



v Drill Site Audit Checklist

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| Site Location: | | Equipment and Rigs: |
| Date: | | |

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| Drill Crew: | |
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| Criteria | Yes /No | Action |
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| 1. Access to Drill Site | | |
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| Are the access roads/tracks to the drill site well formed steepness and width. | | |
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| Are roads suitable for the vehicles and machines in use | | |
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| Is edge protection in place where required | | |
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| 2. The Drill Site | | |
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| Is the drill site safe from natural hazards (eg falling rocks, trees or branches, vertical openings, sheer drops) | | |
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| Have overhead powerlines or underground services been identified | | |
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| Does the drill site allow: <ul style="list-style-type: none">• clear access• good visibility (no blind spots)• suitable working space• parking area• escape routes in case of emergency | | |
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| Is the drill site free of litter and slips, trips and falls hazards | | |
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| Is the drill site level and stable | | |
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| 3. Drill Rig Work Area | | |
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| 3.1 Set Up | | |
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| Are the drill rig jacks on a suitable foundation | | |
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| If jacks can be locked in position, are they secure | | |
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| Barriers and cones | | |
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| DCN Sign | | |
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| Criteria | Compliance Yes/No | Action |
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| 3.2 Access | | |
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| | | |
|---|--------------------------------|--|
| Is the ground around the drill rig free from litter and slips, trips and falls hazards | | |
| Are walkways clear | | |
| 3.3 Inspection and Maintenance | | |
| Are there specification/service manuals on site covering the rig and additional equipment? | | |
| Are the pre-start checks completed fully and signed off | | |
| Are defects logged on the pre-start inspections rectified | | |
| Is there a system for recording/reporting mechanical faults | | |
| Are gauges, warnings, emergency stop buttons and controls on the driller's console labelled (eg clean, legible and operational) | | |
| Is there a servicing schedule in place for the equipment | | |
| Is the Driller aware of the servicing requirements | | |
| Has the required repairs and service been carried out on the equipment | | |
| 3.4 Mast and Lifting | | |
| Is the rig mast in good condition (eg no bends, twists, cracked welds or supports) | | |
| Are all bolts tightened and in place (not loose or missing) | | |
| Are pull-down/pull-back chains or cables in good condition | | |
| Are hoisting cables, wire lines and slings free from knots, kinks, whiskers or broken wires | | |
| Are winch drums and sheaves in good condition (free from signs of excessive wear, visible damage or cracks) | | |
| Criteria | Compliance Yes / No | |
| 3.5 Drill Rod Handling | | |
| Does the site layout reduce the need to handle, move or carry drill rods | | |
| Are drill rod break-out tools and equipment in good condition | | |
| Have drill rod break-out tools been checked for wear | | |
| Are the drill rods stored securely | | |
| 3.6 Atmospheric Lightening | | |
| Are procedures in place for lightening events | | |

Document Review Due:

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Are lightening rods required, if so are they installed.

If lightening occurs drilling is to be stopped

4. Equipment

4.1 Pressure

Are hydraulic hoses inspected for leaks, cuts and torn outer casing

Is any double braid wire showing

Are manifolds, exhaust pipes, turbo-chargers and mufflers in good condition and adequately guarded or heat shielded

4.2 Electrical

Are electric cables and tools in good condition and fitted with current test tag

Are electrical cables safely positioned (not a tripping hazard) and protected from damage

4.3 Dangerous Parts

Is suitable guarding in place for hot surfaces and rotating, moving and electrical parts

Is the area free from potentially dangerous objects (eg falling objects, whipping ropes or gas bottles)

If there are any potentially explosive gases around, are potential ignition sources guarded and checked

Part 2 Additional HSE Considerations

People and Amenities

Are all site personnel aware of and working free from entanglement hazards (eg loose/ragged clothing, loose bootlaces, jackets with draw strings, long hair and loose jewellery)

Is personal protective equipment used and suitable for purpose

Are precautions against extreme weather conditions (eg UV exposure or cold) taken

Emergency Procedures

Is there an emergency plan

Does it cover vehicle incidents, communication for assistance including numbers/ authorities, extraction of personnel, bush fires and notification

Are these facilities adequate and up to date:



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| <ul style="list-style-type: none">• first aid• back up communication• transport• fuel/chemicals storage• fire extinguishers• fire break | | |
| Do operators hold current first aid certificates | | |
| Are operators trained in fire prevention and fire fighting | | |
| Site Procedures | Yes/No | Action |
| Are drill rig operators aware of procedures for: <ul style="list-style-type: none">• camping (if applicable)• checking fitness for work (fatigue, heat, drugs and alcohol)• manual handling• fire prevention and fighting• working at heights• noise and dust• use of vehicles• use of portable tools• use of dangerous goods and hazardous substances• use of heaters and electricity including emergency shutdown? | | |
| Are processes in place to ensure drill rig operators comply with the above procedures or requirements | | |
| HSE Management Systems Elements | Yes/No | Action |
| HSE Management Systems Folder including: DCN Drilling Brochure DCN Drilling HSE Management Systems Manual Copies of all forms and checklists | | |
| Completed first aid kit and spill kit checks | | |
| Completed tool log checks | | |
| Completed Job Pre-start and hazard assessment form | | |
| Completed Drill log sheets – Have all logs been submitted for previous week. | | |
| Completed workplace inspections | | |
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General Outcomes

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| 1. | |
| 2. | |
| 3. | |
| 4. | |

FOLLOW UP ACTION (What):

| Who is Responsible | By When | Comp Date |
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| Who is Responsible | By When | Comp Date |
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