



DCN Drilling

Drilling and Geotechnical Drilling Specialist



**Health, Safety and Environment
Site Specific Management Plan
{Insert Job Title}**





INTRODUCTION AND OVERVIEW HSE MANAGEMENT SYSTEMS	4
.....	7
SCHEDULE 1	7
HEALTH, SAFETY AND ENVIRONMENT	7
SITE SPECIFIC PLAN	7
2. INTRODUCTION.....	8
3. TEAM AND CONTACT DETAILS	8
4. PROJECT MOBILISATION.....	9
5. SITE AND ACCESS	9
6. INDUCTIONS	9
7. LEGISLATIVE COMPLIANCE.....	10
8. GENERAL SITE REQUIREMENTS	10
8.1. DRILL RIGS AND EQUIPMENT.....	10
8.2. GENERAL TOOLS AND EQUIPMENT ACCESS.....	11
8.3. CHEMICAL APPROVALS	11
8.4. MAINTENANCE SYSTEMS	11
8.5. TRAFFIC AND MOBILE PLANT MANAGEMENT.....	11
8.6. SMOKING IN WORK PLACE	12
8.7. ALCOHOL, DRUGS AND OTHER MEDICATION	12
8.8. FIRE EQUIPMENT	12
8.9. FIRST AID.....	12
8.10. HOUSE KEEPING.....	13
8.11. AREA SPECIFIC HAZARD	13
8.12. PERSONAL PROTECTIVE EQUIPMENT	13
8.13. REPORTING WORKPLACE OSH & ENVIRONMENTAL INCIDENTS	14
8.14. EMERGENCY PROCEDURES.....	14
8.15. ADDITIONAL ON SITE HEALTH AND SAFETY DOCUMENTATION	15
9. WORK METHODOLOGY	15
10. MACHINERY/PLANT	15
11. PROGRAMME OF WORKS	16
12. CONTACTS FOR THE WIDER TEAM.....	16
13. REFERENCES AND ASSOCIATED DOCUMENTS	16
14. DOCUMENT CONTROL	16



Health, Safety and Environment Policy

DCN Drilling is committed to ensuring the health, safety and welfare of all employees and contractors and to minimise environmental impacts to the communities in which it operates. DCN Drilling acknowledges that Health, Safety and Environment (HSE) is a critical component of business and recognises its responsibilities under the legislation, regulations and codes of practice.

Through the Health Safety and Environment Management System, DCN Drilling will formalise systems of work, define responsibilities and adopt a high standard of care for the natural environment.

The HSE Management System ensures the health, safety and welfare of all workers and recognises the diversity and unique environmental values of the region, it ensures:

- ✓ All Projects operate to the highest standards to protect workers, the public and the environment
- ✓ Implementation of an effective HSE systems that identifies, assesses and controls risk
- ✓ Effective, safe systems of work developed in consultation with employees
- ✓ Impacts are minimised by pollution prevention, clean production technologies and waste minimisation programs
- ✓ Appropriate information, instruction, training and supervision of all employees
- ✓ Enhanced programs and procedures designed to continuously improve HSE outcomes
- ✓ HSE performance objectives and targets are set and delivered as part of annual planning
- ✓ Evaluation of HSE performance by regular monitoring and audit

Authorised by:

Dave Penney
Company Director



INTRODUCTION AND OVERVIEW HSE MANAGEMENT SYSTEMS

Purpose

DCN Drilling Health, Safety and Environment (HSE) Management System ensures consistent and effective implementation of quality systems across each project, site and drilling operation.

This HSE Management System is designed to meet client expectations, align with Company values and standards whilst maintaining compliance with relevant legislation.

This approach ensures DCN Drilling management and supervisors have appropriate direction, systems, processes, toolkits and training to enable effective implementation of HSE systems and standards.

Effective implementation of HSE Management Systems drives continuous improvement in performance and ensures the system remains effective, widely used and communicated throughout the business.

The effective implementation, monitoring and review of the 12 HSE Management System elements ensures:

- The safety of employees, customers and surrounding environments
- Risk identification and control reducing both business and HSE risk
- Effective business planning and delivery of objectives and targets
- Demonstration of legal and regulatory compliance
- Reduction of incidents and illness, therefore reducing downtime
- Engagement and motivated staff with better, safer working conditions
- Adoption of innovative and forward thinking approach
- Increased efficiencies
- Robust maintenance management systems
- Quality competency based training programs
- Efficient management of environmental footprint
- Effective performance monitoring and audit
- Improved stakeholder satisfaction, greater credibility with legislators and industry peers

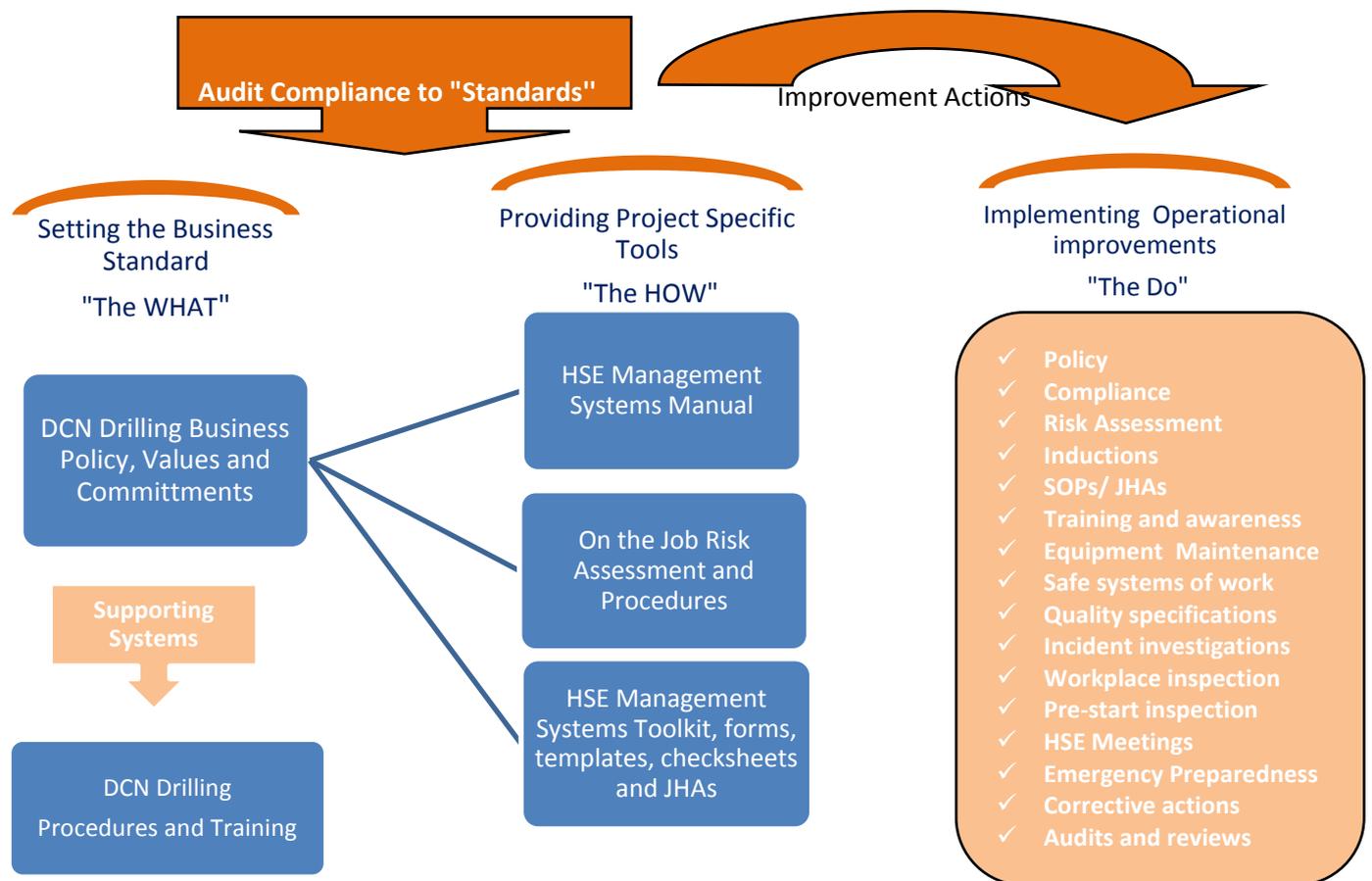




Scope

This HSE Management System applies to all DCN Drilling existing, impending and future Projects, and outlines the specific standards required whilst working on any site in which the Company has control. It is supported by Project and site specific HSE programs required as part of contract agreements, licence conditions and as determined by individual Project risk profiles and business requirements.

Figure One - HSE Management Systems Linkages

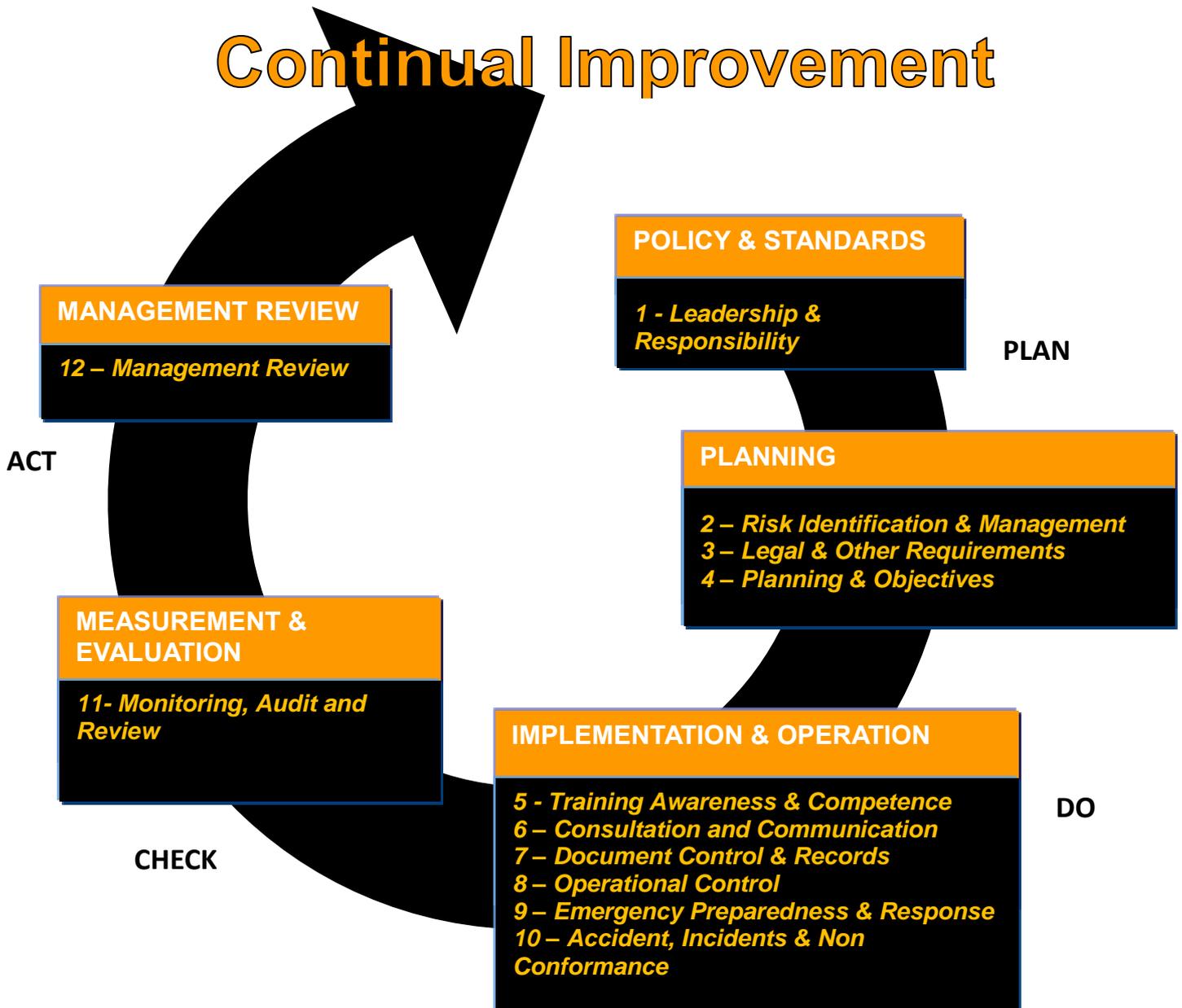




HSE MANAGEMENT SYSTEMS OVERVIEW

DCN Drilling adopts an integrated approach to Health, Safety and Environmental Management Systems that align to AS/NZ 4801 Occupational Health and Safety Management Systems and ISO 14001 Environmental Management Systems. The framework for the HSE Management System is based on a continuous improvement methodology that incorporates the full cycle of setting the standards, planning, implementation followed by audit, review through to performance improvements.

Figure Two - HSE Management System Standards as part of the continuous improvement model.





SCHEDULE 1
HEALTH, SAFETY AND ENVIRONMENT
SITE SPECIFIC PLAN



1. INTRODUCTION

This Site Specific HSE Plan is to be read in conjunction with the overarching DCN Drilling HSE-01 Health and Safety Management Systems Manual. This plan details the specific requirements for Health and Safety required to safely undertake the following works:

{Insert Job Description, location and client}

2. TEAM AND CONTACT DETAILS

DCN Drilling Ltd crew currently consists of the following:

Supervisor	Dave Penney	0274 735 011
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Drillers	Corey Penney	0214 73511
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Allan Clark	0214 73552
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Lance Vuglar	0214 73551
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James Robertson	0214 73522
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Offsiders	Vincent Fox	0279 211089
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Wayne Andrews	0272 922053
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Liam Bethell	0279 429 066
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Antoni Temperley	0210 815 1457
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Designated First Aiders:

Dave Penney	Corey Penney
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Allan Clark	Lance Vuglar
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James Robertson	Vincent Fox
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Wayne Andrews	Liam Bethell
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Antoni Temperley	
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3. PROJECT MOBILISATION

DCN Drilling Ltd have systems in place to manage mobilisation of new projects and ensure consultation with the Client to ensure effective implementation of formal HSE Management Systems at the commencement of Operations. The Project mobilisation processes address:

- Client contractual arrangements and requirements
- Project specific risk assessment and controls
- Control of environmental aspects and impacts
- Environmental licence conditions
- Legislation requirements
- Equipment and services requirements
- Mobilisation and implementation plan (where required)
- Safe systems of work - JHAs and SOPs
- Training and competency requirements
- Emergency Response

4. SITE AND ACCESS

Each Project and Client will have their own specific requirements for site access, inductions, equipment checks and standards for personnel and equipment to enter site. These requirements are discussed and detailed during the Project mobilisation phase, all DCN Drilling personnel are to comply with Client and Company requirements.

All personnel must sign in and out of DCN Drilling Ltd register where required. Children under the age of 15 years or pets of any kind are not permitted on site.

Site access requirements for DCN Drilling employees and contractors for this specific project are detailed below:

{Insert site location and access requirements}

5. INDUCTIONS

All personnel entering DCN Drilling Sites shall undertake relevant employee, contractor or visitor inductions as required by DCN Drilling, in addition to any site access inductions required by the Client. Successful completion of the site induction shall be recorded on the company induction forms. A full copy of site rules and processes will be explained in the induction procedure.

All employees commencing work on site must:

- Successfully complete the Site Safe induction and site specific program
- Complete site orientation and familiarisation
- Complete training needs assessment and undertake relevant competencies

Additional induction requirements for this works includes:

{Insert specific client induction process for this job, if any}



6. LEGISLATIVE COMPLIANCE

DCN Drilling have systems in place to identify relevant legal and other requirements, all personnel must comply with the requirements of the Health and Safety Act and the Resource Management Act, at all times whilst out on site. DCN Drilling legal compliance systems ensure:

- Identification and monitoring of legislative changes
- Compliance with statutory permits and licences
- Health and Safety Management Systems designed to National Standards

DCN Drilling Ltd employees have undertaken instruction on basic legal requirements and their responsibilities under the Health and Safety In Employment Act.

7. GENERAL SITE REQUIREMENTS

DCN Drilling Ltd will provide a safe place of work, and employees and contractors must work in a safe manner. All employees and contractors have a legal responsibility to ensure a safe workplace and protection of the environment. Employees must co-operate with management in complying with the law by following all rules, signs and instructions and making proper use of safety and environment protection equipment.

Failure to adhere to the relevant rules and instructions may lead to disciplinary action or termination of employment.

Employees and contractors working on site having obligations under the Health and Safety Legislation and failure to meet those obligations could result in penalty.

DCN Drilling Ltd's clients have certain Safety and Environmental conditions that must be complied with, all contractors and employees must assist DCN Drilling Ltd to meet those requirements.

This document is to read in conjunction with the DCN Drilling Ltd HSE-01 Management Systems Manual and the HSE-05 Induction Training Program.

7.1. DRILL RIGS AND EQUIPMENT

DCN Drilling Ltd drill rigs and equipment are fit for purpose, maintained in safe operating condition, have been issued with required license and certification, have the required safety features and be operated by competent operators.

All mobile equipment are checked and inspected prior to being approved for use on a DCN Drilling Ltd Project. Mobile equipment inspections include requirements for the provision of maintenance history, service records, licences and appropriate safe operating features including:

- Licence and certification requirements
- Fire protection, detection and suppression systems
- Access / egress operator protection
- Personnel restraining devices (lap or body seat belts)
- Secondary breaking systems, fail safe emergency stops and shut downs
- Remote control systems if required
- Fluid systems level indicators
- Tire management (unplanned release of pressure, ejection of tyre components, tyre fires)



- Operator exposures vibration, noise, dust, heat, cold
- Warning devices pre-start, reverse, lights, beacons, reflector strips
- Power steering manual devices in the event of engine/power failure
- Guards and shields
- Electrical component protection

Defects are reported and rectified as part of the maintenance program or immediately if the defect poses a risk to health, safety or the equipment.

7.2. GENERAL TOOLS AND EQUIPMENT ACCESS

All DCN Drilling Ltd tools and equipment are maintained in safe working condition and meet inspection, certification or licensing conditions including:

- Electrical equipment tagged with current inspection tags
- Hand tools in safe working order
- Guards and safety devices fitted to tools and equipment
- Lifting equipment, hooks and lanyards have current inspection tags

Tools and equipment are only used by trained and competent operators.

7.3. CHEMICAL APPROVALS

All hazardous substances used by DCN Drilling Ltd have an associated Material Safety Data Sheet (MSDS) which details the safe use, precautions and chemical properties of the substance.

MSDS's are maintained on each rig within the HSE Drill Rig Folder.

Storage, handling and transport of hazardous substances shall be in compliance Hazardous Substance and New Organisms (HSNO) Act.

7.4. MAINTENANCE SYSTEMS

All DCN Drilling Ltd plant and equipment are maintained in a serviceable and safe condition, equipment is logged and registered within the maintenance system. The maintenance system includes details of any required schedules required preventative, certification, breakdown and regulatory inspections and maintenance.

Contractor owned plant is inspected prior to being used on site and is subject to compliance against DCN Drilling Ltd and Client requirements.

7.5. TRAFFIC AND MOBILE PLANT MANAGEMENT

Traffic and mobile plant management hazards are considered at each Project Site including:

- General road safety and rules
- Speed limits in prescribed areas



- Rights of way on roads, intersection and roundabouts
- Procedures for breakdown and recovery
- Loading areas
- Procedures for loads and escorts
- Parking that includes minimising the risk of runaways on grades
- Separation of drilling operations and light vehicle parking areas
- Restricted access
- Overhead power lines
- Windrows and road markers
- Lighting and lighting plants
- Stock management, gates and notifications

7.6. SMOKING IN WORK PLACE

Smoking is not permitted in any enclosed or partially enclosed workplace building or in company vehicles. Site inductions will inform staff of relevant requirements for that site.

7.7. ALCOHOL, DRUGS AND OTHER MEDICATION

Alcohol and illicit drugs are not permitted on site, with the requirement that personnel attending site must present in a fit state to perform their required duties. Random testing may be undertaken.

Personnel must not be under the influence of alcohol or illicit drugs whilst on site.

Personnel on prescribed or over the counter medication that could impact on their ability to perform their duties, must inform the on-site Supervisor of their potential impairment, to allow a risk assessment of the situation prior to work commencing.

7.8. FIRE EQUIPMENT

All DCN Drilling Ltd rigs and support vehicles are fitted with firefighting equipment and are regularly maintained, inspected and where required serviced. Daily inspections of fire equipment are included within the Drill Rig Pre-start Inspection.

All DCN Drilling staff are instructed in basic firefighting as part of the competency based training program.

Drill crews must familiarise themselves with the location of other firefighting equipment on Client sites, this is generally undertaken during site specific induction.

Any fire equipment found to be defective is reported to the Site Supervisor and replaced as soon as possible. All fire incidents and activation of firefighting equipment are reported and investigated on the Accident Incident Investigation forms.

7.9. FIRST AID

First aid kits are located in all DCN Drilling Ltd vehicles and are maintained and inspected monthly. Use of these kits must be reported to Site Supervisor.



All injuries must be reported to Supervisor and all first aid treatment must be recorded on the sites injury reporting form.

DCN Drilling Ltd ensure basic first aid training is undertaken by an appropriate selection of nominated employees.

Emergency assistant can be obtained by using the site emergency information form.

7.10. HOUSE KEEPING

DCN Drilling crews have been instructed and are familiar with requirements of maintaining good housekeeping both during operations and following completion of works including:

- Disposal of wastes in compliance with site / clients procedures
- Spill clean ups and decontamination
- Importance of protection of water ways from contamination
- Appropriate placement of mud pits
- Effective drill site clearance and set up reducing safety and environmental harm

Drill site housekeeping forms part of the weekly and monthly inspection program.

7.11. AREA SPECIFIC HAZARD

A copy of site hazards is attached along with a copy of the additional hazards identified by DCN Drilling Ltd. Daily hazard identification forms must be completed and signed off by all relevant personnel. These forms must be made available at all times.

7.12. PERSONAL PROTECTIVE EQUIPMENT

DCN Drilling Ltd shall ensure all employees are supplied with relevant personal protective equipment (PPE) for the task they are required to perform.

Employees are required to wear basic PPE whilst in operational works areas these include:

- Steel capped safety boots
- Hearing protection
- Protective eyewear
- Overalls
- Hard hats

PPE must be worn in accordance with the minimum requirements.

Safety Hard Hats (complaint with AS/NZS 1800)

- To be worn in all areas
- Except when inside enclosed vehicles, offices, and control or lunch rooms.



Safety Footwear (compliant with AS/NZS 2210.2)

- To be worn in all areas.

Hearing Protection (compliant AS/NZS 1269)

Exemption

- Only where required by site, and for tasks at elevated noise levels e.g. grinding etc.

High Visibility Clothing (compliant AS/NZS 4602: 1999)

- To be worn in all areas of the site.
- Long sleeve, ankle to wrist cover.

7.13. REPORTING WORKPLACE OSH & ENVIRONMENTAL INCIDENTS

DCN Drillings Ltd accident incident reporting and investigation systems requires all safety and environmental incidents and hazards to be reported and investigated. Drill Supervisors are instructed in the accident incident reporting and investigation system which includes requirements for:

- Reporting of serious events directly to DCN Management
- Reporting of incidents to the client representative and principal
- Use of the accident incident investigation forms and records
- First incident response
- Controls to prevent recurrent or escalation of the incident/hazard

HSE-10 Accident / Incident Reporting Forms are available in all DCN Drilling Ltd – Drill Rig HSE Folders located on each rig.

Statutory reporting requirements are completed by DCN Drilling Ltd Management, in consultation with the Client Representative.

7.14. EMERGENCY PROCEDURES

DCN Drilling Ltd have in place an Emergency Response Plan that addresses emergency risks, these systems include:

- Development of a base emergency plan
- Training of employees, contractors, and visitors in emergency procedures
- Up to date emergency contact listings within each HSE Drill Rig Folder
- Instructions for activation of emergency medical care and external emergency services
- Evacuation and muster points
- Emergency response equipment locations and maintenance program
- Clean up and remediation procedures for materials that pose significant risk

Client site specific emergency procedures are adopted by DCN Drilling Ltd as appropriate.



7.15. ADDITIONAL ON SITE HEALTH AND SAFETY DOCUMENTATION

- Daily hazard identification
- Generic site hazard register
- Incident/accident reports
- Daily toolbox safety meeting sheets
- Safe operating procedures booklet

8. WORK METHODOLOGY

The methodology (following approval being given to commence work and access the site) will be:

- {Insert Specific Work methodology for project here}
-
-
-
-
-
-

9. MACHINERY/PLANT

The following plant will be utilised on site:

- Drilling Rig (tractor mounted or similar)
- Water Supply Pump, hoses and all necessary tooling to complete the drilling.
- Drillers Transport (Truck or similar)
- Consultant's car or 4X4

Additional Equipment will include: Cameras, Notepads, GPS, and Computer for logging.



10. PROGRAMME OF WORKS

Works Step	Expected Date	Comments
Inductions		
Start Date		
Progress Update (required Y/N)		
Finish Date		

11. CONTACTS FOR THE WIDER TEAM

Party	Contact Person	Mobile Number
DCN Drilling Ltd	Dave Penney	0274 735 011
DCN Drilling Ltd		
{Insert Client Contact}		

12. REFERENCES AND ASSOCIATED DOCUMENTS

References to associated documents and supporting management plans, forms and templates can be found within the DCN Drilling Document Register.

13. DOCUMENT CONTROL

Version	Date	Description	Author	Approved
Version 1		HSE-01 DCN Drilling - Site Specific HSE Plan	Dave Penney	Dave Penney
Version 2 Draft 1	July 15	HSE-01 DCN Drilling – Site Specific HSE Plan	HSE Team	



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