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AQUAJET (W.A) PTY LTD
ABN 51 607 445 967

Health, Safety & Environmental Policy

Management acknowledges that the health, safety and environmental responsibilities are an important part of our operations.

Although ultimate responsibility rests with the Directors, management are committed to achieving these objectives through a joint consultative process with clients, employees and sub-contractors.

The management team will:

- Accept responsibility for the effective implementation of the health, safety and environmental policy;
- Observe and implement as a minimum standard, the Acts and Regulations that apply to the organisations' scope of work;
- Develop and ensure a consultative procedure is in place for all workplaces;
- Regularly review all HSE policies and procedures in a consultative process to ensure that organisational risks are identified and responsibly managed;
- Provide information, instruction and training for those exposed to workplace hazards;
- Maintain an effective risk management programme.

Employees and sub-contractors will:

- Ensure they take all reasonable steps to protect their own safety and health and that of others who may be affected by their actions;
- Comply with all agreed procedures to safeguard health, safety and environment;
- Use all protective equipment in the manner that they have been instructed, and not wilfully interfere or misuse items or facilities;
- Report all incidents/accidents as well as potential hazards in accordance with the agreed procedures.

Signed:

Rasma Jaudzems
Director

Signed:

Employee Representative

Date:

Date:

Next policy review date:

EMPLOYEE INDUCTION PROCEDURES

1. Policy

Aquajet (WA) are committed to ensuring that employees and sub-contractors are informed of the duties they are required to perform, and provided with information, instruction and training to minimise the potential for injury or harm to themselves or others.

2. Scope

The induction of all employees and sub-contractors is an important part of Aquajet (WA)'s total risk management strategy that focuses on competency of personnel, workplace environment hazard control, provision and maintenance of equipment and development of "best practice" methods of work.

Aquajet (WA)'s induction will be in addition to any client induction requirements necessary to familiarise personnel with specific work site hazards and management procedures.

3. Responsibility -

3.1 Directors

The Director is responsible to ensure that systems are in place to ensure that employees and sub-contractors are adequately provided with information, instruction and training to ensure they are competent to undertake the work for which they have been employed.

Systems are also required to be developed to ensure that permanent and non-permanent employees, client employees and the general public are not placed at risk from Aquajet (WA)'s workplace activities.

Sub-contractors are required to operate in accordance with Aquajet (WA) procedures and where applicable, client site requirements.

3.2 Operations Controller

The Operations Controller is responsible to ensure that employees and sub-contractors do not commence work, or go onto worksites until all aspects of the HSE induction are carried out, and as a minimum, cover the headings noted in "Induction Checklists".

All new employees are to be assigned an experienced "buddy" or "workmate" to assist them become familiar the new workplace and work practices.

All supervisory staff shall maintain close and ongoing contact with all new employees to assess the need for further training and developing work competence. Completed documentation is to be filed in confidential employee record files.

Baseline hearing test to be carried out within two (2) weeks of commencing employment.

Visitors, non-permanent employees and sub-contractors are to participate in either a part or full induction programme, depending on their exposure to workplace hazards.

4. Training

Managers, supervisors and those involved in induction (Safety and Health Representative – if any) shall receive training on the legal requirements covering induction procedures and Aquajet (WA) in-house procedures.

5. Procedure

5.1 The Aquajet (WA) induction programme will be split into two stages in recognition of the amount of knowledge to be absorbed in a short period of time by new employees and sub-contractors.

5.2 Stage 1 - Induction

This level of induction is designed for new employees of Aquajet (WA) who are not familiar with our operations or site requirements and will take no less than 2 hours. It introduces the new employee to the company and the site generally, and will enable a commencement of work under strict supervision and the following conditions:

- The person has a defined task in a defined area under continuous supervision;
- The person will not be permitted to leave the defined area or do anything other than the defined task without further induction and an assessment of competency;
- Any breach of this condition will warrant instant dismissal of that employee.

5.3 Matters to be discussed in the Stage 1 induction are:

- Company Safety Policy and Plans
- Conditions of employment
- Hours of work
 - ~ lunch/crib times
 - ~ clocking on and off (when required)
- Pay system
 - ~ pay period
 - ~ wages
- Completion of all documentation including:
 - ~ taxation forms, with copies of
 - ~ licences - Training & Driving
 - ~ superannuation and Membership Numbers
 - ~ bank account numbers
- Job/Time sheets
- Accident/incident/injury reporting
- Medical treatment
- Site behaviour codes
 - ~ drugs and alcohol
 - ~ environmental responsibilities
 - ~ telephone use/availability
- Emergency and evacuation procedures
- Restricted and hazardous areas
 - ~ specific workplace/site hazards
- Site driving rules
 - ~ light vehicles
 - ~ heavy mobile equipment
- General safety and health issues
 - ~ importance of team work and safety on the job
 - ~ Health, Safety and Environmental Policy & procedures
 - ~ personal protective equipment - the issue of and what to wear and when including usage and various types of eye/face protection
 - ~ personal hygiene and infectious diseases - especially relating to liquid waste disposal
 - ~ unacceptable footwear

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- Specific safety including
 - ~ housekeeping practices
 - ~ manual handling and lifting techniques
 - ~ static discharge from vacuum hose
 - ~ equipment isolation procedures including personal danger tags
 - ~ hazardous and chemical substances including discussion types of substances used, precautions required and location of Material Safety Data Sheets (MSDS's)
 - ~ working at heights (ladders, scaffolding, etc)
 - ~ working in confined spaces
 - ~ lock-out procedures - general rules when isolating equipment
 - ~ high pressure water cleaning systems
 - ~ fire fighting
 - Summary - questions
 - Completion of a questionnaire
 - Introducing the employee to others
 - Orientation tour - equipment familiarisation
 - Assessment of competency with machinery and equipment

5.4 Stage 2 - Follow-up Induction

As soon as practicable at a minimum of four weeks and no later than three months after commencement of employment, every employee and permanent sub-contractor must be re-assessed to ensure understanding of Aquajet (WA)'s site requirements. This formal follow-up induction interview based on the "must knows" and "should knows" of site safety, health and environmental issues, provides the opportunity to ensure employee understanding, restate standards and to reinforce procedural requirements.

Satisfactory completion of this interview and questionnaire enables the employee and sub-contractor access to all equipment site procedures covered in the induction.

Typical topics covered and reinforced in this induction include:

- Company overview
- HSE Policy
- Safety responsibilities
- Relevant legislation
- Aquajet (WA) HSE rules
- Major client site safety requirements
- Reinforcement of specific site requirements and hazards and noted in "Stage 1 Induction" such as:
 - ~ housekeeping
 - ~ safety signs and devices
 - ~ protective clothing
 - ~ manual handling
 - ~ anti static hose usage
 - ~ hazard reporting
 - ~ accident reporting/investigation
 - ~ medical treatment
 - ~ fire prevention/procedures/reporting
 - ~ chemical and hazardous substances
 - ~ electrical hazards/appliances/tools
 - ~ compressed air/pneumatic tools
 - ~ high pressure water cleaning systems
 - ~ protective devices
 - ~ isolation and tagging procedures
 - ~ specific procedures (i.e. working at heights, confined spaces)

6. Competency testing

Where appropriate, Aquajet (WA) may develop and conduct Competency Training Programmes for particular work procedures. These programmes may include, but are not restricted to the following activities:

- Truck driving
- First aid
- Elevating Work Platforms
- “Cherry Picker” Operations
- Excavations
- Confined space
- High Pressure Water Cleaning Systems (Hydroblasting)

- 6.1 Competency testing of work procedures/activities and equipment usage will be conducted on an annual basis following commencement of employment.

7. Records

Sufficient and adequate records will be maintained to demonstrate compliance with Aquajet (WA) policies and relevant health, safety and environmental legislation. As a minimum, the following records shall be maintained:

- Induction
 - ~ date of employment
 - ~ date of Stage 1 induction
 - ~ date of Stage 2 induction
 - ~ names of inductors and inductees
- Details of competency training completed
- Details of personal protective equipment issued
- Training course details and dates for all employees

Stage 1 Induction

Inductee:.....

- Company Safety Policy and Plans
- Conditions of employment
 - ~ Hours of work
 - ~ lunch/crib times
 - ~ clocking on and off
 - ~ Pay system
 - ~ pay period
 - ~ wages
- Completion of all documentation incl.:
 - ~ taxation forms
 - ~ copies of licences - Training & Driving
 - ~ Union Membership
 - ~ Superannuation Membership Numbers
 - ~ bank account numbers
- Job/Time Sheets
- Accident/incident/injury reporting
- Medical treatment
- Site behaviour codes
 - ~ drugs and alcohol
 - ~ environmental responsibilities
 - ~ telephone use/availability
- Emergency and evacuation procedures (incl. phone numbers and first aid)

- Restricted and hazardous areas
 - ~ specific workplace/site hazards
- Site driving rules
 - ~ light vehicles
 - ~ heavy fixed and mobile equipment
- General safety and health issues
 - ~ importance of team work and safety on the job
 - ~ Health, Safety and Environmental Policy & procedures
 - ~ Duty of Care responsibilities to self & others including general public
 - ~ Right to refuse hazardous work
 - ~ Issue resolution procedures
 - ~ personal protective equipment - issue of and what to wear and when including usage and various types of eye/face protection
 - ~ unacceptable footwear
 - ~ personal hygiene and infectious diseases - especially relating to liquid waste disposal

- ~ housekeeping practices
- ~ manual handling and lifting techniques
- ~ use of anti static hose
- ~ equipment isolation procedures including personal danger tags
- ~ hazardous and chemical substances - precautions required
- ~ location of MSDS's
- ~ working at heights (ladders, scaffolding, etc)
- ~ working in confined spaces
- ~ lock-out procedures - general rules when isolating equipment
- ~ high pressure water cleaning systems
- ~ fire fighting
- Successful completion of a questionnaire
- Introducing the employee to others
- Orientation tour equipment familiarisation
- Assessment of competency with machinery and equipment

I acknowledge that I have been advised on all of the above headings and I have had the opportunity to ask questions about anything that I have not understood. I have also been issued with, and instructed in the correct usage of personal protective equipment.

I accept that compliance to safeworking procedures is a condition of my employment and a requirement under the Occupational Safety and Health Act.

Signed (Inductee): Date:

Signed (Inductor) : Date:

This Stage 1 Induction introduces the new employee to the company and site activities in a general way. It allows commencement of work under strict supervision

Stage 2 Induction

Employee name: Employment Start Date:

Position: Assessor name:

Performance Criteria	Assessment of Competencies (in the workplace)	Date
Reinforcement of procedures in Stage 1 Induction		
<p>Hazards:</p> <p>Able to recognise and competently discuss the significant hazards and control methods associated with Aquajet (WA) activities.</p> <p>Able to correctly demonstrate the use and maintenance of personal protective equipment.</p> <p>Able to explain the various symbols used on OSH signage, particularly those associated with client industries.</p>	(Make a note of the hazards/procedures assessed)	
<p>Accidents and Emergencies</p> <p>Understands the procedures to be followed in the workshop and on site for reporting accidents/injuries and can discuss the different procedures for sites. Knows the location of first aid facilities and the emergency telephone numbers.</p>		
<p>OSH Rights and Responsibilities</p> <p>Can outline the relevant Duty of Care responsibilities</p> <p>Can identify the company OSH consultative mechanism and knows the identity and function of the Safety and Health Representative (if elected).</p> <p>Can outline the "Issue Resolution Procedure" used by Aquajet (WA) and required on sites.</p>		

I acknowledge that I have had the opportunity to ask questions about anything that I have not understood relating to Aquajet (WA) activities and the equipment that I have been assessed on. I have also been issued with, and instructed in the correct usage of personal protective equipment and understand the necessity of using it correctly when exposed to hazardous conditions that cannot be otherwise controlled. I accept that compliance to safeworking procedures is a condition of my employment and a requirement under the Occupational Safety and Health Act.

Signed (Inductee): Date:

Signed (Inductor) : Date:

This Stage 2 Induction reinforces the organisational requirements and assesses the new employee's competency with site activities and equipment. Competency allows this employee to work under less direct supervision

HAZARD MANAGEMENT PROCEDURES

1. Policy

- 1.1 All managers and supervisors are responsible for conducting health, safety and environmental risk assessments at all Aquajet (WA) workplaces.
- 1.2 An effective risk assessment involves:
 - Identifying each hazard to which a person or the natural environment is likely to be exposed
 - Assessing the risk of injury or harm to the health of the person or the natural environment resulting from each hazard; and
 - Considering the means by which the risk may be eliminated or controlled
- 1.3 It is management's responsibility to ensure that the hazards that are not possible to immediately eliminate, are formally assessed for risk and the record of each assessment is kept until they are replaced by a record of subsequent assessment.
- 1.4 Control of hazards can be achieved through self-regulation and in consultation with employees and sub-contractors, the development of policies, procedures and rules to improve health, safety and environmental performance.
- 1.5 Whilst the management of HSE issues are only effective when management, supervisors, employees and sub-contractors work together, the final responsibility for providing safe workplaces rests with the Director.

2. Hazards

- 2.1 A hazard means anything that may result in:
 - ~ injury to a person
 - ~ harm to the health of a person
 - ~ an adverse affect to the natural environment

3. Risk

- 3.1 In relation to the injury or harm, means the probability of the event occurring.

4. Practicable

- 4.1 Means reasonably practicable having regard to the severity and the risk of any potential event occurring; the state of knowledge of the event and the risk, and the means of removing or minimising the risk and the harm.

and

The availability, suitability and cost of the undertaking.

5. Hazards Associated with Aquajet (WA) Work

- 5.1 Some of the harmful conditions and substances that may be found in our working environments include:
 - Atmospheric contamination - dust, fumes, vapours, acids, alkalis. etc.
 - Biological hazards - bacterial, viruses, insects, toxic substances, dermatosis.
 - Improper illumination

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- Excessive noise and vibration
 - Radiation – mainly ultra violet from sunlight,
 - Flammable, combustible and explosive materials and processes
 - Electrical hazards
 - Static discharge from vacuum hose
 - Abnormal temperatures
 - Physical hazards - falls and falling objects, confined space, excavations, buried power and gas lines,
 - Poor/inadequate ventilation

6. Hazard Control

6.1 Aquajet (WA) promote and maintains a system of identification and control of hazards through a pro-active process which includes:

- Inspections of the workplace
 - ~ at quotation stage
 - ~ prior to work commencing
- Development of safe working procedures
- Consultation with employees, sub-contractors and clients
- Independent safety audits by consultants/safety inspectors
- Hazard reporting procedures
- Observation of work processes
- Reviewing of site management programmes
- Review of incident/accident management plans and data

7. Workplace Identification & Risk Assessments

7.1 A combined formal hazard identification and risk assessment will be conducted on all Aquajet (WA) work activities and operations before any work commences. A risk assessment is an evaluation of the likelihood of undefined events occurring and the severity of their outcome.

7.2 This process will be conducted by Aquajet (WA) personnel and a client representative using the "Safety Inspection Checklist" (JSA form) before site work commences. It should be noted that as this is a general checklist, it needs to be tailored for each specific workplace and is a means to identify the obvious actions needed to be taken.

7.3 Aquajet (WA) personnel are required to inspect their workplaces as they go about their duties, and report hazards (which they themselves cannot correct) to the client and Aquajet (WA) management using the appropriate forms.

7.4 Where hazards are identified and the risk of personal injury, property damage or environmental damage cannot be reduced to an acceptable level by on-site consultation, Aquajet (WA) personnel will cease work and shall notify the Operations Co-ordinator to resolve the matter.

7.5 The Operations Co-ordinator is required to note hazardous situations or activities that require addressing, take appropriate action, record details and advise Safety Representative/s and clients (if appropriate) of the action taken

8. Mandatory Work Procedures

To ensure that client employees and the general public are subjected to minimal hazards and risks associated with Aquajet (WA) activities, the following procedures must receive specific attention by Aquajet (WA) personnel:

8.1 Barricade Procedure

The Barricade Procedure is designed to restrict access to location roads, work areas and access ways, to control any situation where hazardous conditions are evident or potentially foreseeable, which present danger to persons, or damage to equipment or property.

Barricades are required and shall be erected in such situations as:

- overhead work
- enclosed space entry
- scaffolding work and edge protection
- chemical and product spills
- traffic and pedestrian control
- excavations
- road works
- high pressure water use

8.2 Confined Space Entry Procedure

The Confined Space Entry Procedure establishes the essential precautionary measures, necessary for persons to enter confined spaces to perform any work. "Confined Space" shall include:

- All tanks, vessels, bins, boilers, mills and kilns
- Pits, trenches, sewers and wells
- Lift shafts, duct work and ceilings
- Covered conveyors, feed chutes and transfer points
- Tank cars and tank trailers
- Electrical control panels and switchboards
- Cupboards, cabinets and safes.

The Confined Space Entry Procedure requires that every confined space shall be assessed for hazard potential, by consideration and assessment of the following hazard criteria:

- Toxic vapours
- Flammable gases
- Asphyxiants
- Explosive dusts
- Hazardous chemicals/materials (review of Material Safety Data Sheets)
- Thermal stress conditions
- Vertical and maze access and egress
- Unstable solids and overhead scale
- Dusts

8.3 Fall Prevention/Working at Heights Procedure

A risk assessment shall be conducted using the "Safety Inspection Checklist" (JSA form) where a potential exists to fall from one level to another.

Statutory regulations applicable to the prevention of falls in the workplace are covered by the Mines Safety and Inspection Regulations - Part 4, Regulations 4.4 and 4.5 (for workplaces falling under the Mines Safety and Inspection Act 1994) and Occupational Safety and Health Regulations part 3, division 5 (for workplaces gazetted under the Occupational Safety and Health Act 1984).

In every situation where a fall arrest device is required to be used, an approved "safety harness" will be the fall arrest device to be worn on all work sites.

General Note

- Safety nets shall not be used as a means of personal fall protection.
- Barricades and safety signs shall be erected below elevated work.
- Access ladders to be secured and inclined at less than 1 in 4.
- EWP's, Cherry Pickers or scaffolding to be used eliminate climbing hazards where possible.
- Fall arrest equipment to be inspected by a competent person and serviced or discarded in accordance with manufacturer's specifications and relevant Australian Standards (AS1891.3, AS2626, AS 4626, AS1576, AS1657, AS 2424).

8.4 Electrical Hazards

Where there are electrical hazards, "Isolation and Danger Tag Procedures" must be implemented to protect people and equipment from the unauthorised operation of primary isolation devices.

Clients are responsible for isolating electrical equipment and ensuring working areas are made safe before access by Aquajet (WA) personnel.

No person shall isolate any primary isolation device unless they are trained and authorised to do so.

Illegal removal of a danger tag is regarded as a serious breach of safety regulations **that will result in discipline procedures** which may include dismissal.

Electrical Equipment - Inspection, Testing and Tagging Procedure

All employees using electrical tools, appliances and extension leads are responsible for visually inspecting their electrical equipment for signs of damage and unusual wear prior to using the equipment. This is in addition to the quarterly appliance checks carried out by qualified electrical workers.

All electrical equipment used with Aquajet (WA) activities such as leads, appliances and tools including office and crib appliances shall undergo inspection and testing before initial connection and use on site. Portable electrical equipment and appliances used in offices and crib rooms shall be tested and inspected every six (6) months and appropriately tagged.

Portable electrical equipment, portable tools, extension leads, generators, welders, etc used on construction work, other than offices and crib rooms, shall be tested and inspected quarterly and appropriately tagged.

8.6 Excavation Procedure and Permits To Dig

Aquajet (WA) operations may also involve excavation and digging activities that have the potential to damage essential service facilities, eg:

- underground power cables
- sewers and drains
- process piping and facilities

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- natural gas & other fuel lines
 - foundations and footings
 - earthing networks
 - potable water lines

No excavation shall be commenced before obtaining a fully authorised "Permit to Dig" from the client. When digging in public areas, information on the location of underground services will be obtained by telephoning "1100".

INCIDENT/ACCIDENT INVESTIGATION PROCEDURE

1.0 Policy

- 1.1 Aquajet (WA) is committed to preventing illness and injuries and providing as safe and healthy workplace as practicable. It is recognised that injury or illness may still occur and therefore all accidents and incidents will be actively investigated so that actions may be taken to prevent recurrence.
- 1.0 All Aquajet (WA) employees and sub-contractors are required to notify the Operations Co-ordinator of any injury incurred in the course of their work.
- 1.1 The notification must be verbally made as soon as practicable after the injury or incident and following appropriate medical treatment, the IFAP "Accident/Incident" (Attachment1) must be completed and handed to the Operations Co-ordinator.
- 1.2 A notice of injury does not automatically give rise to a workers' compensation claim" and if medical treatment or time is lost, a "Workers' Compensation Claim - Employees Report" must also be completed and handed to the Operations Co-ordinator.

2.0 Responsibility

- 2.1 The Directors are to ensure that an "Incident/Accident Reporting System" is established and ensure that all employees and sub-contractors are aware of the system to report all accidents and near misses.
- 2.2 The Operations Co-ordinator is to ensure that all accidents, injuries and near misses are investigated and the appropriate documentation is completed forwarded to the Director within 24 hours of an incident occurring.
- 2.3 It should be noted that the place in which any serious accident has occurred shall not be interfered with, except with a view to saving life or preventing further injury, without the permission of the WorkSafe W.A. or Mines Inspector or, where the accident has proved fatal, until the Coroner has granted permission.

2.4 The Operations Co-ordinator must inform any elected Safety & Health Representative (if elected) immediately upon being advised of any accident, incident or dangerous occurrence so that they can conduct an appropriate investigation into the matter.

2.5 Employees are responsible for reporting any work-related accidents, incidents or injuries including near misses.

3.0 Notifiable Injuries/Diseases (OSH ACT)

Where certain injuries occur to Aquajet (WA) employees or sub-contractors on any site other than a minesite, it should be noted that under Section 19 of the Occupational Safety & Health Act (1984), and Regulation 2.4 of the Occupational Safety & Health Regulations (1996), the following injuries are required to be reported to WorkSafe W.A. by either telephone [(08) 93787777] or in writing using the form included in Schedule 2 of the Regulations:

- the death of a person;
- a fracture of the skull, spine or pelvis;
- a fracture of any bone ~
 - (i) in the arm, other than the wrist or hand;
 - (ii) in the leg, other than for a bone in the ankle or foot;
- an amputation of an arm, a hand, finger, finger joint, leg, foot, toe or toe joint;
- the loss of sight to an eye;
- any injury other than an injury of a kind referred to in the above which, in the opinion of a medical practitioner, is likely to prevent the employee from being able to work within 10 days of the day on which the injury occurred.

3.1 The following diseases are also required to be reported to WorkSafe W.A. if they are contracted in the course of work:

- Tuberculosis
- Viral hepatitis
- Legionnaires' disease
- HIV
- Q Fever
- Anthrax
- Leptospirosis
- Brucellosis.
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4.0 Notifiable Injuries (Mines Safety & Inspection Act (1994))

4.1 When an employee or sub-contractor are injured on a minesite, "serious Injuries" are required to be given by the fastest practicable method to the Department of Minerals and Energy District Inspector and subsequently confirmed in writing.

- A "serious injury" is defined as an injury that results in a person being disabled from following their normal occupation for a period of 2 weeks or more; or

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- Involves unconsciousness arising from inhalation of fumes or inert gases or poisonous gases or asphyxiation due to lack of oxygen by an inert gas or;
 - Results from an accident, including fuming, arising out of the use of explosives.
- 4.2 “Non Serious” are to be given to the inspectorate at the end of each month.
- 4.3 Other incidents that may occur during Aquajet (WA) activities may have to be reported including:
- Any outbreak of fires above or below ground in any mine;
 - Any breakage of rope, cable, chain or other gear by which persons are raised or lowered;
 - Any explosion or bursting of compressed air receivers, boilers or pressure vessels;
 - Every electric shock or burn to a person any every dangerous occurrence involving electricity;
 - Any incident of a person being affected by poisoning or exposure to toxic gas or fumes;
 - Any loss of control of heavy earthmoving equipment, including failure of braking or steering.

The responsibility of reporting these incidents will normally fall on the client.

5.0 Training

- 5.1 Managers, supervisors OSH Representatives shall receive training in accident investigation techniques, record keeping and reporting obligations.
- 5.2 Managers shall ensure employees are aware of the reasons for reporting and made familiar with the forms relating to accident/incident and injury reporting.

ATTACHMENT 1 - Accident/Incident Report

EMERGENCY PROCEDURES

Aquajet (WA) acknowledges that an emergency may occur as a result of an outbreak of fire, a bomb threat, earthquake or chemical spill, and there may be the necessity to evacuate the workplace.

If a fire occurs in the office/workshop area, take the following action:

- 1) Alert those in the immediate vicinity of the danger. (Do not shout “fire” as this may create panic).
- 2) Move any injured persons away from the danger and telephone the fire brigade from a safe position or from the neighbouring factory.
- 3) If safe to do so and you have been trained in the use of fire extinguishers and or hoses - fight the fire.
- 4) If the fire is getting out of control or thick smoke is being produced, leave the area immediately closing doors behind you.
- 5) If you have not been trained, not involved in fighting the fire or believe there is a risk to your safety, assess the need for evacuation and if necessary move to the fire exit.
- 6) Prepare for evacuation and obey all management instructions.

DECISION TO EVACUATE

- 1) When advised to evacuate the area, assemble at the nearest fire exit.
- 2) Assist any mobility impaired persons and advise the management if anyone from your area has not assembled.
- 3) On instructions from management, move in an orderly manner following the evacuation path to the assembly area, which is the verge opposite the main gate.
- 4) On arrival report to management and do not attempt to re-enter the site until advised to do so by the fire brigade.

Whilst it is possible that at some time Aquajet (WA) may be subjected to a “bomb threat”, all such threats are to be considered serious and to minimise the potential for injury, the fire evacuation procedure is to be followed.

