

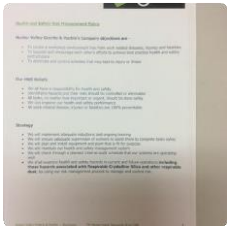
18 Dec 2019

AESAG ESI Fabricator Audit

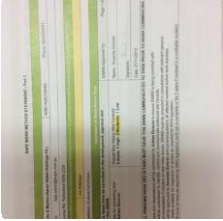

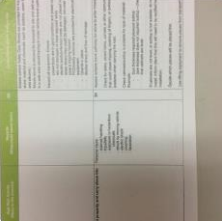
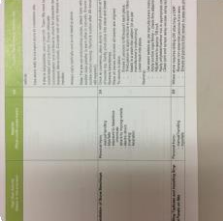
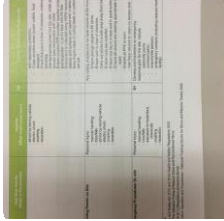
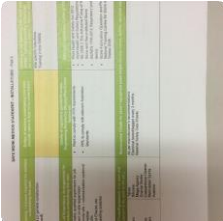
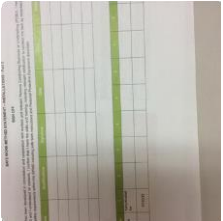
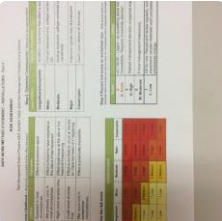


Complete

Inspection score	Failed items	Created actions
100%	0	0
Conducted on		
📅 18th Dec, 2019 8:06 AM AWST		
Prepared by		
Mylene Sarmiento		
Fabricator Name		
Fabricator Representative		
Audit Participants		
Location		
Is this the first time an RCS assessment has been conducted for this organisation under the current or other trading name?		Yes

Health and Safety Management System

Does the organisation have a Health & Safety Plan (Plan) to achieve the elements of the Health & Hygiene Guidelines?	Yes
Is the Plan maintained and communicated to all employees?	Yes
— Notes During Tool Box Talks	
Is there evidence of workers being consulted in the development of the Plan?	Yes
— Notes Training Records	
Is the Plan reviewed periodically to ensure it remains relevant and appropriate to the organisation?	Yes
— Notes On-going	
Does the organisation have a Health & Safety Policy that incorporates a commitment to control RCS risks?	Yes
— Notes Health & Safety Risk Management Policy include controlling RCS risks. — Photos  <p>Photo 1</p>	
Is the Health & Safety Policy displayed in relevant areas of the workplace?	Yes
— Notes Lunchroom	

RCS Hazard Identification

<p>Has the organisation defined and documented the risks associated with working with RCS within the scope of its OHS/WHS Management System?</p>	<p>Yes</p>
<p>— Notes</p> <p>Specific SWMS for RCS risks available.</p> <p>— Photos</p> <div style="display: flex; flex-wrap: wrap; justify-content: space-around;"> <div style="width: 150px; text-align: center;">  <p>Photo 2</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 3</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 4</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 5</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 6</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 7</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 8</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 9</p> </div> </div>	
<p>Has the organisation identified areas of activities where RCS exists?</p>	<p>Yes</p>
<p>— Notes</p> <p>See SWMS</p>	
<p>Has the organisation developed a risk register of the identified RCS hazards?</p>	<p>Yes</p>
<p>— Notes</p> <p>See Risk Register</p> <p>— Photos</p> <div style="display: flex; justify-content: space-around;"> <div style="width: 150px; text-align: center;">  <p>Photo 10</p> </div> <div style="width: 150px; text-align: center;">  <p>Photo 11</p> </div> </div>	

Assessing RCS Exposures Risks

<p>Have all hazards identified been appropriately risk assessed, e.g. low, medium or high?</p>	<p>Yes</p>
<p>— Notes</p> <p>See SWMS</p>	

Have all RCS exposure risk assessments identified been documented in writing?	Yes
<p>— Notes</p> <p>See SWMS</p>	

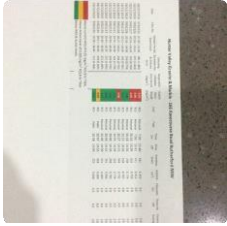

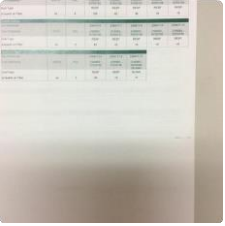


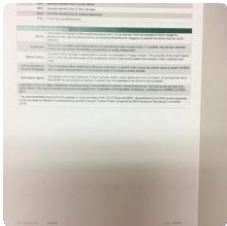
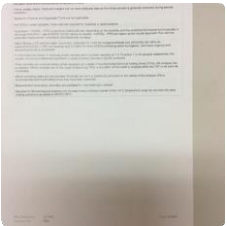
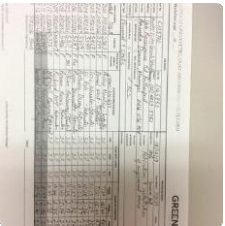
Control of RCS Exposure Risk, RPE & PPE

Has the organisation documented controls that are used to minimise or eliminate hazards identified and assessed in the risk register?	Yes
<p>— Notes</p> <p>See SWMS and Risk Register</p>	
Can the organisation demonstrate it has considered the "six-step hierarchy of control"?	Yes
<p>— Notes</p> <p>See SWMS. Sighted good work practices and control of RCS hazards.</p>	
Has the organisation, in consultation with employees, identified the training needs in relation to performing work activities associated with RCS, including training in the use of Respiratory Protective Equipment (RPE)?	Yes
<p>— Notes</p> <p>In Task-Specific Training Records</p>	
Has the organisation ensured that all personnel (including contractors and visitors) have undertaken training appropriate to the identified needs associated with the RCS hazards and risks?	Yes
<p>— Notes</p> <p>Workers are trained; however, no contractors employed by the company</p>	
Have personnel been assessed as competent, on the basis of skills achieved through education, training or experience, to use RPE for work activities associated with RCS, taking into account the obligations, hazards and risks associated with the work activities?	Yes
<p>— Notes</p> <p>Training topics & records cited.</p>	
Has the training provided been carried out by persons with appropriate skills, knowledge and experience in identifying, managing and controlling RCS hazards and risks?	Yes
<p>— Notes</p> <p>Training topics comprehensive.</p>	
If Yes, did the training cover the following:	
Why RPE is required.	Yes

When RPE is required to be worn.	Yes
How RPE works.	Yes
Limitations of RPE.	Yes
How to correctly put on and take off RPE.	Yes
How to conduct a negative and positive pressure fit check.	Yes
How to clean and maintain RPE.	Yes
When and how to replace filters.	Yes
How and where to store RPE when not in use.	Yes
After implementing RPE controls, are remaining risks minimised with suitable PPE as per the guidance within the Safe Work Australia (SWA) Code of Practice: How to Manage Work Health and Safety Risks, May 2018.	Yes
Has PPE been selected to minimise risk to health and safety, including by ensuring that the equipment is suitable for the nature of the work?	Yes
<p>— Notes</p> <p>RFT records cited.</p>	
Has PPE been selected to minimise risk to health and safety, including by ensuring that the PPE is of suitable size and fit and reasonably comfortable for the worker who is to use or wear it?	Yes
<p>— Notes</p> <p>RFT records cited.</p>	
Have workers been provided with items such as rubber boots, disposable clothing (suits) and/or aprons to prevent contamination of clothing?	Yes
Have facilities been provided to allow workers to change RCS contaminated clothing prior to leaving the designated work areas and such contaminated clothing managed by the organisation i.e. not taken home?	Yes
Is there processes in place to ensure PPE is maintained, repaired and replaced so that it continues to minimise risk to the worker who uses it, including by ensuring that the equipment is clean and hygienic, and in good working order?	Yes

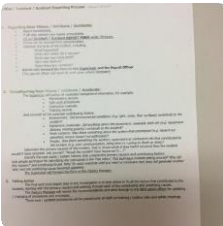

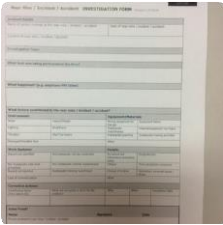
Have workers been provided with information, training and instruction in the proper use and wearing of PPE, and the storage and maintenance of PPE?	Yes
<p>— Notes</p> <p>Training records cited</p>	
Are there processes in place to ensure that workers are- so far as reasonably able- use or wear the PPE in accordance with any information, training or reasonable instruction and must not intentionally misuse or damage the equipment?	Yes

Evaluation and Verification

Has workplace exposure monitoring been undertaken in areas where there is the risk of exposure to RCS?	Yes
<p>— Notes</p> <p>Monitoring conducted on 18 December 2019. Air monitoring results attached.</p> <p>— Photos</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Photo 12</p> </div> <div style="text-align: center;">  <p>Photo 13</p> </div> <div style="text-align: center;">  <p>Photo 14</p> </div> <div style="text-align: center;">  <p>Photo 15</p> </div> <div style="text-align: center;">  <p>Photo 16</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;">  <p>Photo 17</p> </div> <div style="text-align: center;">  <p>Photo 18</p> </div> <div style="text-align: center;">  <p>Photo 19</p> </div> </div>	
Has the airborne concentration of RCS at the workplace been below the relevant exposure standard?	Yes
<p>— Notes</p> <p>Results for two installers and two fabricators were elevated and above the updated Workplace Exposure Standards for Airborne Contaminants of 0.05mg/m³. However, the results were below the current NSW legislated limit of 0.1 mg/m³.</p> <p>All other monitoring results were below the updated exposure standard and indicate a good control of RCS dust and associated risk.</p>	
Has monitoring been undertaken to determine whether there is a risk to health of personnel?	Yes

Has the monitoring program been approved by a Competent Person, for example a certified occupational hygienist (COH), full member of the Australian Institute of Occupational Hygienists or international equivalent qualification, or a person deemed competent through appropriate training and experience?	Yes
Are all monitoring activities conducted by a Competent Person?	Yes
Are the results analysed statistically, and compared to Safe Work Australia's most current workplace exposure standards (published in the hazardous chemical information system (HCIS) which is available on Safe Work Australia's website)?	Yes
Are records of monitoring kept in accordance with regulatory requirements, and workers provided with their exposure monitoring data, generally in a letter?	Yes
<p>— Notes</p> <p>Workers should be provided with the results of air monitoring.</p>	
Is an Occupational / Respiratory Physician engaged to determine the requirements for health surveillance and oversee the health assessments of workers exposed to RCS hazards and risks?	Yes
<p>— Notes</p> <p>Personnel have undergone health evaluations through the Lung Bus. Records sighted.</p>	
Are workers at risk of RCS exposure regularly attending a registered Occupational Physician, as part of a health surveillance program?	Yes
<p>— Notes</p> <p>No worker has been identified to be at risk; however, processes are in place to ensure ongoing health surveillance.</p>	
Are workers at risk of RCS exposure undergoing Pre-employment health assessments?	Yes
<p>— Notes</p> <p>Pre-employment health assessment have been introduced in line with updated standards.</p>	
Are workers at risk of RCS exposure undergoing ongoing health surveillance?	Yes
<p>— Notes</p> <p>Health surveillance processes are in place and will be conducted yearly.</p>	
Are workers at risk of RCS exposure undergoing Post-employment assessments?	Yes
<p>— Notes</p> <p>Health surveillance processes are in place and post employment assessment will be conducted.</p>	

Are workers informed of the need for health surveillance requirements?	Yes
Does the Organisation cover all health surveillance costs?	Yes
Are Health assessment and surveillance reports confidentially kept for the minimum required period?	Yes
<p>— Notes</p> <p>Workplace informed of the requirements with new procedures implemented to address these requirements.</p>	
Does the organisation have a program to ensure that RCS Engineering, Administrative and PPE controls are verified as being effective, and is there some form of action plan that documents scheduled future plans for minimising exposure to RCS?	Yes
Does the organisation use control processes or other methods of controlling RCS risk?	Yes
<p>— Notes</p> <p>Wet-cutting conducted in all production processes.</p>	
Inspections of the workplace during operations to ensure that SWPs, SWMS or other procedures are being followed.	Yes
Visual inspections / Walkthroughs to visually ensure that equipment and controls are operating satisfactorily.	Yes
Review of documentation and records.	Yes
Regular equipment maintenance is occurring as required.	Yes
<p>— Notes</p> <p>Maintenance records cited.</p>	
Discussions with workers to identify ongoing RCS hazards and ensure controls are working effectively.	Yes
<p>— Notes</p> <p>RCS hazards and risk controls are discussed during Toolbox Talks.</p>	

<p>Are workers encouraged to report all incidents and near misses relating to potential RCS exposure?</p>	<p>Yes</p>
<p>— Notes</p> <p>See Near Miss/Incident/Accident Reporting Process.</p> <p>— Photos</p> <div style="display: flex; justify-content: space-around;">   </div> <p>Photo 20 Photo 21</p>	
<p>Does the organisation have an incident management process for investigating incidents?</p>	<p>Yes</p>
<p>— Photos</p> <div style="display: flex; justify-content: center;">  </div> <p>Photo 22</p>	
<p>Where individuals have been potentially exposed to high levels of RCS, does the Organisation ensure that controls are reviewed and improved, in consultation with workers to prevent reoccurrence of incidents?</p>	<p>Yes</p>
<p>If a worker's health assessment indicates the worker may have contracted an illness as a result of exposure to RCS, does the organisation conduct a complete review of the organisations health and safety management systems/programs?</p>	<p>Yes</p>
<p>Does the organisation have in place a process to ensure the Regulator in their State or Territory is notified of a worker whose medical assessment indicates a disease relating to RCS?</p>	<p>Yes</p>
<p>Are outcomes of investigations (i.e. actions) aimed at minimising future occurrences and results of any health surveillance communicated by the Occupational Physician to the worker?</p>	<p>Yes</p>

Records

<p>Does the workplace have in place a process to manage documents that relate to RCS hazards and risks, and are these kept for appropriate time periods as per legislative requirements?</p>	<p>Yes</p>
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Does the workplace have in place a process to manage documents that relate to the training of workers and supervisors, and are these kept for 5 years?	Yes
Does the workplace have in place a process to manage documents that relate to exposure monitoring data for 30 years from the day the document was made?	Yes
Does the workplace have in place a process to manage documents that relate to Fit testing records for respiratory protection for 30 years?	Yes
Does the workplace have in place a process to manage documents that relate to Safety meetings, for 7 years?	Yes
Does the workplace have in place a process to manage documents that relate to Hazard identification, risk assessment and control, for 5 years?	Yes
Does the workplace have in place a process to manage documents that relate to Health assessments, for 30 years from the day the document was made?	Yes
Does the workplace have in place a process to ensure records are secure and private, and one that ensures the confidential storage of health records?	Yes
If an operation ceases, does the workplace have in place a process to ensure records are offered to the relevant Regulator in their State or Territory for storage?	Yes

Maintenance of Other Records

Does the workplace have in place a process to ensure that equipment maintenance records are stored in accordance with business requirements?	Yes
<p>— Notes</p> <p>Equipment maintenance records cited.</p>	
Does the workplace have in place a process to ensure that Records of workplace inspections are stored in accordance with business requirements?	Yes
<p>— Notes</p> <p>Inspection conducted by SafeWork cited.</p>	

Provision of Records to Workers

Does the business have in place a process which- upon receiving a request from workers- provides workers with records of air monitoring results?	Yes
<p>— Notes</p> <p>Air monitoring results should be provided to the workers.</p>	
Does the business have in place a process which- upon receiving a request from workers- provides workers with their health assessment reports?	Yes
<p>— Notes</p> <p>Health assessment reports should be provided to the workers.</p>	

Onsite Fabrication

General

During the audit, was there an opportunity to conduct an onsite installation inspection?

No - Not Available

Queensland Requirements



General

Does the organisation operate in the State of Queensland and required to follow the mandatory Office of Industrial Relations Code of Practice?

No - Not Required

Signature

100%

The organisation has provided sufficient evidence against all MANDATORY requirements of the Health and Hygiene Guidelines and is recommended for accreditation.	Yes
The organisation hereby authorises the Auditor to release all information pertaining to this audit to the members of AESAG.	Yes
<p>Greencap Auditor</p> <div data-bbox="193 510 568 680"></div> <p data-bbox="620 555 948 636">Mylene Sarmiento 5th Feb, 2020 9:07 PM AWST</p>	
<p>Fabricator Representative</p> <div data-bbox="193 748 552 1120"></div> <p data-bbox="604 913 948 945">6th Feb, 2020 10:12 AM AWST</p>	