

6.8 Guiding Mobile Equipment Into and Out of the Workshop

A spotter is required when bringing machinery into or out of the workshop. Prior to bringing mobile equipment into the workshop bays, the spotter will first conduct a walk-around inspection of the mobile equipment checking for hazards and other nearby maintenance activities. When driving only onto the apron a spotter is required if identified in a worker's pre task hazard assessment (60 seconds for safety).

Before bringing equipment into the workshop the following tasks should be completed

- Dump Trucks - The spotter will stand at a safe distance no less than 10 meters from the unit where the operator can see them. Once ensuring personnel are clear from line of fire, the spotter shall direct the operator to raise the body and check for hang-up. If the body is not clear the operator shall return to the pit to have the body cleared or apply appropriate controls to manage hang-up (barricading).
- Water trucks- inspected to ensure tank is empty before entering the workshops.
- Fuel tankers - inspected to determine the level of fuel in the tanker.
- Drills - inspected to ensure all tools and fitments are fastened.
- Front end loaders - inspected to ensure that there is no hang-up in the bucket.

Positive communication between the operator and spotter must take place before mobile equipment is moved. The spotter and operator are to discuss and agree on the route that the mobile equipment is to be taken and whether the mobile equipment is to be entered front or rear end first in the workshop (or parked on the apron outside the workshop).

The spotter must stand at a safe distance at least ten meters away from the mobile equipment whenever practical. If required to spot within 10 meters they must never be within 3 meters of the equipment. They must always be in the line of sight of the operator and out of the line of fire. The Equipment Operator must stop the equipment immediately if the spotter is in the line of fire, within 3m of the equipment or out of the line of sight.

Depending on the hazards additional spotters or radio communication may be required.

When the mobile equipment is in the required location, the equipment shall be Safely Parked and wheel chocks applied if not fundamentally stable.

The process for guiding mobile equipment out of the workshop requires all the above mentioned controls to be in place, ensure wheel chocks are removed and the travel path is clear.

The mobile equipment can be placed on the "go line" for pick up at a later stage, or if moved out of the workshop/service bay by a production operator, then taken directly back into the mining production area.

When the mobile equipment unit is moved out of the workshop by a maintenance operator it is to be Safely Parked on the "go line".

The Maintenance Supervisor (or delegate) will inform dispatch that the mobile equipment is on the "go line" and available for return to work.