. Information Tags shall be placed on the barricades to signify the nature of the hazards/aspects as required.

- Anyone who creates or discovers a hazard/aspect is responsible to have it barricaded and determine if a warning or protective tape or bunting is required
- Do not enter a barricaded area unless you understand the hazards/aspects, gaining permission from the people on the job or the area Site Supervisor and the risk is controlled.
- Factors to consider before erecting a barricade are the criticality of the hazards/aspects, familiarity of the people, visibility of the area and the amount of clearance from the hazards/aspects.
- The barricade shall be marked with warning signs or signs indicating the hazards/aspects and an alternate route around the area should be marked if appropriate.
- Suitable barricades shall be erected that can withstand the environmental nature of the area (e.g. high winds).
- Barricading/ signage must be provided around drop zones where people are working above to prevent unauthorised entry into the work area.

Types of Barricades:

1. Protective Barricades (e.g. fencing, boarding, cable, fixed post and rail)
 - Warn as well as provide physical protection and shall be able to withstand reasonable force in any direction with minimal deflection (i.e. withstand a person falling against it)
 - Provides positive access control
2. Warning Barricades (e.g. portable barricades, woven plastic fences)
 - Does not provide physical protection and should be placed at least 1.5 m from the hazard.
3. Danger Flags/Tape (not to be used for Permanent barricades)
 - Are to be used as an immediate warning to people entering an area pending a substantial barricade being erected as soon as practicable.

Notes regarding substation work:

1. The use of star-pickets or any form of fencing that requires a driven post is prohibited within the boundaries of any substation.
2. All temporary metallic fencing is to be bonded to the earth grid.

9.4. SITE COMMUNICATION

The Site Supervisor shall ensure that there is always adequate means of communication onsite. This can be in the form of verbal, mobile phone, 2-way radio or a combination of these. 2-way radio communication must be used for all aerial works and any lifting operations where verbal communication is not possible.



FE246 - HSE MANAGEMENT PLAN

9.5. SHARED WORKPLACES

On some client sites there may be multiple FEC teams, client teams and/or teams from other contractors. Where there is potential for interaction between teams, the FEC Site Supervisor shall request information from the client regarding each teams' access/egress requirements, plant and vehicle movements, etc, and/or maintain ongoing discussion with the other teams' Supervisors and record these communications in their Daily Diary. The Site Supervisor shall discuss these requirements with FEC workers at the daily HSE Prestart Meeting.

All FEC workers shall strictly adhere to FEC, client and other contractors' HSE requirements as applicable.

9.6. INTERACTION WITH MEMBERS OF THE PUBLIC

In the event of a situation where employees or subcontractors are confronted by members of the public while engaged in works on the project the Site Supervisor will contact the relevant Acciona Energy representative.

9.7. VISITS FROM REGULATORY OFFICIALS

Inspectors and Safety Officers appointed by WorkSafe or similar regulatory bodies may attend the worksite at any time and without prior notice. Such visitors can be asked to provide proof of identity and complete an induction but are otherwise permitted to access the workplace to fulfil their duties.

All personnel are obliged to offer cooperation and assistance to the Inspector as necessary, and to answer all relevant questions.

9.8 TRAFFIC MANAGEMENT & TRANSPORT

A site-specific traffic management plan will not be required, however suitable precautions will be taken at all times to protect the general public, work personnel, plant and equipment, including barricading and fencing as required.

FEC will comply Main Roads WA Traffic Management for Road Works Code of Practice and any guidelines / recommendations regarding traffic control and road safety when working near public roads.

A Restricted Access Vehicle (RAV) permit shall be required where the vehicle exceeds one or more of the following:

- Width 2.5m
- Height 4.3m
- Length 12.5m (rigid vehicle) or 19m (for a combination)
- 42.5t gross mass
- 6t on a single steer axle
- 10t on a twin steer axle group (non-load sharing suspension)
- 11t on a twin steer axle group (load sharing suspension)
- 9t on a single axle
- 16.5t on a tandem axle group
- 20t on a tri or quad axle group

IMS Reference: MP011 – Traffic Management



FE246 - HSE MANAGEMENT PLAN

9.9. SITE SECURITY

Site security must be always maintained by FEC. The Site Supervisor is responsible for ensuring that each site is made safe and secured at the end of each working day. This includes closing and locking gates and fencing, the safe and secure storage of tools, equipment, plant and vehicles.

10. HAZARD IDENTIFICATION & RISK MANAGEMENT

10.1. IDENTIFICATION & REPORTING OF HAZARDS & ASPECTS

A hazard is defined as any object, situation, or behaviour that has the potential to cause injury, ill health, or damage to property or the environment, and may stem from a task, process, chemical or piece of equipment but may also be a latent condition present in the workplace such as noise. An environmental aspect is defined as any element of an organisation’s activities, products, or services that interacts or can interact with the environment.

Sources and methods used for the identification of hazards and aspects include consultation with workers, inspection of the workplace, records from past incidents and near miss events, OEM manuals, relevant legislation/regulation, site-specific hazards identified by the client (e.g. ESAs, presence of asbestos).

FEC workers are required to report health and safety hazards or any environmental aspects on its premises and worksites which may have the potential to cause harm. Hazards must be reported immediately to the Site Supervisor who will then advise Acciona Energy. Where possible, hazards shall be rectified immediately by the workers and Site Supervisor.

Hazards and aspects can be recorded on FE015 - Hazard/Aspect Report Form and where appropriate will be added to FE170 - Risk Register for the affected site or Project. Completed Report Forms must be returned to the Project Manager upon completion of works onsite.

Each hazard/aspect that has been identified and recorded is then assessed, and priorities of control are assigned by the workers and Site Supervisor. Where hazards cannot be immediately rectified, they shall be reported to the Project Manager and HSEQ Advisor.

IMS Reference: FE015 - Hazard/Aspect Report Form

10.2. HAZARD & ASPECT RECORDING

Safe Work Method Statements (SWMS) and Job Hazard Analysis (JHA) are used as the primary methods of hazard identification, risk assessment and documentation of control measures for works conducted onsite. All workers are required to complete a SWMS, JHA or Take 5 (as appropriate) prior to commencing any work onsite.

Where the planned works consist of designated High Risk Construction Work activities, a Safe Work Method Statement (SWMS) must be prepared prior to commencing any work. For all other tasks which do not consist of designated High Risk Construction Work activities, a Job Hazard Analysis (JHA) must be completed prior to commencing any work.

Where routine low risk tasks are being undertaken that are not documented on a JHA or SWMS, a Take 5 risk assessment may be used. Completed Take 5s must be returned to the Project Manager upon completion of onsite work.

FE018 Workplace Risk Assessment Tool is attached at Appendix 5 and provides personnel with the tables required to complete FEC risk assessments.

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 18 OF 56
---------------------------	---------------------------	---------------



FE246 - HSE MANAGEMENT PLAN

IMS Reference: FE024 - Job Hazard Analysis
 FE245 - Safe Work Method Statement
 MP002 - Hazard Identification & Risk Management

Risk Register

FEC’s Risk Register (FE170) is the primary tool used for recording the hazards and their associated risks in the workplace. It is used as a register for hazards and risks relating to an individual site or premises, but can be used for individual tasks, or items of plant, tools and equipment.

IMS Reference: FE170 - Risk Register

Safe Work Method Statements (SWMS)

A SWMS is a document that sets out the high-risk construction work activities – as defined in relevant State WHS legislation, Codes of Practice and Australian Standards - to be carried out at a workplace, the hazards arising from these activities and the measures to be put in place to control the risks. The current HRCW Activities are listed in MP002 - Hazard Identification & Risk Management, and on FE245 - Safe Work Method Statement where they are selected to show which of these activities the SWMS covers.

Where a SWMS is prepared for a specific task(s), it must be communicated to all personnel by the Site Supervisor following development (and approval) by the HSEQ Advisor and review by the relevant Project Manager. The SWMS must be read and fully understood by all involved in the task(s). The SWMS must be reviewed and signed by the entire workgroup.

The SWMS must be kept updated and shall always be available onsite for review for the duration of the planned works. Signed SWMS must be returned to the Project Manager upon completion of works onsite.

IMS Reference: FE245 - Safe Work Method Statement
 MP002 - Hazard Identification & Risk Management

Job Hazard Analysis (JHA)

Each JHA must be unique to the job or task. The key to a successful JHA is the involvement of the entire work group in identifying hazards and environmental aspects and applying the hierarchy of controls to eliminate or mitigate risk or impact. The JHA shall be prepared by the Site Supervisor in consultation with the affected workers who will be required to sign onto the document before commencing any work. The JHA will be held at the work site and modified as circumstances arise. All impacted personnel will re-sign in acknowledgement of any changes.

Dependent upon client requirements, the JHA shall be prepared daily or remain valid for a period of no longer than 7 (seven) days after which it must be reviewed by the workgroup. Completed JHAs must be returned to the Project Manager upon completion of works onsite.

IMS Reference: FE024 - Job Hazard Analysis

10.3. RISK ASSESSMENT

Risk assessment is the process used to determine the level of risk or injury, illness, damage or loss associated with each identified hazard or environmental aspect, for the purpose of selecting and implementing control measures. The priority for control increases as the established level of risk increases (Risk Acceptance – see FE018 - Workplace Risk Assessment Tool).

Once the potential hazard/aspects have been identified the following factors should be considered in evaluating the potential risk:



FE246 - HSE MANAGEMENT PLAN

- Likelihood: The *probability* of the hazard/aspect occurring (almost certain, likely, possible, unlikely, rare);
- Exposure: The *frequency* of the hazard/aspect (continuous, frequent, occasional); and
- Consequence: The *severity* of the consequences when the event occurs (critical, major, moderate, minor, low).

Unless exposure to the hazard or environmental aspect is removed, the risk associated with it can never be completely eliminated.

Significant environmental aspects shall be classified as those with a potential or actual environmental impact which is rated as high or extreme.

Further risk assessment information is provided in MP002 - Hazard Identification & Risk Management and FE018 - Workplace Risk Assessment Tool (Appendix 5).

IMS Reference FE018 - Workplace Risk Assessment Tool
 MP002 - Hazard Identification & Risk Management

10.4. CONTROL MEASURES

When the hazards and environmental aspects relevant to a particular job step are identified and documented on the JHA or SWMS, control measures need to be established to reduce the risk to As Low As Reasonably Practicable (ALARP). The hierarchy of control shall be used to establish effective control measures.

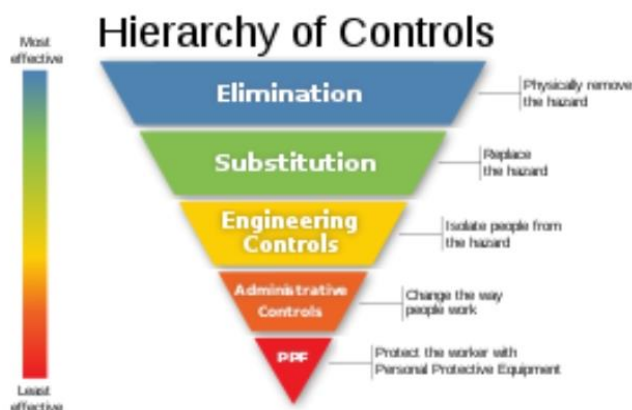
Control measures are established following consultation with all those involved in the task and are agreed upon by both the workers and organisation management. These control measures, once implemented, will determine the overall risk score of the individual hazard or environmental aspect.

Ideally, a number of control measures should be considered that reduce both the consequence and the likelihood of the harm occurring. Once suitable control measures have been established and agreed upon, they will be documented and communicated to employees by the most appropriate means, including Toolbox Meeting or Memorandum. Control measures may also be documented on the FE005 - Action Register. This ensures that responsibilities and timelines are allocated as well as review dates where applicable.

Where controls are recorded (e.g. Risk Register, SWMS, etc.) the relevant Australian or International Standard, CoP, Legislation will also be referenced, and each individual control will be prompted to indicate which level of the Hierarchy of Control is being applied to reduce the risk, i.e.:



FE246 - HSE MANAGEMENT PLAN



10.5. EVALUATION

The processes of hazard/aspect identification, hazard/risk assessment and control of hazards/aspects/risk shall be continually reviewed to determine their effectiveness. This ensures that hazards/aspects are either eliminated, or their level of risk or environmental impact is reduced and ensures that control measures remain effective and relevant.

The effectiveness of these measures is monitored by the HSEQ Advisor (and other FEC personnel/SMEs as appropriate) using:

- Internal auditing.
- Periodic reviews of the IMS by Management.
- Reviews of records of incidents, injuries and illness.
- Reviews of internal and external audit reports.
- Feedback and discussion in HSE Toolbox Meetings.
- Activities of the HSE Committee.

FEC's HIRM processes are reviewed periodically and further reviewed following any serious incident/injury and where there is a change to FEC processes or to any relevant legislation/regulation.

10.6. MANAGEMENT OF CHANGE

Where applicable and relevant, workers are consulted regarding proposed changes to the work environment, processes or practices. Once the required changes have been identified, agreed and approved, they are communicated to all those affected by the change, with training provided as required.

Form FE158 – Change Management must be completed and submitted in response to any change management event, including but not limited to:

- Modifications to machines, equipment or work conditions onsite
- Changes to processes, layouts, or infrastructure in our offices or workshops

Form FE158 is a critical component of our change management system. It ensures that all changes are properly reviewed, assessed for risk, and approved before implementation, helping to maintain safety, compliance, and operational efficiency.



FE246 - HSE MANAGEMENT PLAN

Form FE158 must be completed prior to implementing any of the following changes:

- Introduction or removal of equipment or machinery
- Alterations to equipment configuration or location
- Process changes affecting safety, productivity, or environmental impact
- Changes that may affect compliance with regulatory or company standards

It is the responsibility of the person initiating the change to ensure the form is completed accurately and submitted before any changes are made.

IMS Reference: [FE158 – Change Management Form](#)

II. CONSULTATION, COMMUNICATION & MEETINGS

Improving FEC’s HSE performance requires the co-operation of all personnel and the development of a supportive organisational culture. FEC shall always communicate with and consult their workforce on all matters relating to HSE while conducting works for FEC.

The Minutes from Prestart Meetings are maintained on Dashpivot for all sites, and the Minutes for Toolbox and HSE Committee Meetings are emailed to all personnel for review and comment.

FEC will also participate in any HSE Meetings organised by Acciona Energy as required onsite.

IMS Reference: [MP001 - Communication, Consultation & Participation](#)

II.1. DAILY PRESTART MEETINGS

Site Supervisors must conduct Daily Prestart Meetings with the workgroup at the start of each shift to identify the day’s activities, specific hazards and controls as well as any other HSE issues which may be relevant to the planned works onsite.

The prestart shall include a review of the SWMS and/or JHA to verify the appropriate control measures for the tasks of the day.

This will be made available at Acciona Energy request.

IMS Reference: [FE106 - Daily Prestart](#)

II.2. HSE TOOLBOX MEETINGS

HSE Toolbox Meetings must be conducted by the Site Supervisor if the duration of works on a project exceeds a duration of 2 weeks. HSE Toolbox Meetings are a key method of communicating health, safety and environmental issues to all personnel. The aim of these meetings is for Site Supervisors to explain and discuss HSE related subjects and problems in a clear and concise manner to ensure understanding by all participants.

IMS Reference: [FE210 - HSE Toolbox Meeting](#)

II.3. RESOLUTION OF HSE ISSUES

A HSE issue exists where there is a difference of opinion between the company or site management and one or more workers relating to HSE at the workplace. A HSE issue may include any item under the general ‘duty of care’ sections of



FE246 - HSE MANAGEMENT PLAN

the applicable legislation, a potential or actual hazard or environmental aspect or any procedural issue relating to HSE. As far as possible, HSE issues should be resolved as and when they arise.

IMS Reference: MP001 - Communication, Consultation & Participation

II.4. HEALTH & SAFETY REPRESENTATIVES

Due to the varied duration of works and small crews on FEC projects, there will not be a dedicated Health and Safety Representative (HSR) present onsite. FEC’s HSEQ Advisor will provide mediation between workers and management on all HSE related matters for the duration of the works onsite. Contact details are as follows:

When there is a request for a HSR on a project, FEC will follow the relevant State’s Legislative requirements to elect and train a HSR for the Project.

12. PERSONAL PROTECTIVE EQUIPMENT

A summary of PPE requirements is discussed below. Further and specific information can be found in FEC Management Procedures and Work Procedures.

The Personal Protective Equipment required for an individual client/project/site will be determined by the nature of the works and the hazards identified during the risk assessment process, and all PPE must comply with the relevant Australian Standards. The minimum basic PPE for work on FEC projects will be:

- Safety Footwear (Compliant with AS2210)
- Safety Glasses (Compliant with AS1337)
- Safety Helmet* (Compliant with AS1801)
- Suitable Hearing and Hand Protection (to be used when required)
- Suitable Respiratory Protection (minimum P2 dust mask) to be used when required
- High Visibility Garment
- Safety Clothing (Long sleeves/trousers) - 100% cotton
- SPF 50+ Sunscreen

*to be worn with a chin strap if climbing/working at heights

Additional or alternative PPE may be required subject to the specific work activity (for example, Work at Heights) and this shall be specified on the relevant work instruction, JHA or SWMS for the project.

Hearing Protection

Hearing protection shall be worn in accordance with the requirements of the relevant legislation, and associated regulations, in designated areas or when undertaking noisy tasks such as grinding. Controls shall be implemented to reduce the exposure of individuals to noise however where the use of personal protective equipment (hearing protection) is the only reasonable and practicable control.

Eye Protection

Minimum site PPE requirements for eye protection are for safety glasses to be always worn whilst working outside of offices, cribs and their immediate surrounds. Additional eye protection must be used for specific tasks (such as grinding, and chemical handling).

Hair

Long hair shall be contained or otherwise secured in a safety helmet/hat when working with or near rotating equipment. Beards and facial hair must be trimmed to avoid being caught in machinery, plant and equipment. Workers required to wear



FE246 - HSE MANAGEMENT PLAN

respiratory protection shall always be clean shaven.

Hand Protection

Gloves shall be always worn for all manual tasks. Where it is not possible or practicable to wear gloves for a particular manual task, it shall be documented as such on the JHA or SWMS for the task.

Full Body Harnesses & Fall Arrest Equipment

Personnel conducting work at a position of height where fall prevention measures (such as hand railing) are not reasonably practicable, are required to use full body harnesses and fall arrest equipment that complies with AS/NZS:1891. Full body harnesses and fall arrest equipment shall be inspected before each use and must carry the relevant current quarterly inspection RGBY tag. The equipment must also be documented on a register.

13. SITE HEALTH & SAFETY MANAGEMENT

A summary of requirements is included below.

Further and specific information can be found in the FEC Management Procedures and Work Procedures referenced in sections 13.1 to 13.27. These documents are available on FEC networked computers or as requested from HSEQ Advisor, Site Supervisor, State Managers, etc.

13.1. HORSEPLAY & MISBEHAVIOUR

All workers are reminded that they have a duty of care not to cause harm to themselves, others or the environment through their acts or omissions. Horseplay and misbehaviour are strictly forbidden in all workplaces controlled by FEC including work areas on customer sites.

13.2. HEAT STRESS & UV EXPOSURE

Given the ambient temperatures that can be experienced in parts of Australia, there exists the potential for heat stress. Headaches, lethargy, light-headedness, nausea and later signs of shock are indicators of the onset of heat stress. Immediate action to obtain medical assistance shall be taken in such circumstances.

Individuals who spend all or part of the day working outdoors are at risk of skin cancer and adverse health effects to their eyes.

When the UV Index is at three or above, sun protection should be used as the solar UVR is strong enough to damage the skin. When the UV Index is below three it is safe to go out in the sun without protection. However, it is recommended sun protection is used when the UV Index is below three for:

- Outdoor workers who spend extended periods of time outdoors;
- Those who work in alpine regions; and
- Those who work near highly reflective surfaces.

UV Index Categories	UV Index
Low	1-2
Moderate	3-5
High	6-7



FE246 - HSE MANAGEMENT PLAN

Very High	8–10
Extreme	11 and above

Table 2: UV Index Categories

The following measures can prevent the onset of heat stress and UVR Exposure.

- Frequent fluid replacement - drink water frequently in hot conditions (3-5 litres per day minimum);
- Schedule heavy work for cooler periods of the day where practicable.
- Allow time for acclimatisation.
- Workers exposed to the elements are required to take sensible precautions, and to cover the head and shoulders.
- Broad brim hats go a long way towards protecting the head.
- Where workers wear safety helmets add-on brims, or neck and side flaps shall be provided upon request.
- Long trousers and long sleeve shirts are to be worn; and
- Although not a substitute for proper clothing, sun block (factor 50+) is recommended for skin exposed to the sun for moderate to lengthy periods. Bulk supplies of factor 50+ sun block shall be available for use to all workers on site.

Note Persons with sensitive skin may benefit from the use of barrier cream on their hands to prevent irritation. Outdoor workers should also consider protection from the sun or windburn to the lips. All workers shall have a 5-litre water esky with additional water and ice available should it be required.

IMS Reference: [MP012 - Fitness for Work](#)

I3.3. FATIGUE

Controlling fatigue in the workplace requires cooperation between FEC and all personnel. Prevention is the best form of control but is not always possible due to the number of factors that can cause fatigue. Not all these factors are work related. Using Working Hours CoP 2006 (WA), FEC workers and subcontractors shall adopt the following strategies to manage the risk of fatigue:

- Modification of work practices and methodologies to ensure task related fatigue is reduced and/or eliminated.
- By making sure there are adequate rest periods, so their workers do not experience fatigue.
- By ensuring sufficient time off is provided between shifts.
- Workers will have a minimum of one day off in every working week.
- By ensuring their workers are aware of factors in their personal life that can affect their level of fatigue.
- By encouraging their workers to hold up their hand and let Site Supervisors know if they are feeling tired or unwell
- Having fatigue management as a topic for Daily Prestart Meetings or Toolbox Meetings.

The Site Supervisor is responsible for monitoring personnel under their control for signs of fatigue. Workers shall also inform the Site Supervisor if they are fatigued.

IMS Reference: [MP012 - Fitness for Work](#)

I3.4. VEHICLES, PLANT & MOBILE EQUIPMENT

FEC is responsible for ensuring that any vehicles, plant and/or mobile equipment brought to site are fit for task and purpose and are operated/maintained in line with the Original Equipment Manufacturers (OEM) instructions (including the fitment and usage of guarding) and any applicable legal and other requirements – specific instruction and relevant training will be developed and provided where required to ensure operational risks are managed. A daily prestart inspection **must** be carried



FE246 - HSE MANAGEMENT PLAN

out on all vehicles and mobile plant by the operators. Any faults must be recorded and rectified without unreasonable delay and all spills and leaks must be contained, cleaned up and reported immediately.

If any piece of plant or equipment is deemed unsafe or unfit for use it shall be tagged out of service and the problem reported to the FEC Site Supervisor. Records of all vehicles' prestart shall be maintained onsite.

Personnel will not operate or attempt to operate a vehicle or piece of equipment that has been formally isolated (LOTO), and will strictly follow FEC's or the client's processes, including participating in relevant training provided by FEC or the client.

Operators of vehicles and/or mobile equipment must be correctly licensed and/or certified to do so. Vehicles and mobile equipment must always be operated to conditions. All applicable signage and speed limits must be always obeyed. Where mobile plant is used on site, it must be set up on firm level ground as much as practicable.

All light vehicles must carry a first aid kit and fire extinguisher. All vehicles that drive on dirt roads must have high range 4WD engaged, flashing light, with headlights turned on and drive to the conditions of the road. Where possible night-time driving should be avoided. All plant must be registered where required under Regulations.

If any piece of plant or equipment is deemed unsafe or unfit for use it shall be tagged out of service and the problem reported to the FEC Site Supervisor. Records of all vehicles' prestart inspections shall be maintained onsite (on Dashpivot) and shall be made available to Acciona Energy on request.

Abuse of company vehicles and mobile equipment shall result in disciplinary action.

13.5. PORTABLE ELECTRICAL EQUIPMENT & GENERATORS

All portable electrical equipment and generators must be inspected and tested by a competent person and carry a current quarterly inspection tag prior to bringing the equipment on site. Users shall inspect the equipment before each use - damaged or faulty equipment must not be used and must be tagged out of service. Repairs of electrical equipment must only be conducted by a competent person. The Site Supervisor is responsible for ensuring that all portable electrical equipment is recorded on a register.

Generators must have an RCD and emergency stop button which are fully functional. Users shall test these functions daily before use. Any fluid leaks or spills from portable generators must be contained, cleaned up and reported immediately.

13.6. SITE REGISTERS

Registers shall be maintained onsite for the following:

- Plant and Equipment
- Electrical Equipment
- Fall Arrest Equipment
- Full Body Harnesses
- Hazardous Chemicals
- Lifting Equipment

The registers shall be maintained by the Site Supervisor and shall be updated immediately if there is any change. The registers (and applicable maintenance and inspection records) must always be available onsite for inspection throughout the duration of the works.

13.7. LOADING/UNLOADING OF PLANT & EQUIPMENT

Where possible, loading and unloading of plant and equipment must be conducted on level ground. When plant and equipment is unloaded it must be stored in such manner that it does not move uncontrollably or block any designated



FE246 - HSE MANAGEMENT PLAN

access/egress routes. Loading and unloading operations must be continually monitored by the Site Supervisor.

Extreme care must be taken if there are overhead services in the area such as powerlines, trees, structures, etc.

IMS References: [WP035 - Loading & Unloading Vehicles](#)

13.8. EXCAVATIONS

Important A service plan or BYDA check must be obtained before commencing any excavation work onsite. BYDA plans must remain onsite for the duration of any excavation work.

All excavated material will be kept clear of and will be prevented from falling into the excavations. Excavations will be covered to prevent fauna and water ingress. All excavated sand will be stockpiled and transported to an appropriate facility for disposal.

All open excavations and other areas of earthworks offering a hazard to employees shall as a minimum be fenced with star iron pickets and meshed fencing wire. Deep excavations shall be secured with temporary fencing or similar means to prevent unauthorised access.

Dry arisings will be temporarily stockpiled before removal from site for disposal. Consideration will be given to the location of the stockpile such that it does not pose a hazard to the continuing works or present a pollution hazard to any nearby water courses.

Excavations must only be carried by competent persons. Where excavation is to be equal to or greater than 1.5m site supervisor to have completed Install Trench Support and Excavation/Trench Safety Awareness. No unauthorised persons or vehicles are permitted to access these areas for any reason. A spotter must be present at all times where excavation works are carried out.

IMS Reference: [MP007 - Operational Control](#)

13.9. CONFINED SPACE ENTRY

FEC personnel or subcontractors shall not enter a designated confined space for any reason without meeting all FEC/site/client CSE requirements, including:

- Successfully completed the required training – RTO, site, client.
- Acquiring the required FEC, site, client permit(s) to work.
- Completion of a JHA.

13.10. UNDERGROUND SERVICES

When excavations are going to be carried out in the vicinity of existing buried services, those services must be physically located and identified before commencing any works. In the first instance a review of as built service drawings should be undertaken – these should be obtained via the BYDA service. The location and depth of underground services as shown in the drawings provided should never be assumed to be correct. Do not rely solely on there being warning tape or sand/cracker dust above buried services. Further steps may include (but are not limited to):



FE246 - HSE MANAGEMENT PLAN

- Discussion with property owner
- Examination of ground surface finishes for evidence of trench reinstatement or subsidence
- Observation of nearby service marker posts
- Opening manhole covers and access chamber lids to identify depth and direction of services
- Use of a Cable Avoidance Tool (CAT) to scan the area
- Ground penetrating radar
- Potholing and/or slit trenching (note that crow bars or picks must not be used)

Any damage to underground services must be reported immediately to FEC and the relevant asset owner.

For more information, contact Before You Dig Australia at www.byda.com.au

13.II. DEWATERING

Dewatering will be required whenever the groundwater level is higher than the formation level (base of the excavation).

Pre-emptive dewatering will not be routinely undertaken however where necessary ground water will be pumped from the formwork/caisson into a suitable holding tank (or directly into a vacuum truck) immediately prior to the pouring of concrete.

13.I2. CRANES & LIFTING OPERATIONS

Prior to mobilisation, FEC’s Project Manager shall confirm site conditions and client requirements with regards to lifting operations, including

- Routine Lift Plan check for FE163 or
- Full Lifting Plan – to be completed and approved by the client prior to commencement, as required
- Site Conditions – ground conditions (e.g. geotechnical assessment required?), site access, the presence of underground and overhead services
- Permits and Training – the need for Site Access Permits, client-/site-inductions, etc

Cranes must be fit for task and purpose at all times and carry a current Crane Safe inspection sticker and current registration certificate. The use of cranes on site must comply with AS 2550.1-2011 at all times and be operated exclusively by FEC-/client-approved subcontractors who are in possession of the relevant HRWL.

Cranes must always be set up on firm level ground prior to lifting, care must be taken when working in the vicinity of overhead powerlines and services.

The Site Supervisor must monitor all lifting operations, and it is their responsibility to ensure that a suitable drop zone is in place and enforced around all lifting operations. Workers shall not place themselves in the line of fire of a suspended load for any reason.

Chains and slings must only be placed by a licenced dogman in possession of the relevant High Risk Work Licence. The crane operator must always have positive and uninterrupted 2-way radio communications with the dogman.

Crane maintenance must only be carried out by suitably qualified persons and in line with OEM instructions and any applicable regulatory requirements.

Use of Taglines

Taglines must be always used to prevent swinging or uncontrolled movements of suspended loads, and all taglines must be



FE246 - HSE MANAGEMENT PLAN

constructed of non-conductive material. Where a short tagline (e.g. 5-10m in length) is attached to a mast or tower section being lifted into place for final placement by the riggers, the tail of the tagline **MUST** be coiled into the rigger’s dropbag prior to releasing the tagline from the section, and only after the section has been secured in place.

IMS Reference: WPO27 - Vehicles & Mobile Equipment
 WPO53 - Franna Crane
 WPO59 - Vehicle Loading Crane
 WPO73 - Mobile Crane
 FE163 – Routine Lift Plan Check

B.I3. RIGGING & DOGGING

Where rigging and dogging is carried out on site, it must only be carried out by individuals who possess the appropriate class of HRWL (i.e. DG, RB, RI, RA). Work involving the rigging of structures must be carried out by licensed and experienced personnel only. High-risk work must be always supervised by the Site Supervisor.

B.I4. WORKING AT HEIGHTS & EWP USE

Working at height is High Risk Construction Work and as such the hazards, risks and control measures associated with the planned activity will be documented in a Safe Work Method Statement (SWMS) that must be discussed and implemented in the field by the Site Supervisor and work team prior to work commencing.

Fall prevention by either redesigning a task to be done at ground level, or by providing group protection in the form of handrails is always preferable to fall protection. Fall arrest systems should only be considered in situations where working at height is unavoidable and it is not reasonably practical to implement a means of preventing falls, such as through the use of handrails (group protection), or restraint systems (personal protection).

Working at Height and EWP use will only be undertaken by workers who have completed relevant working from heights training and (where appropriate) possess the relevant High Risk Work Licence. Qualifications will be sighted and verified and FEC will maintain such training records in hard and soft copy.

Where work locations involve a risk of falling from height and the control measures comprise fall arrest equipment (rather than fall prevention):

- a) The prestart meeting planning shall also include the emergency rescue plan including responsibilities
- b) All personnel are required to wear full body harnesses and use fall arrest equipment that complies with AS/NZS 1891 (set) Industrial Fall-Arrest Systems and Devices series of standards.
- c) Full body harnesses and fall arrest equipment shall be inspected before each use and must also carry the relevant current quarterly inspection tag.
- d) The equipment must be documented on a register
- e) A standby person (or persons) must be identified who has the training, competence and capability to undertake a rescue – All FEC Riggers are required to have current tower rescue qualifications (JETDRRF006 Perform Tower Rescue or equivalent).

When working from an elevated work platform, all individuals must be attached to the fixed anchor point(s) inside the basket. When climbing a structure, workers must use the vertical members of the structure as an anchor point as a suitable fixed anchor point may not always be available.

Where workers are required to climb a structure that has been fitted with a fixed ladder and lad-safe cable the ladder and lad-safe must first be inspected by an advanced rigger (HRWL-RA) with 3M Lad-Safe Accreditation, then an approved safety climb



FE246 - HSE MANAGEMENT PLAN

runner to suit the safety cable wire size shall be used and attached to the front anchor point on the climbers' full body harness.

As FEC structures are not designed or manufactured with specific anchor points, and where a lad-safe cable is not present, then the twin tail lanyard shall be used, the lanyard shall be hooked to the vertical members of the ladder at all times. Individuals working at height must never position themselves higher than their highest attachment point on a structure at any time.

WHEN WORKING WITH FALL ARREST EQUIPMENT, PERSONNEL ARE REQUIRED TO MAINTAIN 100% ATTACHMENT AT ALL TIMES.

IMS Reference: [WP056 - Working at Heights](#)

3.15. FALLING/DROPPED OBJECT PREVENTION

Before commencing any aerial works, a dropped object exclusion zone (DOEZ) must be established and enforced by the Site Supervisor. No vehicles or personnel will be permitted in the work area while aerial works are in progress, and no other works are permitted in the DOEZ while work is being carried out at height.

Tool bags and tool lanyards with a visible load rating must be used at all times when working at height. Tools must be tied off at ground level where possible.

3.16. LOW VOLTAGE ELECTRICAL WORK

All work involving low voltage electrical equipment is conducted by an FEC-/client-approved subcontracted licenced electrician, to ensure that the following guidelines are met:

- All electrical work shall be completed in accordance with AS/NZ 3000 Electrical installations and AS/NZ 4836 Safe working on low-voltage electrical installations
- All electrical work performed on an electrical installation or electrical plant shall be carried out by a competent person and, where required by legislation, this person must hold a current electrical work licence
- Licensed electricians shall only perform activities permitted by the class of licence they hold. Electrical engineers are permitted to perform electrical work where the work is part of their practice as an electrical engineer, including electrical work of a commissioning or fault-finding nature
- All electrical equipment and wiring for use in hazardous areas shall meet all applicable requirements of AS/NZ 60079 Explosive atmospheres

It is essential that all electrical work is completed in a safe manner and that electrical equipment is tested and inspected to ensure that it is electrically safe prior to energisation. All equipment used to perform electrical tests shall be appropriately rated, approved and tested in accordance with the manufacturer's instructions and relevant standards.

On each occasion before a test instrument is used, the electrical worker shall examine the instrument to ensure it is in both in-test and in-service condition and is intrinsically safe for the operational environment. If any item of equipment is not fit for its intended use, or is not in in-test condition, it shall not be used and shall be withdrawn from service until repaired and/or tested.

Prior to mobilisation, FEC's Project Manager shall confirm with the client the requirement for electrical work based on the SoW and presence of known electrical hazards, ensuring that known hazards are appropriately isolated, LOTO, demarcated, etc. as appropriate.



FE246 - HSE MANAGEMENT PLAN

B.17. MANUAL HANDLING

The need for manual handling can be reduced or eliminated when you:

- Avoid lifting where possible
- Stop and think before attempting to move an object
- Use a mechanical aid such as a trolley
- Ask for assistance.

When lifting, lowering, or when carrying, pushing and pulling; only attempt to move what you can comfortably manage. Before lifting, stop and think of this simple 4-step rule (**T.I.L.E.**).

1. **Task** – Is there a way to avoid manually handling the load in the first place?
2. **Individual** – Can I lift this load myself? Or will I need help from someone else?
3. **Load** – What am I lifting? Is the load even? Are there any sharp edges? Does the load contain hazardous substances?
4. **Equipment** – Is there a suitable mechanical aid to lift the load? Am I wearing the correct PPE?

There are no defined minimum or maximum weights that may be applied to every individual as we are all physically capable of lifting and carrying different weights.

The most suitable control measures to avoid manual handling injuries are risk assessment; and abiding by the eight principles of manual handling outlined below:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Assess the area and the load 2. Broad stable base 3. Bend your knees 4. Back straight | <ol style="list-style-type: none"> 5. Firm grip 6. Load close to body 7. Elbows tucked into body 8. Feet pointing in direction of movement. |
|---|---|

Note Personal protective equipment and clothing e.g. back braces are not suitable as a means of control when performing manual handling tasks. They must only be worn when other controls are also in place to prevent injury to workers while carrying out manual handling duties.

B.18. SITE AMENITIES

Where onsite amenities are available, their location shall be communicated to the workforce by the Site Supervisor upon arrival at the site. If onsite amenities are not available, local amenities shall be identified and their location communicated to all personnel by the Site Supervisor.

B.19. WORKING ALONE

The Site Supervisor must ensure that all lone workers are always contactable. The Site Supervisor must ensure that any person working on any task by him or herself has either visual, radio or phone communications capability always. If continuous visual contact is not maintained, a regular communication check must be put in place.

The Site Supervisor must ensure that all tasks are performed by trained and competent persons and under a safe system of work, which includes adequate supervision.

B.20. EQUIPMENT INSPECTION & TAGGING



FE246 - HSE MANAGEMENT PLAN

The following equipment shall be inspected and RGBY tagged by a competent person on a quarterly basis prior to use on-site:

- Lifting equipment (e.g. chains, shackles, slings)
- Full body harnesses
- Portable electrical equipment
- Fall arrest equipment

Once the equipment has been inspected and tagged, it shall be documented on a register, the purpose of the register is to provide details of when, where and by whom the equipment was inspected. Equipment shall be tagged as follows:

Quarter	Tag Colour
December – February	Red
March – May	Green
June – August	Blue
September – November	Yellow

Table 3: RGBY Tagging Schedule

Inspections and RGBY tagging shall be completed by suitably qualified personnel - Any faulty or damaged equipment shall immediately be tagged out of service and quarantined to prevent unintended use by anyone.

FEC's HSEQ Advisor will monitor compliance to all inspection, testing and tagging requirements, and will notify the appropriate personnel (e.g. Site Supervisors) when these requirements are due, who will then arrange for the completion of the inspections, etc.

IMS Reference: [MP026 - Asset Management](#)

13.21. BANNED TOOLS

FEC personnel are required to comply with any banned tool restrictions as provided by FEC, client or site owner which may apply on a particular site.

13.22. MANAGEMENT OF NOISE

Localised exposure to noise can be expected during the site works. To reduce the nuisance effect on neighbours such works will not be typically undertaken before 0700hrs or after 1900hrs on weekdays, and only on weekends and public holidays with the appropriate permissions.

Where specific tasks present a risk of damage to hearing the mitigations/control measures shall be documented in the JHA and/or SWMS.

Hearing protection shall be available for all site personnel for use where necessary to mitigate noise hazard.

13.23. RF/EME

A calibrated RF/EME detector must be in place and used whenever work is to be carried out near sources of RF/EME. The Site Supervisor is responsible for ensuring that all sources of RF/EME are available to all workers, including strength, 'Red Zones' (designated exclusion zones), 'Yellow Zones' (only accessible to trained and authorised personnel); etc. This information is obtained from:



FE246 - HSE MANAGEMENT PLAN

- FEC (from the client) and provided in the Installation Pack for the project; or
- The client-managed Radiation Folder - Kept in the client's onsite service-hut and provides site-specific information; or
- Using the MobileSiteSafety app – Developed and managed by AMTA (Australian Mobile Telecommunications Association).

The Project Manager is to confirm with the client that any required outages have been implemented and communicated to all workers *before* commencing any work (e.g. via the Daily Prestart Meeting).

All FEC workers who work on or in the vicinity of equipment which has the potential to emit non-ionising radiation shall complete the Radhaz RF/EME Awareness Course, and shall receive adequate training for the use of RF Monitors in the workplace.

IMS Reference: [MP002 - Hazard Identification & Risk Management](#)
[WP062 - Non-Ionising Radiation](#)

13.24. HOT WORK

Hot work includes activities such as grinding and other related heat or spark producing operations. Undertaking hot work in an area where flammable liquids, vapours or gases, combustible liquids, materials, dust or fibres, or other flammable or explosive substances are present creates a significant risk of fire or explosion.

Hazards associated with hot work includes:

- Fire caused by heat, sparks, molten metal or direct contact with the flame.
- Fire/explosion caused by a gas leak, backfire or flashback, or when cutting up, repairing or working in the vicinity of drums, tanks, pipes, vessels, which contain or may have contained flammable materials.
- Fire/burns from the misuse of oxygen.
- Burns from contact with the flame, explosions or hot metal.
- Crush or impact injuries resulting from explosion or when handling cylinders.

Controls to be in place by FEC (and subcontractor) personnel, include:

- All vehicles to have 2x 9kg Water fire extinguishers, or 1x 9kg Water fire extinguisher and 1x 9kg Dry Powder fire extinguisher, always.
- 1000L self-contained fire-fighting trailer on hand during bushfire season.
- Use of a fire spotter with a fire extinguisher at hand.
- The Fire spotter is required to monitor the area for a further 30 minutes after work has been completed
- Clearing flammable material in a radius of approximately 5m from the workplace.
- Completion of client hot work permits as required.
- If completing hot works in confined spaces or enclosed areas an atmospheric test must be completed
- FEC and subcontractor Site Supervisors and HSEQ Advisor to monitor State Fire Danger Ratings and status of fire bans and warnings.
- During Bushfire Season the HSEQ Adviser will monitor and issue two emails per day advising of latest status or will immediately contact Site Supervisors if conditions or restrictions change.

14. JOURNEY MANAGEMENT & REMOTE WORK



FE246 - HSE MANAGEMENT PLAN

FEC will ensure that suitable journey management procedures are in place when completing works. Any signs of driver fatigue must be reported immediately to Management/Supervision. Drivers must under no circumstances continue driving when they are fatigued. The common signs of driver fatigue include but are not limited to:

- Constant yawning
- Heavy eyes
- Blurry vision
- Difficulty in concentrating, daydreaming
- Impatient
- Hungry or thirsty
- Sweaty hands
- Slow reactions
- Inconsistent driving speed
- Swerving on road
- Poor gear changes

IMS Reference: [WP027 - Vehicles & Mobile Equipment](#)

14.1. JOURNEY HIERARCHY

The need to complete journeys should be reviewed prior to departure. In doing this the following shall be taken into consideration:

1. Is the journey necessary?
2. Is it feasible to utilise an affordable alternative form of transportation?
3. Is it sensible to coordinate journeys and complete one or more tasks during a single trip?
4. Can the journey and the driving be shared with a colleague?

14.2. REMOTE WORK

Remote Driving

- Journey route to be confirmed and agreed with Supervisor before departure
- Check weather conditions and avoid all unnecessary travel if extreme weather conditions are imminent
- Communication methods and contacts to be agreed prior to departure
- Check in with Supervisor prior to departure
- Confirm arrival at destination with Supervisor
- Carefully plan refuelling stops before departure

Remote Work

Pre-mobilisation, Project Managers, Site Supervisors and HSEQ Advisor are to ensure:

- The site Installation File includes contact details for the nearest medical facilities, Police Station, Fire Station and SES
- Appropriate communications have been provided – mobile phone booster, satellite phone, etc
- The allocated vehicle's GPS tracker is functional
- Arrangements have been made with the client regarding access to client/site Emergency Response Teams, emergency communications, etc. as appropriate
- Scheduled contact times have been discussed

14.3. SHORT JOURNEYS OF LESS THAN 100KM/TWO HOURS

Local journeys are frequently required because of the need to travel to and from work sites or for collection of materials and equipment associated with the activity. Control measures to include (but not limited to):



FE246 - HSE MANAGEMENT PLAN

Prior to Departure:

- Complete the daily prestart inspection
- Adjust seat position, head rest and mirrors to suit the driver
- Ensure adequate fuel supplies available to complete the journey
- Comply with FEC Fitness for Work Procedures
- Avoid heavy meals before driving
- Hydrate

During the Journey:

- Minimise fauna interactions by driving in daylight hours
- Take rest breaks if required
- Rest breaks shall not be taken underneath trailers or vehicles
- Ensure adequate ventilation in cabin
- If more than one vehicle, travel in convoy and maintain regular communication
- 2 Way Radio on channel 40 at all times
- Drivers must carry 5 litres of drinking water for all journeys
- Refrain from eating and drinking when driving
- Monitor vehicle condition throughout the journey and report any vital faults immediately
- Check in with Supervisor upon arrival at destination

14.4. JOURNEYS IN EXCESS OF 100KM/TWO HOURS

Journeys more than 100km will typically be required when travelling to and from sites outside the relevant metro area. Drivers travelling distances more than 100km must plan each journey and consider:

- The intended route
- The suitability of the vehicle
- Communication and navigation requirements
- Forecasted weather conditions
- Refueling stops
- Scheduled rest breaks
- Check in contacts
- Emergency supplies (food and water)
- Location of overnight accommodation (where applicable)

The journey plan must be completed and documented and authorised by a Supervisor or other responsible person with whom the driver will liaise with on departure, during rest breaks and on arrival..

Prior to Departure:

- Submit Journey Management Plan (FE291) (where required)
- Agree communication (check-in) contacts and methods
- Complete the daily prestart inspection
- Adjust seat position, head rest and mirrors to suit the driver
- Ensure adequate fuel supplies available to complete the journey
- Carry additional fuel if required
- Identify and plan fuel stops



FE246 - HSE MANAGEMENT PLAN

- Carry additional supplies of food and drinking water
- Identify and book accommodation
- Comply with FEC Fitness for Work Procedures
- Avoid heavy meals before driving
- Prehydrate

During the Journey:

- Minimise fauna interactions by driving in daylight hours
- Take short rest breaks every 2 to 3 hours
- Rotate drivers after rest breaks
- Do not drive for more than 10 hours a day
- Communicate with Supervisor/responsible person at each rest stop
- Conduct regular checks on load lashings at each stop
- Conduct walk-around inspection of all vehicles at each stop
- Rest breaks shall not be taken underneath trailers or vehicles
- Eat well balanced meals at rest stops
- Ensure adequate ventilation in cabin
- If more than one vehicle, travel in convoy and maintain regular communication
- 2 Way Radio on channel 40 at all times
- Carry a minimum 5 litres of drinking water per person
- Maintain adequate hydration throughout the journey
- Refrain from eating and drinking when driving
- Be aware for signs of driver fatigue
- Plan an adequate rest break upon arrival at site and before commencing work
- Check in with Supervisor or responsible person upon arrival at final destination

The Site Supervisor shall also use any site-specific checking-in arrangements for long journeys as and when required.

15. SITE ENVIRONMENTAL MANAGEMENT

15.1. HAZARDOUS CHEMICALS

When purchasing hazardous chemicals for use onsite consideration must be given to 'safer' alternatives and those that present less of a hazard to the environment (i.e. consider composition, toxicity, etc). To achieve this, a risk assessment is to be undertaken, which can include consultation with relevant parties including end-users. Personnel who may be required to work with hazardous chemicals shall be advised of the potential hazards and subsequent precautions prior to any contact, by the most suitable means e.g. face-to-face, email, Toolbox Meeting, HSE Committee Meeting, etc.

Current Safety Data Sheets (SDS) shall be requested from the supplier at the time of purchase and must be present in the workplace - in hardcopy or on Dashpivot - where any hazardous chemical is used. The SDS shall be available to and communicated to all individuals involved with the use of a particular hazardous substance. Specific PPE requirements are outlined on the SDS and must be always adhered to.

A Hazardous Chemical Register of all chemical substances in use onsite including quantities must be maintained by the Site Supervisor for the duration of the project. The onsite Register can be extracted from FE205 - Hazardous Chemical Register



FE246 - HSE MANAGEMENT PLAN

as appropriate.

All personnel are responsible for ensuring that all hazardous chemicals required for their tasks are used in accordance with the manufacturer’s instructions at all times. The use of hazardous substances and hydrocarbons for a particular task must be captured on the JHA or SWMS for that task.

Transport & Storage

Hazardous chemicals must always be transported and stored (in a protected, designated bunded area as appropriate) as required by the individual SDS. Chemicals must be stored in correctly labelled appropriate containers and must not be decanted into drink bottles or food containers under any circumstances. Containers and storage areas of hazardous chemicals are to be adequately protected against damage from impact resulting from activities in or at the site.

Spill Management

All spills/leaks must be reported and managed such that there are minimal impacts on the environment. All spills and leaks of hazardous chemicals and hydrocarbons must be reported immediately to FEC and to the client. There must always be a Hazardous Substance Spill Kit onsite for the duration of the works.

The response to spills is determined by the location, volume and toxicity and follows the general guidelines below:

- Identify the nature of the spill and determine whether Emergency Services are required
- Notify other workers in the vicinity and evacuate if necessary
- If possible, control the source of the leak to arrest expansion
- Takes steps to prevent the spread of the spilled material
- Deploy absorbent material to soak up spill
- Neutralise any acids and bases as necessary
- Collect and contain the clean-up residues
- Dispose of wastes
- Decontaminate the area and affected equipment

Where quantities of hazardous chemicals are expected to be present at a Project site FEC will have more than one spill kits onsite for the duration of the works. Spill kits inventories shall be relevant to the types of material use at the location and be reflective of the potential spill volume and may typically include:

- Spill control pillows - commercially available and can be used to absorb solvents
- Inert absorbent material such as vermiculite, clay, sand, kitty litter and oil dry
- Neutralising agents for acid spills such as sodium carbonate and sodium bicarbonate
- Neutralising agents for alkali spills such as sodium bisulphate or citric acid
- Refuse bags
- Shovels

Dangerous Goods

Generally, FEC do not use, transport or store dangerous goods. When this is required by a Scope of Work, FEC will develop and implement appropriate processes.

IMS Reference: [MP008 - Hazardous Substances](#)

15.2. BIOSECURITY and ESAs

When FEC vehicles and equipment move from site to site, they have the potential to move seeds, plant, soil, and animal material. As a result, weeds and plant diseases can be moved between, or introduced to, agricultural properties.



FE246 - HSE MANAGEMENT PLAN

FEC will ensure the risks associated with moving weeds or plant diseases are mitigated effectively. All FEC vehicles and equipment will be thoroughly cleaned prior to mobilisation to site and will be thoroughly cleaned upon return to the depot after completion of the planned works on the project site.

To combat the spread of noxious weeds, workers are obliged to adhere to the following:

- Practice good weed hygiene – check the vehicles and equipment are weed free prior to transport
- Have an awareness of common local weeds, or weeds of major significance in your area
- Report any infestations immediately
- Do not undertake unnecessary site disturbance, in particular soil disturbance, as this increases the potential for weeds to establish

Workers are not permitted to drive off road onto areas containing native flora or noxious weeds. If noxious weeds or diseased plants are discovered onsite, the Site Supervisor must immediately notify the FEC Project Manager. No affected material may be taken off the work area and affected material must be suitably segregated from other vegetation on the work area. It may also be necessary to clean down vehicles and equipment prior to leaving site to prevent the spread of weeds or other diseases from the affected area.

IMS Reference: [WP082 - Flora & Weed Management](#)

15.3. FLORA MANAGEMENT

Areas of vegetation outside of the designated working area shall not be driven over or otherwise disturbed for any reason. It is an offence to disturb native vegetation and to pick seeds or take plants without a licence, and offenders may be subject to significant fines. The following measures are followed to minimise impacts to vegetation:

- Only use approved roads/tracks/working areas at all times.
- Management of access tracks, storage areas and working areas etc. to minimise vegetation disturbance.
- Areas of vegetation outside of the designated working area shall not be driven over or otherwise disturbed.
- Avoid manoeuvring heavy vehicles under the tree canopy or adjacent to mature trees, i.e. trees with a trunk diameter greater than 20cm. This will prevent damage to tree trunks and will minimise the effects of compaction and vibration on tree roots.
- No fuel, oil or chemicals should be stored within the drip line of trees and any servicing or refuelling of equipment and vehicles should be conducted outside the drip line.
- Fires shall not be lit.
- Do not enter areas under rehabilitation.
- Do not introduce exotic flora/fauna (including pets); and
- No vegetation shall be cleared or disturbed without written approval from the relevant customer representative.

IMS Reference: [WP082 - Flora & Weed Management](#)

15.4. FAUNA MANAGEMENT

Potential impacts of the construction activities on native fauna may include:

- Vehicle interactions.
- Direct disturbance of fauna habitat.
- Indirect disturbance and modification of fauna habitat, such as changes to surface hydrology, introduction of weeds, soil erosion, groundwater abstraction, noise and vibration.

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 38 OF 56
---------------------------	---------------------------	---------------



FE246 - HSE MANAGEMENT PLAN

- Indirect disturbance of fauna due to increase predation by feral animals.
- Direct mortality of individual fauna; and
- Restriction of fauna habitat and population subdivision.

The following steps shall be taken to mitigate any possible impacts on fauna:

- Excavations will be covered to prevent fauna ingress.
- Where excavations cannot be covered, suitable access/egress for fauna will be provided.
- No working or driving onsite at night-time.
- Regular inspection of the work area and reporting of fauna sightings.
- Maintenance of proper housekeeping to ensure food scraps are not fed to native animals; and
- Reporting any sick, injured, stranded or dead fauna immediately to FEC and the customer where required.
- Workers must not intentionally injure or kill any native fauna for any reason.
- Domestic pets are not permitted at any project site at any time.

IMS Reference: WP083 - Fauna Management

15.5. CLEARING

All areas to be cleared must be surveyed and clearly delineated to ensure clearing occurs within approved areas. Approval for all clearing and ground disturbance works must be obtained from the client or landowner prior to work commencement.

Where clearing permits are required, they shall be obtained prior to commencing clearing works and shall be communicated to the relevant workers.

Areas of cultural heritage value shall also be identified and protected prior to commencement of clearing works and shall be communicated to all workers engaged in clearing works.

- Clearing areas should be minimised as much as is reasonably practicable.
- Clearing should be carried out incrementally to minimise concentrated impacts on flora and fauna.
- Clearing should be carried out as close to construction activities as is practicable.
- Clearing boundaries must not be breached for any reason.
- Clearing will be kept to the minimum necessary to allow for safe construction works, particularly in the vicinity of significant fauna habitats.
- Dust suppression methods may also be needed to minimise or eliminate the potential impacts of dust on flora and fauna; and
- Clearing activities in the vicinity of areas of cultural heritage value must be carried out in such manner that vibration does not damage these areas.

IMS Reference: WP080 - Clearing & Land Management

15.6. DUST MANAGEMENT

It may be necessary to implement dust control/mitigation procedures during construction to reduce dust deposition impacts on vegetation. Dust suppression methods may also be necessary to minimise or eliminate the spread of noxious weeds via airborne dust particles. The Site Supervisor must ensure that onsite works do not generate excess levels of airborne dust.

Dust suppression may include the use of water (via hose or water truck).



FE246 - HSE MANAGEMENT PLAN

15.7. SOIL EROSION

The Site Supervisor must ensure that onsite works do not cause or contribute to soil erosion onsite. The following steps shall be taken:

- Designated access/egress routes shall be always used.
- Keep the area of disturbance as small as possible.
- Reinstate all excavations immediately following completion of works.
- Only use established tracks for site access.
- If there is no established vehicular track, use a four-wheel drive for site access and avoid areas where vehicle may be susceptible to bogging.
- Do not disturb existing vegetation.
- Minimise vehicle movements to avoid soil compaction.
- Drive slowly and consistently and avoid excessive wheel rotations.
- Avoid visibly eroded areas, particularly embankments.
- Do not light or cause fires to be lit.

IMS Reference: [WP085 - Soil Erosion](#)

15.8. REHABILITATION OF DISTURBED AREAS

Rehabilitation of disturbed areas will only be carried out if required by the customer. Inert waste will be disposed of in an approved landfill or collected for recycling. Waste must be removed from the construction area and segregated accordingly.

Any contaminated soil must only be disposed of at an approved licenced facility and must not be disposed of in landfill.

Rehabilitation should be undertaken incrementally as soon as areas become available as this will minimise the need for large amounts of concentrated construction activities at the end of the planned works which can have an adverse environmental impact on flora and fauna.

IMS Reference: [WP085 - Soil Erosion](#)

16. CULTURAL HERITAGE SITES

Where possible all areas of cultural heritage value should be identified prior to commencement of any clearing or construction activities.

The customer is responsible for communicating to FEC the location of any known areas of cultural heritage value which may be affected by clearing or construction works. When areas of cultural heritage value have been identified they shall be clearly defined and protected by means of barricading or flagging and signage.

No workers may be permitted to trespass on these areas. Vehicles must also be prevented from accessing these areas. Where artefacts or finds of potential significance are discovered throughout the course of clearing or construction works, they must not be touched and must be reported to the Project Manager immediately. Artefacts or other objects of cultural heritage value must be reported immediately and must not be removed from the area for any reason. All personnel are responsible for complying with site-specific cultural heritage requirements where required by FEC.

IMS Reference: [WP081 - Cultural Heritage](#)

17. HOUSEKEEPING

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 40 OF 56
---------------------------	---------------------------	---------------



FE246 - HSE MANAGEMENT PLAN

All personnel are required to always maintain a high standard of housekeeping in their respective work areas for the duration of the works. Regular inspections of the work area(s) will ensure these standards are achieved. Non-compliances must be rectified promptly.

18. MANAGEMENT OF WASTE

All waste generated as result of the works onsite will be segregated and disposed of continuously for the duration of the works including disposal at registered landfill / waste management sites.

General waste and food waste will be removed daily and disposed of. Any waste such as packaging etc. which may be blown away by wind will be removed from site and disposed of daily by the work group. Workers are not permitted to feed food waste to native fauna as it can introduce increasing numbers of pest species to the area and can have long term negative impacts on the natural feeding habits of native fauna in the area.

Ground water and slurry pumped from formwork/caissons prior to the pouring of concrete will be removed from site using a suitable slurry truck and taken for treatment and disposal at an appropriately licenced facility. Where possible and with the permission of the landowner, all dry clean spoil arising from the excavation will be spread and levelled locally. Where this is not possible it will be removed from site and disposed of at a suitably licenced facility. Contaminated waste/spoil will be disposed of by a subcontractor who is registered to do so.

Before demobilisation, the FEC Site Supervisor will conduct a final inspection of the work area to ensure any waste generated because of the onsite works has been correctly managed and where necessary has been removed from site and disposed of accordingly.

Housekeeping standards will be maintained at a high standard throughout the duration of the works. Workplace Inspections will ensure these standards are achieved. Non-compliances will be rectified promptly.

19. WORKS NEAR WATER BODIES

When conducting works around water bodies, the following precautions must be taken:

- Be extra cautious when working close to the edge of the water body, as soils in these areas are less stable.
- Avoid areas where vehicles may be susceptible to bogging.
- Cross all rivers and streams via existing bridges.
- Drive slowly and avoid excessive wheel rotations; and
- If crossing a water body by vehicle is unavoidable, use existing vehicle track crossings.

IMS Reference: [WP085 - Soil Erosion](#)

20. WORKPLACE INSPECTION & AUDITING

Workplace inspections and audits are used by FEC to evaluate compliance with applicable legal, FEC and client requirements.

Prior to their Daily Prestart Meeting, each Site Supervisor will conduct a HSE walkaround (with subcontractor Supervisors, where applicable and appropriate) of their worksite. These inspections are to confirm the day-to-day HSE compliance of the work site and crew, to ensure all hazards/aspects are controlled and that personnel are working in line with FEC and client requirements. FE106 Prestart Meeting Record is used to record the results of the walkaround.

VER. 3. ISSUED 11/08/2025	UNCONTROLLED WHEN PRINTED	PAGE 41 OF 56
---------------------------	---------------------------	---------------



FE246 - HSE MANAGEMENT PLAN

Site Supervisors are also required to complete a formal Critical Risk Self Appraisal on each job/project according to FE164 Critical Risk Inspection Schedule – these are recorded on the appropriate form according to the specific risk being audited.

A Site HSEQ Audit (FE281) may be conducted by the HSEQ Advisor or other designated person to measure the effectiveness of the implementation of this HSE Management Plan and/or any customer or site-specific requirements. Any unsafe conditions must be rectified immediately if possible or if this is not possible, the relevant area/equipment shall be effectively isolated until permanent correction is possible.

Where corrective actions are identified, they will be documented on the FE005 - Action Register, with the associated timelines and responsibilities, and then communicated to the relevant individuals.

Each corrective action will be monitored for effectiveness and will be closed out where it is deemed the corrective action has successfully remedied the problem. Where the corrective action(s) are deemed to be ineffective in resolving the problem, they will be reviewed and where required, management intervention will be sought to reach an agreeable solution without unreasonable delay.

Workers are advised that FEC and/or its relevant client(s) may also carry out planned or unplanned inspections and audits, and that they are required to participate as requested.

FEC acknowledge that Acciona Energy will also carry out audits / inspections to verify compliance with Acciona Energy policies.

- IMS Reference:
- FE106 - Daily Prestart
 - MP001 - Communication, Consultation & Participation
 - FE164 – Critical Risk Inspection Schedule
 - FE137 – Self Assurance Uncontrolled Dropped or Falling objects
 - FE149 – Self Assurance Light Vehicle
 - FE153 – Self Assurance Excavations
 - FE154 – Self Assurance Heat Exposure
 - FE157 - Self Assurance Working at Heights
 - FE159 - Self Assurance Uncontrolled release of Energy

2I. EMERGENCY PREPAREDNESS & RESPONSE

All workers shall be made aware of the emergency requirements on the site upon mobilisation. These requirements shall also apply to visitors on the project and will be conveyed by the Site Supervisor.

In any potential or actual emergency event, the Site Supervisor or delegate shall take control of the emergency with immediate effect. In all instances of an emergency or crisis, personnel will follow FEC’s Emergency Response processes below and/or that of the client, as is suitable.

Emergency response scenarios are practiced once a year (as a minimum) on all sites and used to review and update FEC ER processes.

- IMS Reference: MP003 - Emergency Planning

2I.I. MUSTER POINT

Upon mobilisation to site, the Site Supervisor shall establish a Muster Point onsite in a safe prominent location. The location of the muster point shall be communicated to all personnel in the workgroup by the Site Supervisor.

The muster point and any route to/from that muster point must not be obstructed by vehicles, plant or equipment at any



FE246 - HSE MANAGEMENT PLAN

time. All site access and egress shall be maintained in a manner not to hinder or obstruct access to external agencies during an emergency.

21.2. EVACUATION

In case of an evacuation from site the following shall be complied with:

- The emergency alarm will be 3 long blasts of an air horn or a car horn by the nearest person to the incident.
- On hearing the alarm all workers shall stop what they are doing and proceed to the muster point at the main entrance.
- The Site Supervisor or delegate shall collect the daily sign on sheet and proceed to the muster point.
- Wait at the muster point for Site Supervisor or delegate for instructions
- Assist anyone who may be injured
- Remain at the muster point until instructed otherwise
- Provide notification to FEC and Acciona Energy.

21.3. FIRST AID PROVISION

A minimum of one person onsite must be trained in First Aid. The name(s) of any first aid personnel must be communicated to all workers during their initial site induction/orientation. In case of an emergency first aid personnel shall:

1. Check for any threatening situation and control it if safe to do so
2. Provide first aid
3. Remain with casualty (unless there is no other option) and provide appropriate support.
4. Do not move any casualties unless in a life-threatening situation.
5. Notify the ambulance if not already done and designate someone to meet them.
6. Notify the Project Manager/HSEQ Advisor
7. Provide support to first-aider or ambulance if required.

There must be a minimum of one fully always stocked first aid kit onsite for the duration of the works. The first aid kit must be in a prominent location. The location must be communicated to all personnel and visitors. The first aid kit must be inspected daily.

IMS Reference: [MPO14 - Injury Management](#)

21.4. INJURIES

All personnel must report immediately to FEC, all injuries occurring onsite during its planned works. First Aid shall be administered by a suitably trained person if it is safe to do. If an ambulance is called the first aider must remain with the casualty until the ambulance arrives on the scene.

Dependent on circumstances, injuries should be treated onsite by first aid personnel. However, it may be necessary to evacuate injured parties to a suitable external medical facility for treatment.

21.5. DEATH ONSITE

In the event of a death on site, the following procedure should be applied:

1. Contact Police and isolate the scene, if safe to do so.
2. Cover the body if possible if safe to do so.



FE246 - HSE MANAGEMENT PLAN

3. Do not disturb the scene.
4. The person(s) finding the deceased must notify the Project Manager immediately.
5. The customer/client shall also be notified immediately.
6. All contact with the family of the deceased will be handled by the Directors of the company.
7. Remove all persons other than witnesses from the scene.
8. Avoid contact with any blood or other bodily fluids.
9. Provide comfort to all witnesses (if possible).
10. Incident is to be reported following reporting procedures and the Project Manager/HSEQ Advisor shall notify the relevant regulatory authority if the death is work related.
11. Project Manager/HSEQ Advisor shall arrange for counselling and post incident management.

21.6. FIRE

Any fire must be immediately reported to the Project Manager. A minimum of 2x portable fire extinguishers must be provided in all vehicles and shall have inspection and service tags which displaying the date of the last inspection. Personnel must also comply with any customer or site-specific firefighting equipment requirements.

Bushfire season is in effect from November 1st to March 31st each year. During this time fire must be maintained as a serious consideration when carrying out any works onsite. Please note that the duration of the fire season may be altered each year dependent on the weather conditions.

Total fire bans or vehicle movement bans may be put in place at any time by the local council/shire. It is the responsibility of the Site Supervisor to ensure that appropriate fire prevention measures have taken place prior to commencing any works.

The Site Supervisor must ensure that a Total Fire Ban or Vehicle Movement Ban is not in place prior to commencing works. The Project Manager will advise the onsite team if any alerts affect their works. The Site Supervisor must also ensure that any works carried out onsite do not increase the risk of or contribute to a fire on site. Clients/customers must also be notified of any potential or actual fire onsite.

IMS Reference: [WP077 - Bushfire Safety](#)

21.7. EXTREME WEATHER

The Site Supervisor will be responsible for monitoring weather conditions on an ongoing basis (e.g. BOM website, client weather monitoring systems, etc) as extreme and inclement weather can pose a serious threat to life and property. Any weather warnings put in place must be communicated to all members of the workgroup.

Lightning

In the event of storm activity, work areas will be reviewed with a particular focus on work at height, elevated work platform (EWP) and crane use. Where lightning is expected, work at height shall cease, EWPs shall not be used, and cranes shall be stood down until all lightning activity passes.

With ongoing monitoring, and in the absence of a lightning detection system, workers shall treat a thunderstorm as 'local' when the time interval between a flash and the sound of thunder is less than 30 seconds. At this stage, workers shall cease all activities and seek a position of safety such as fully enclosed buildings and hard-top vehicles.

Cyclones

The work area may also be prone to cyclones at certain times of the year. The Site Supervisor must always monitor weather conditions. Cyclone warnings will be broadcast on local media and the work site must be made safe if the workforce needs to evacuate prior to a cyclone. Workers must establish a safe evacuation route if a cyclone or cyclonic activity has the



FE246 - HSE MANAGEMENT PLAN

potential to threaten the area. Where flooding is expected, it may be necessary to move vehicles and equipment to higher ground and evacuate the site.

IMS Reference: WP055 - Cyclone Safety
 WP063 - Lightning Safety

21.8. ELECTRIC SHOCK

In the event of an electric shock:

1. Turn off and isolate the power source if it is safe to do so
2. Do not touch the casualty unless you are sure that the power source has been completely isolated
3. Check the casualty to ensure they are breathing, and they have a heartbeat
4. Commence CPR (cardiopulmonary resuscitation) and EAR (expired air resuscitation) immediately if the casualty is not breathing and has a heartbeat
5. Ensure that an ambulance is called immediately
6. When the ambulance arrives, advise the medic of the time of the incident, status of the casualty and what you have done
7. If the casualty has received a minor shock and has not lost consciousness, they must go to a Medical Centre/Hospital for an ECG (electrocardiogram) checkup.

IMS Reference: WP061 - Electrical Safety

21.9. RESCUE FROM A POSITION OF HEIGHT

FEC endeavour to have all personnel who are required to work at heights to be formally training in Tower Rescue. In all teams there must be a minimum of 1 person who is trained in tower rescue – and where there is only 1 person trained in a team, this person must be stationed on the ground if a rescue is required. The rescue operation must take place as efficiently as possible to minimise the possible risks associated with suspension trauma.

There shall be tower rescue kit always present onsite and placed ready for immediate use when personnel are actively working at height – placed at the base of the structure. There shall also always be a dedicated Working at Heights Rescue Procedure available on the site.

If a person becomes incapacitated when using an EWP, then the ground controls will be used to immediately lower the bucket of the EWP to ground level. The person in charge of the workplace must ensure that an FE008 - Plant Prestart Inspection Checklist is completed daily, prior to first use. If the ground controls are not operational, it may be necessary to use another EWP to perform a rescue if available.

IMS Reference: WP022 - Working at Heights Rescue Procedure

21.10. EMERGENCY RESPONSE EQUIPMENT

The following emergency response equipment will be onsite at all times and inspected by suitably trained persons before works commence:

- First Aid kits
- Portable Fire Extinguishers
- Tower Rescue Kit
- Hazardous Substance Spill Kit.



FE246 - HSE MANAGEMENT PLAN

The location of any emergency response equipment used onsite must be communicated to all workers by the Site Supervisor upon mobilisation to site and must be inspected by suitably trained persons and repaired or replenished, as necessary by FEC, OEM and AS/NZS as applicable. The emergency response equipment must also be visually inspected during the daily workplace 'walk-through' inspections conducted by the Site Supervisor.

IMS Reference: MP026 - Asset Management

21.II. EMERGENCY COMMUNICATION

FEC will have in place suitable means of communication in the event of any potential or actual emergency event. If there is insufficient mobile phone coverage in place, it may be necessary to have in place other suitable means of external communication i.e. long-range radio or Satellite Phone prior to commencing any works onsite. The location of any onsite communication equipment must be communicated to all members of the workgroup by the Site Supervisor.

21.I2. EMERGENCY CONTACT INFORMATION

Name	Contact Details
EMERGENCY	000 / 112
Hospital	Collie Hospital, 40-52 Deakin St, Collie WA 6225 08 9735 1333
Police	Collie Police Station, 39 Wittenoom St, Collie WA 6225 08 9734 6333 – non-emergency
Police	131 444 – non-emergency
Fire	Emergency: 000 / 112
State Emergency Services	Telephone: 1300 130 039
DFES	Telephone: 13 DFES (13 3337)
WorkSafe	Telephone: 1300 307 877
Energy Safety	Telephone: (08) 9422 5200
Poisons Hotline	Telephone: 13 11 26
Wildcare Hotline	Telephone: (08) 9474 9055
FEC Head Office	Telephone: (08) 9417 4999

21.I3. FEC EMERGENCY CONTACT INFORMATION

Name	Position	Contact Details
Craig Davies	Managing Director	(08) 9417 4999 Ext. 203, 0416 242 648
Nick Chilli	Director/General Manager	(08) 9417 4999 Ext. 205, 0402 839 260
Wayne Fernie	HSEQ Advisor	(08) 9417 4999 Ext. 221, 0427 931 536
Stuart Jennis	Site Supervisor	0474 828 361

Table 5: FEC Emergency Contact Information



22. INCIDENT REPORTING & INVESTIGATION

22.1. INCIDENT REPORTING

Where an incident and near misses occurs, which may result in illness, injury, property damage or environmental harm, all work is to cease immediately and the scene 'made safe', all incidents and near misses must be reported to the Project Manager, HSEQ Advisor and client within 60 minutes (or as soon as reasonably practicable) of the occurrence using FE061 - Incident Report Form and/or verbally, as appropriate.

The immediate family members of any worker(s) who have suffered because of the incident must also be informed without unreasonable delay. Workers are reminded that blatant late reporting of incidents or non-reporting of incidents is not acceptable for any reason and will not be tolerated by FEC. FEC's HSEQ Advisor shall report all notifiable incidents as required to the relevant statutory authority within the required timeframe.

IMS Reference: [MP015 - Incident Reporting & Investigation](#)
[FE061 - Incident Report](#)

22.2. INCIDENT INVESTIGATION

All investigations (using Root Cause Analysis) shall commence within 24 hours of the occurrence, following completion of the incident report (FE061) and witness statements (FE127 - required for Level 2 incidents). The aim of investigating incidents is to:

- Prevent similar incidents recurring in the future.
- Identify any new hazards/aspects; and
- Identify and choose suitable control measures.

While concern for an injured person and the environment shall take precedence over everything else, when incidents involving injury or illness occur, early investigation is essential. The less time between an incident and the investigation, the more accurate the information obtained. Where practicable, the scene of an incident must be preserved to facilitate an accurate and efficient investigation process.

Investigations of incidents, injuries, hazards or aspects are not used as vehicles to allocate blame, and all FEC personnel (including subcontractors) are required to comply with any Incident Investigation facilitated by FEC or its customers/clients where required. Successful incident investigation requires everyone's cooperation to prevent recurrence in the future.

IMS Reference: [MP015 - Incident Reporting and Investigation](#)
[FE081 - Incident Investigation](#)
[FE127 - Incident Witness Statement](#)

22.3. COMMUNICATION & REVIEW

When the incident investigation has been completed and the relevant corrective actions agreed upon, the findings and corrective actions shall be communicated to FEC management and other relevant person(s). Communication will take place verbally or in the form of the Daily Prestart Meeting, HSE Toolbox Meeting, and Management Meeting. The FEC Site Supervisor is responsible for communicating the outcome of any incident investigation to their immediate workgroup. Corrective actions implemented because of any incident investigation will subsequently be followed up on and reviewed for effectiveness.



FE246 - HSE MANAGEMENT PLAN

22.4. CORRECTIVE/PREVENTIVE ACTIONS

Following any incident or serious occurrence and subsequent investigation, it will be necessary to implement corrective and preventive actions to ensure that such an event or the circumstances leading to it cannot re-occur. Corrective/preventive actions will be given designated timelines and responsibilities and will be followed up and reviewed for effectiveness. These corrective actions shall also include the review of relevant FEC documents, as appropriate.

FEC will manage nonconformities and opportunities for improvement using Improvement Requests (IRs) and Corrective Actions (CAs). The HSEQ Advisor is responsible for registering IRs and CAs on FE005 - Action Register, assigning a response date, follow up date and for issuing the resulting action to the appropriate person. The Action Register shall be used for transparent tracking and reporting.

IMS Reference: FE005 - Action Register

23. INJURY MANAGEMENT & REHABILITATION

Injury management, including the rehabilitation phase, is a process that will be actively monitored and involve the early provision of necessary and reasonable services. This will ensure the workers earliest return to work, or if return to work is precluded, maximisation of the workers independent functioning shall be determined.

All workers are covered by worker’s compensation insurance. FEC’s injury management policy and procedures will be implemented in conjunction with any workers’ compensation claim. Injuries and ill health must be reported, and a determination made as to the relevance along with the availability of medical reports and rehabilitation plans.

Should an accident/incident occur that results in return to work with restricted duties, the injured person will be suitably rehabilitated back to work as soon as possible.

IMS Reference: MP014 - Injury Management

24. HEALTH SURVEILLANCE

Health surveillance is the monitoring of workers’ health to identify health effects or other measures of exposure to a hazardous substance or physical agents. Health surveillance includes biological monitoring, which is the measurement of a hazardous substance in the body such as the level of a substance in the blood or exhaled air or monitoring of the psychological/physiological impacts of exposure to physical agents.

Currently, there are no legislative health surveillance requirements for the activities based on FEC’s overall scope of work, however situations which pose abnormal risk to workers and subcontractors within the workplace can/may be identified using FEC tools (including Hazard Register, JHA, SWMS) or by the client, prior/during/following onsite works.

If identified, information (including control measures) regarding all hazards are provided to workers and subcontractors. Personnel exposure to these hazards will be monitored and controlled by FEC and/or by external specialist as required by current legislation, CoP, AS, industry practise, etc. The table below shows examples of hazards FEC personnel may be exposed to and the specialist assistance that can be employed to help in managing exposure to those hazards.

Hazard	Specialist Assistance	External Reference Documents
Asbestos	Licensed removalist required	Relevant State WHS Act, CoP
Dust	Occupational hygienist – Dust monitoring	Relevant State WHS Act, CoP
Noise	Occupational hygienist - Noise survey	Relevant State WHS Act, CoP



FE246 - HSE MANAGEMENT PLAN

RF/EMR	ARPANSA, SMEs (e.g. RadHaz) Specialist GP (following exposure)	Relevant State WHS Act, CoP ARPANSA Codes
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Table 6: Health Surveillance Specialist Assistance

If workers are exposed to specific hazards (i.e. occupational exposure), their health is monitored, and the results are recorded. In the event of adverse results, the worker may be examined and treated by a (specialist) medical practitioner. All test results and records of any treatment will be stored on the worker’s file treated as Private and Confidential, made available to the worker if requested and may only be used for the purpose for which they are sought – including for regulators.

Prior to beginning onsite work, workers may be required to undergo a drug and alcohol test if required by the customer and may also be requested to undergo random drug and/or alcohol tests at any time.

Personnel are encouraged to participate in a healthy lifestyle and maintain a suitable work/life balance to ensure they are mentally and physically capable of performing the required tasks – this can include participating in client health programs where applicable and enforcing smoke-free areas where suitable.

IMS Reference: FE004 - Legal Obligations Register
 FE170 - Risk Register

25. HSE PERFORMANCE MONITORING

FEC has established, implemented and maintains written instructions to monitor and measure, on a regular basis, the main characteristics of its operations and activities that can cause illness and injury.

HSE performance reporting will be carried out onsite by way of FEC’s workplace inspection and auditing processes. The Site Supervisors HSE Inspection (FE214) includes a Task Observation Checklist to monitor personnel work behaviours. The results of internal and external inspections and audits are reviewed by HSEQ Advisor and FEC management and are used to provide evidence for performance reporting purposes, and may prompt the review of applicable IMS documents including Risk Register, Management Procedures and Work Procedures.

Compliance with current and applicable HSE legislation and regulation is periodically reviewed and verified during internal audits, Daily HSE inspections and by carrying out regular checks on the WA State Law Publisher website. Legislative and/or regulatory changes are monitored, with hard and electronic copies of publications updated on a regular basis and discussed in Managers Meetings and/or HSE Toolbox Meetings.

Where opportunities for improvement are identified because of performance reporting, these will be documented on the Action Register.

HSE performance is monitored monthly to ensure continued compliance and shall be communicated to workers during HSE Toolbox Meetings and Daily Pre-Start Meetings as required. Where applicable monthly performance reports may be communicated to the workforce by way of posting on notice boards or by circulation to them in hard copy format.

26. RESOLUTION OF HSE ISSUES

A HSE issue exists where there is a difference of opinion relating to HSE at the workplace, between the company or site management and one or more employees. It does not mean that there is a dispute. It is enough that a question has arisen on what should happen or has been done in a particular situation.

A HSE issue may include any item under the general ‘duty of care’ sections of the applicable legislation, a potential or actual hazard or environmental aspect or any procedural issue relating to HSE.

Although HSE issues should be resolved as and when they arise, if possible, there is provision for the resolution process to



FE246 - HSE MANAGEMENT PLAN

be escalated to FEC management and to the State WHS regulator. Further information is available in MP001 Communication, Consultation & Participation.

IMS Reference: [MP001 - Communication, Consultation & Participation](#)

27. MONITORING & REVIEW

This Site HSE Management Plan shall be monitored and reviewed on a periodic basis to ensure it remains current and relevant to operations conducted by FEC, its workers and subcontractors, and to meet or exceed the expectations of our client's and their HSEQ systems.

This Site HSE Management Plan shall also be reviewed following any serious incident or change to legislation/regulation.



APPENDIX I WORK HEALTH & SAFETY POLICY



WORK HEALTH & SAFETY POLICY

PURPOSE

Future Engineering and Communication Pty Ltd (FEC) is committed to achieving the highest standard of Work Health and Safety for its employees, contractors, visitors and other persons affected by its activities.

COMMITMENT

FEC will:

- Provide leadership and accountability for Work Health and Safety at Senior Management Level
- Provide, promote and maintain a safe and healthy work environment
- Focus on the elimination of physical and psychosocial hazards and the reduction of risks in the workplace
- Encourage involvement of all employees in the prevention of workplace incidents, injuries and illness
- Provide opportunities for all employees to contribute towards hazard identification, risk control and the improvement of the Work Health and Safety Management System
- Comply with all relevant legislative requirements, Australian Standards and approved codes of practice in relation to work health and safety
- Ensure FEC's Work Health and Safety Management System is promptly updated to reflect changes in legislation
- Strive to continuously improve Work Health and Safety management through the setting of objectives, monitoring performance and regularly reviewing progress
- Regularly consult and communicate on Work Health and Safety matters
- Ensure that all incidents are reported, recorded and root causes identified
- Where injury or illness occurs, help our people to achieve full recovery through prompt treatment and injury management
- Allocate appropriate resources to meet the requirements of this Work Health and Safety Policy
- Ensure this Work Health and Safety Policy is communicated to all employees and contractors

APPLICATION

This Work Health and Safety Policy applies to all FEC employees, contractors and visitors affiliated with FEC, across all projects and operations, at all times.

The Managing Director and Directors are responsible for ensuring that this Work Health and Safety Policy is implemented in its entirety.


 C. Davies
 Managing Director


 N. Chilli
 Director

FE194 – WORK HEALTH & SAFETY POLICY	
REVIEWED: OCTOBER 2024	NEXT REVIEW: OCTOBER 2026



FE246 - HSE MANAGEMENT PLAN

APPENDIX 2 ENVIRONMENTAL POLICY



ENVIRONMENTAL POLICY

PURPOSE

Future Engineering & Communication Pty Ltd (FEC) is committed to protecting the environment in which we operate. FEC believe that all environmental incidents and damage are preventable and hold the prevention of pollution and environmental harm as a value equal with all other business objectives. The way FEC work drives the outcomes that FEC values.

COMMITMENT

FEC will:

- Commit to the prevention of pollution and the protection of the environment
- Comply with the legislative requirements applicable to the jurisdictions in which FEC operate
- Maintain a documented Integrated Management System which includes compliance to AS/NZS ISO 14001:2016
- Establish measurable targets and objectives for continual improvement of FEC's environmental performance
- Monitor, evaluate and report on FEC's environmental performance in a clear and transparent manner
- Consistently define and communicate FEC's environmental requirements to all persons working for and on behalf of FEC
- Ensure FEC's Integrated Management System and this Environmental Policy are available to all employees, subcontractors, clients and stakeholders
- Allocate appropriate resources to meet the requirements of this Environmental Policy
- Promote continuous improvement of the Environmental component of the Integrated Management System
- Ensure this Environmental Policy is communicated to all employees and contractors

APPLICATION

This Environmental Policy applies to all FEC employees, contractors and visitors affiliated with FEC, across all projects and operations, **at all times**.

The Managing Director and Directors are responsible for ensuring that this Environmental Policy is implemented in its entirety.

|


 C. Davies
 Managing Director


 N. Chilli
 Director

FE279 – ENVIRONMENTAL POLICY	
REVIEWED: OCTOBER 2024	NEXT REVIEW: OCTOBER 2026



FE246 - HSE MANAGEMENT PLAN

APPENDIX 3 MANAGEMENT PROCEDURES

FEC has a database of Management Procedures established to assist workers in carrying out their work according to the Quality, Health and Safety and Environmental Management Systems that are in place. Workers may access the Management Procedures at any time from within the workplace by using a company computer:

Document No.	Document Title
MP001	Communication, Consultation & Participation
MP002	Hazard Identification & Risk Management
MP003	Emergency Planning
MP004	Employee Relations Management
MP005	Workplace Visitors
MP006	Psychosocial Management
MP007	Operational Control
MP008	Hazardous Substances
MP009	Work Permit and Tagging System
MP011	Traffic Management
MP012	Fitness for Work
MP014	Injury Management
MP015	Incident Reporting & Investigation
MP019	Document Control
MP020	Training & Competency
MP022	Supplier and Subcontractor Management
MP026	Asset Management

It is every worker's responsibility to read and understand the Management Procedures. If you require assistance with, or do not understand any of the procedures noted above, please contact your Site Supervisor or Project Manager.



FE246 - HSE MANAGEMENT PLAN

APPENDIX 4 WORK PROCEDURES

FEC has a database of Work Procedures established to assist personnel in carrying out their work according to the HSEQ Management System that is in place. Workers may access the WP at any time from within the workplace by using a company computer:

Document No.	Document Title	Document No.	Document Title
WP001	Portable Grinders	WP054	Jack Hammers
WP002	Pedestal Drill	WP055	Cyclone Safety
WP003	Cold Saw	WP056	Working at Heights
WP004	Bench Grinder	WP057	Air Compressors
WP005	Lathe	WP058	Overhead Travelling Crane
WP006	Brake Press	WP059	Vehicle Loading Cranes
WP009	Plate Roller	WP060	Confined Space Entry
WP010	Linisher	WP061	Electrical Safety
WP011	Milling Machine	WP063	Lightning Safety
WP012	Portable Hand Drills	WP064	High Pressure Water Cleaners
WP013	Steelworker	WP065	Truck Mounted Drill Rig
WP014	Bandsaw	WP066	Install & Set-up of Portable Buildings
WP015	Gas Cutting & Heating	WP067	Soil Conditioning & Backfill
WP017	Forklift Operation	WP068	Spare
WP019	Machine Stamping	WP069	Spare
WP020	Electric Hoists	WP070	Tipper Truck
WP021	Equipment Isolation	WP071	Spare
WP022	Spare	WP072	Spare
WP023	Housekeeping	WP073	Mobile Crane
WP024	Machinery Guards and Safety Devices	WP074	Spare
WP025	Magnetic Drills	WP075	Prime Mover
WP026	Gases and Gas Cylinders	WP076	Guy Wire Tensioning
WP027	Vehicles and Mobile Equipment	WP077	Bush Fire Safety
WP028	Barricades and Signage	WP078	Waste Management
WP029	Spare	WP079	Energy Efficiency
WP030	Heat Stress	WP080	Clearing and Land Management
WP031	Noise and Hearing Protection	WP081	Cultural Heritage
WP032	Spare	WP082	Flora and Weed Management
WP033	Fabrication of CHS Tower Legs	WP083	Fauna Management
WP034	Electrical Plasma Cutting	WP084	Dewatering
WP035	Loading and Unloading of Vehicles	WP085	Soil Erosion
WP036	Spare	WP086	Use of Galvanising Bar
WP037	Telephone Threats	WP087	Plant and Equipment Maintenance
WP038	Arc Welding	WP088	Motorised Cable Winch
WP039	Trailer Towing	WP089	Overhead Tube Storage Rack
WP040	Chemical Application	WP090	Wire Spool Operation
WP041	Excavations	WP091	Cordless Circular Saw
WP042	Skid Steer Loader	WP092	Cordless Nail Gun
WP043	Hydraulic Excavator	WP093	Fabrication of CHS Bracing Members
WP044	Compactors	WP094	Visual Examination of Welds
WP045	Spare	WP095	Spare
WP046	Placing of Reinforcing Steel	WP096	Spare
WP047	Quick Cut Saws	WP097	Sales
WP048	Concrete Pouring	WP098	Shipping Manual
WP049	Formwork	WP099	Helicopter Operations



FE246 - HSE MANAGEMENT PLAN

WP050	Removal of Formwork	WP100	Use of Galvastop Red
WP051	Elevated Work Platforms	WP101	Lifting and Moving Pipe Lengths
WP052	Spare		
WP053	Spare		



FE246 - HSE MANAGEMENT PLAN

APPENDIX 5 WORKPLACE RISK ASSESSMENT TOOL



FE01B - WORKPLACE RISK ASSESSMENT TOOL

Step 1: Identify the WHS Hazards / Environmental Aspects associated with the Task i.e. what can cause harm to me, to others or to the environment?

Step 2: Determine the *most credible* Consequence of the Event

Consequence → Aspect ↓	Low	Minor	Moderate	Major	Critical
Health & Safety	First aid treatment	Medical treatment	Classified injury (Lost Time Injury)	Fatality or severe permanent disability	Multiple fatalities / health effects to >50 persons
Environmental & Heritage	Limited damage to area of low significance	Minor short-term damage to environmental / heritage area	Moderate effects on environment / heritage	Significant environmental / heritage damage	Severe damage to environment / heritage with long term effects
Community / Media / Government	Public concern restricted to local complaints	Minor, adverse local public or media attention and complaints	Attention from media and/or heightened concern from community	Significant adverse national media / public attention	Serious public or media outcry
Loss / Damage	\$0 – \$15k	\$15k – \$150k	\$150k – \$1.5m	\$1.5m – \$15m	\$15m – \$150m

Step 3: Determine the Likelihood of the Consequence Occurring

Likelihood →	Rare	Unlikely	Possible	Likely	Almost Certain
Description	May happen in extreme circumstances <i>At least once in 25 years</i>	May happen sometime <i>At least once in 10 years</i>	May happen <i>At least once in 5 years</i>	May easily happen <i>At least once per year</i>	Expected to happen <i>At least once per month</i>

Step 4: Determine the Risk Rating (Combine Consequence and Likelihood)

Likelihood ↓	Consequence ↓				
	Low	Minor	Moderate	Major	Critical
Almost Certain	High (11)	High (16)	Extreme (20)	Extreme (23)	Extreme (25)
Likely	Moderate (7)	High (12)	High (17)	Extreme (21)	Extreme (24)
Possible	Low (4)	Moderate (8)	High (13)	Extreme (18)	Extreme (22)
Unlikely	Low (2)	Low (5)	Moderate (9)	High (14)	Extreme (19)
Rare	Low (1)	Low (3)	Moderate (6)	High (10)	High (15)

Step 5: Determine Level of Risk Acceptance

Risk Level →	Low	Moderate	High	Extreme
Response	<i>Acceptable</i> Task can commence with current Controls and minimal active management.	<i>Acceptable</i> Task can commence with current Controls, active monitoring and supervision.	<i>Acceptable (with Management Control)</i> <i>Risks that exceed the risk acceptance level and require proactive management including control review.</i>	<i>Not Acceptable</i> Task must not commence – urgent and immediate management action required, including Control review.

Step 6: Apply the Hierarchy of Control

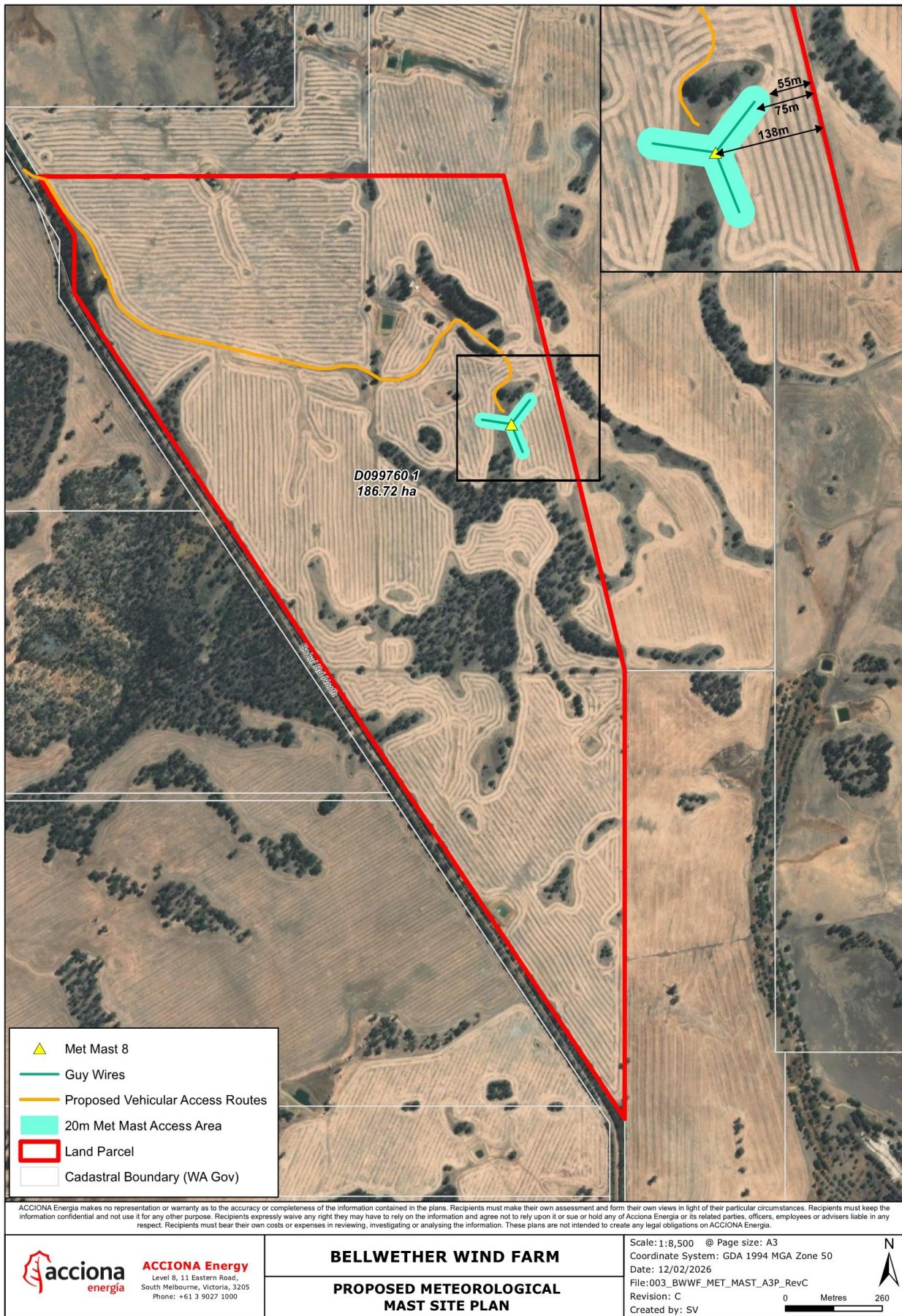
↑ Increasing Effectiveness & Sustainability	↓ Increasing Instruction & Supervision needed	Elimination	Cease work or remove the hazard / aspect completely
		Substitution	Replace with a similar process, product, etc that has a lower risk score
		Isolation	Put a barrier between employees and the hazard / aspect
		Engineering	Change the process, equipment or tools so the risk is reduced
		Administration	Implement training guidelines or procedures to minimise the risk
		PPE	Equipment worn to provide a temporary barrier

VER. 5, ISSUED 17/6/2024 UNCONTROLLED WHEN PRINTED PAGE 1 OF 1

VER. 3, ISSUED 11/08/2025 UNCONTROLLED WHEN PRINTED PAGE 56 OF 56

Attachment 4

Updated Development Plan





ghd.com

→ **The Power of Commitment**

ATTACHMENT 2

From: Airport Developments <Airport.Developments@AirservicesAustralia.com>
Sent: Tuesday, 14 April 2026 9:37 AM
To: Renee Schinzig <Admin2@westarthur.wa.gov.au>
Cc: airspace.protection@casa.gov.au
Subject: Airservices response: WA-MA-390 P2 Proposed Meteorological Mast - Lot1 99760 Bokal Rd North

OFFICIAL

Hi Renee,

I refer to your request for an Airservices assessment of the proposed activity at Lot 1, Bokal Road North, Bokal (Bellwether wind farm).

Airspace Procedures

With respect to procedures designed by Airservices in accordance with ICAO PANS-OPS and Doc 9905, at a height of 447m (1467ft) AHD the meteorological mast will not affect any sector or circling altitude, nor any instrument approach or departure procedure at any aerodrome or any air routes.

Note: Procedures not designed by Airservices at any aerodrome were not considered in this assessment.

Communications/Navigation/Surveillance (CNS) Facilities

We have assessed the proposed activity to the above specified height for any impacts to Airservices Precision/Non-Precision Navigation Aids, Anemometers, HF/VHF/UHF Communications, A-SMGCS, Radar, PRM, ADS-B, WAM or Satellite/Links and have no objections to it proceeding.

Note: Meteorological instruments not owned by Airservices were not considered in this assessment. In accordance with Part 139 (Aerodromes) Manual of Standards, Chapter 19, we recommend consulting with the Bureau of Meteorology (the Bureau) to ensure that the proposed activity does not adversely affect their equipment. The Bureau can be contacted at airport.developments@bom.gov.au

Air Traffic Control (ATC) Operations

There are no additional instructions/concerns from ATC.

Vertical Obstacle Notification

As this proposed activity is more than 30m (99ft) AGL, please follow the below notification process:

1. Complete the Vertical Obstacle Notification Form: [ATS-FORM-0085_Vertical_Obstruction_Data_Form.pdf \(airservicesaustralia.com\)](#)

2. Submit completed form to: VOD@airservicesaustralia.com as soon as the development reaches the maximum height.

For further information regarding the reporting of tall structures, please contact the VOD team:

- Email - VOD@airservicesaustralia.com
- Or refer to: [Civil Aviation Safety Regulation Part 175 — Airservices and You - Airservices \(airservicesaustralia.com\)](#)

Summary

The proposed activity does not impact Airservices operations or facilities.



Alex Kwan

Aeronautical Information Specialist
Da Vinci Building 101, 2A Boronia Road,
Brisbane Airport QLD 4008, Australia
www.airservicesaustralia.com

From: Airspace Protection <Airspace.Protection@casa.gov.au>
Date: 9 April 2026 at 12:08:34 pm AWST
To: Renee Schinzig <Admin2@westarthur.wa.gov.au>
Subject: F24/27345-3 - CASA Assessment Response - Met Mast - Lot1 - Bokal Rd North, Bokal - Shire of West Arthur [SEC=OFFICIAL]

OFFICIAL

Good afternoon Renee

Thank you for your email and attached information with regard to the proposed installation of a meteorological mast to be located within the Shire of West Arthur at Lot1, Bokal Rd North, Bokal and approximately 16km southeast of Darkan, within the Mid-West region of Western Australia.

CASA is not aware of any certified aerodrome's within 15km of the proposed site for which there could be an Obstacle Limitation Surface (OLS) that would require protection, given that the nearest certified aerodrome is Katanning Airport, approximately 78.8 km from the proposed meteorological mast site. Therefore, this development falls outside CASA's formal regulatory framework for aerodromes.

Given the proposed mast will have an overall height of 123.5 metres and a planned operational period of up to five years, CASA recommends:

1. Installation of at least a low-intensity steady red obstacle/hazard light to enhance visibility during poor light or nighttime conditions, particularly for low-level aerial agricultural operations.
2. Consideration of a surface finish to distinguish the mast from the background environment (e.g., alternating contrasting bands of colour).
3. Placement of marker balls on the upper third of the guy wires to further improve visibility.

For reference, obstacle marking and lighting guidance can be found in Chapter 8, Section 8.110, and Chapter 9, Division 4 of Part 139 (Aerodromes) – Manual of Standards. The Manual of Standards is available here: [Part 139 \(Aerodromes\) Manual of Standards 2019](#).

The coordinates and estimated survey heights of the mast should be submitted to the Airservices Australia Vertical Obstacle Database (VOD) at vod@airservicesaustralia.com once development approval is granted. This ensures the mast location is mapped for pilot awareness. As map updates can take over six months, it is recommended that Airservices be contacted one month prior to construction to determine if a NOTAM (Notice to Airmen) is required to advise pilots of the upcoming works. Upon completion, the VOD should be updated with the final surveyed heights and locations.

CASA will require a reassessment if Airservices identifies any impacts on airspace procedures, air traffic control, or communications/navigation/surveillance (CNS) facilities.

I trust this information is helpful. Please do not hesitate to contact CASA should you require further clarification.

Kind regards

Rebecca Day

Aerodrome Specialist – Developments

Air Navigation, Airspace & Aerodromes Branch

CASA \ Air Navigation, Transformation and Risk Division

p: 03 9518 2781

GPO Box 2005 CANBERRA ACT 2601

www.casa.gov.au



From: Daniel Wong <daniel.wong@dwer.wa.gov.au>
Sent: Monday, 13 April 2026 13:18:27
To: Vin FORDHAM LAMONT <ceo@westarthur.wa.gov.au>
Subject: REQ-0003101 - DA-A935 - Proposed New Temporary Meteorological Mast at Lot 1 On Diagram 99760 Bokal Road North, Bokal

OFFICIAL

13th April 2026
Our Reference: REQ-0003101
To: Shire of West Arthur
From: Department of Water and Environmental Regulation
Attention: Vin Fordham Lamont

Dear Vin

RE: Proposed New Temporary Meteorological Mast at Lot 1 On Diagram 99760 Bokal Road North, Bokal

Thank you for providing the above proposal for the Department of Water and Environmental Regulation (Department) to consider.

This proposal is for a new temporary meteorological mast for the purposes of collating meteorological data to ascertain the suitability of the locality for a possible future wind farm (see Screenshots 1 below).

The Department has assessed this proposal and notes the following referral statement:

“The initial due diligence assessment concluded that the proposed Met Mast will not have significant environmental impact, due to the proposed location of the Met Mast not requiring removal of any native vegetation, not being within a designated bushfire prone area, not at risk of ASS occurrence, and not containing or adjoining any waterways, ESAs, legislated lands and waters, contaminated sites or cultural heritage places. The nearest conservation area is approximately 13.8 km west of the Lot 1 boundary.”

As no clearing of native vegetation is to occur, with no interference with the waterways, the Department deems this proposal to have negligible environmental implications – to which we have no comment to offer.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

Should you require any further information on the comments please contact the undersigned.

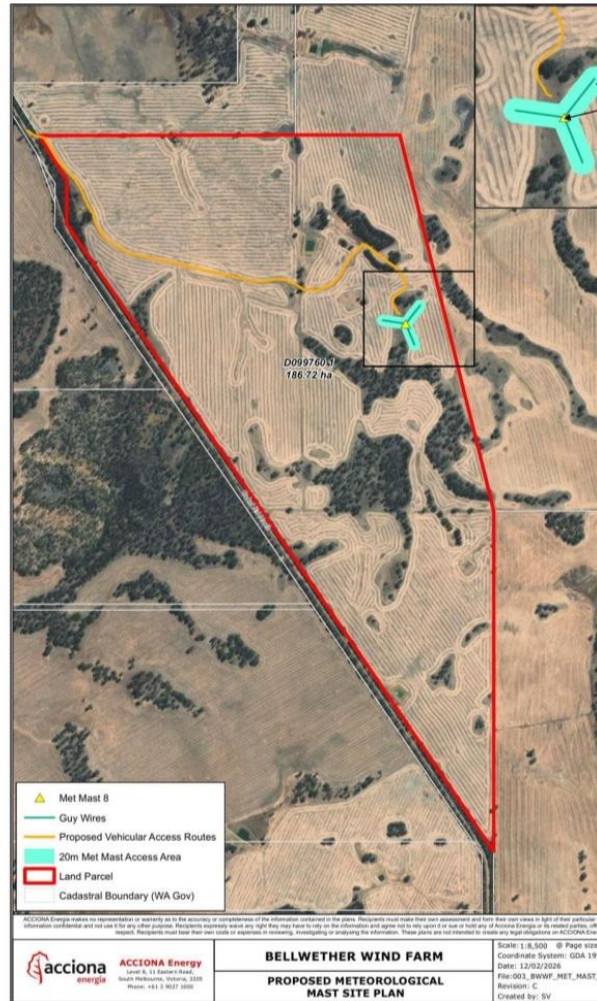
Thank you.

Yours sincerely

Daniel Wong

Environmental Officer
Department of Water and Environmental Regulation
Planning Advice South West Region

Email: daniel.wong@dwer.wa.gov.au
Phone: 08 9726 4113
Fax: 08 9726 4100
Postal: PO Box 261, Bunbury, WA 6231
Location: 71 McCombe Road, Bunbury, WA 6230



Screenshot 1