



## Drill Site Audit Checklist

<b>Site Location:</b>		<b>Equipment and Rigs:</b>
<b>Date:</b>		
<b>Drill Crew:</b>		

Criteria	Yes /No	Action
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### 1. Access to Drill Site

Are the access roads/tracks to the drill site well-formed steepness and width.

Are roads suitable for the vehicles and machines in use

Is access to the drill site on an exploration or mining licence clearly marked

Is edge protection in place where required

### 2. The Drill Site

Is the drill site safe from natural hazards (eg falling rocks, trees or branches, vertical openings, sheer drops)

Have overhead powerlines or underground services been identified

Does the drill site allow:

- clear access
- good visibility (no blind spots)
- suitable working space
- parking area
- escape routes in case of emergency

Are deep ponds fenced or equipped to prevent people falling into them

Is the drill site free of litter and slips, trips and falls hazards

Is the drill site level and stable

### 3. Drill Rig Work Area

#### 3.1 Set Up

Are the drill rig jacks on a suitable foundation

If jacks can be locked in position, are they secure



Criteria	Compliance Yes/No	Action
<b>3.2 Access</b>		
Is the ground around the drill rig free from litter and slips, trips and falls hazards		
Are walkways clear		
Are ladders used according to the Australian Standard AS 1567		
<b>3.3 Inspection and Maintenance</b>		
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		
<b>3.4 Mast and Lifting</b>		
Is the rig mast in good condition (eg no bends, twists, cracked welds or supports)		
Are mast pivot points and locking pins secured and in good condition		
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		
Is all lifting gear (eg chain, swivels, shackles, wire rope and slings) tagged or stamped with safe working load		
Are winch drums and sheaves in good condition (free from signs of excessive wear, visible damage or cracks)		
Do wire ropes conform to the original manufacturers specifications		
Are hoist limits regularly checked and tested		



Criteria	Compliance Yes / No	
<b>3.5 Drill Rod Handling</b>		
Does the site layout reduce the need to handle, move or carry drill rods		
Do drill rod handling procedures assist to prevent injury and include: <ul style="list-style-type: none"><li>• pre-drilling/collaring activity</li><li>• production</li><li>• pack up</li><li>• jammed drill rods</li></ul>		
Is there a drill rod handling carousel and procedure for loading the carousel		
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		
<b>3.6 Atmospheric Lightening</b>		
Are procedures in place for lightening events		
Are lightning rods required, if so are they installed.		
<b>4. Equipment</b>		
<b>4.1 Pressure</b>		
If pressure relief valves are fitted, is there a testing procedure		
Are hydraulic hoses inspected for leaks, cuts and torn outer casing		
Is any double braid wire showing		
Are all high pressure hoses in good condition and free from sharp edges		
Are high pressure hoses equipped with whip checks or flogger chains		
Are manifolds, exhaust pipes, turbo-chargers and mufflers in good condition and adequately guarded or heat shielded		
<b>4.2 Electrical</b>		
Is a residual-current device fitted to generators and regularly tested		



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		
Are the drill rig night lights and electrical fittings waterproof, clean and adequate		
<b>4.3 Dangerous Parts</b>		
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)		
Does the drill rig have an automatic cut-off device to the operator's position/seat		
If there are any potentially explosive gases around, are potential ignition sources guarded and checked		

## Part 2 Additional HSE Considerations

<b>People and Amenities</b>		
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		
If a heating system is in use, are there procedures in place to prevent and protect from any additional hazards posed such as fire, electrics, burning		
Are the crib room, toilet or washing facilities adequate		
<b>Emergency Procedures</b>		
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: <ul style="list-style-type: none"><li>• first aid</li><li>• back up communication</li><li>• transport</li><li>• fuel/chemicals storage</li><li>• fire extinguishers</li></ul>		



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• fire break		
Do operators hold current first aid certificates		
Are operators trained in fire prevention and fire fighting		
<b>Site Procedures</b>	<b>Yes/No</b>	<b>Action</b>
Are drill rig operators aware of procedures for: <ul style="list-style-type: none"><li>• camping (if applicable)</li><li>• checking fitness for work (fatigue, heat, drugs and alcohol)</li><li>• manual handling</li><li>• fire prevention and fighting</li><li>• working at heights</li><li>• noise and dust</li><li>• use of vehicles</li><li>• use of portable tools</li><li>• use of dangerous goods and hazardous substances</li><li>• use of heaters and electricity including emergency shutdown?</li></ul>		
Are processes in place to ensure drill rig operators comply with the above procedures or requirements		
<b>HSE Management Systems Elements</b>	<b>Yes/No</b>	<b>Action</b>
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		

### General Outcomes

1.	
2.	
3.	

Document Review Due:

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4.			
<b>FOLLOW UP ACTION (What):</b>	<b>Who is Responsible</b>	<b>By When</b>	<b>Comp Date</b>