

**Site Introduction - Surface VEMP Site Access
Vehicle Equipment Machinery Plant**

No. FMO-FRM-0777

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REQUIREMENTS FOR SURFACE VEMP SITE ACCESS
(Applicable to the relevant equipment requiring access to site.)

Site approved personnel to conduct VEMP inspection and Brake test.
Machinery, equipment or Plant Hired by Fitzroy MUST be site introduced via the PRO-VEMP-0201 UG Equipment Site Introduction so an asset number and Maintenance Strategy can be implemented
VEMP Mandatory Information
Site Approval to conduct VEMP inspection ☐ Yes ☐ No

# Fitzroy Contract Holder		# Phone No	
# Suppliers Contact		# Phone No	
# Pulse identification		# Brake test frequency Refer PRO-0202-A	
# Contractor equip maintenance plan	Contractor maintenance plan established ☐ Yes ☐ No	# Fitzroy maintenance plan required	☐ Yes ☐ No
# Label Number		# Transport Height of VEMP	
Rego Number		# Fleet Number	
Machine Classification		# S/No or VIN No	
Brake test results Pass/Fail		Brake Test Date	
# Make		# Hours and/or KLM's	
# Model		# Vehicle Description	

Light Vehicles MUST have the Vehicle Authorisation/Weekly inspection Book Attached and signed by the Department Manager

NOTE: It is the responsibility of ALL PERSONNEL to exercise due diligences whilst inspecting VEMPS against this document to ensure where applicable all the required items are inspected, and all defects MUST be repaired for continued site authorisation. The contractor is to understand that the inspection process in this document are the absolute minimum to gain access on Fitzroy tenements. The VEMP will always be subject to random spot audits and may well be checked upon arrival to site prior to authorisation stickers being issued. NDT test reports MUST be supplied where required

*** LABEL IS TO BE ATTACHED ON LEFT HAND SIDE OF VEMP IN A SAFE VISIBLE POSITION**

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Fitzroy VEMP – Site Introduction/Compliance Checklist

Site Approval Check list	YES	NO
Site Brake test authorisation complete and on the site register		
Approved mechanical brake test and trade competency (certificates)		

Confirm VEMP have the following	YES	NO
Current Pre-Start book on board		
Equipment Design Risk Assessment, RPEQ Design certification or Australian Vehicle certification Attached (Road registered vehicles to provide evidence of current registration)		
Approved CDCMC/IB/FMO Operational Risk Assessment –Number-		
Photos of Vehicle and relevant certificates (R29, RS23 Audit)		

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Carry out the following checks and list defects on provided page at end of this document

VEMP SAFETY
1 MAINTENANCE AND INSPECTION

All non-compliant equipment relevant to the below inspection criteria is not to be used on site Fitzroy Mining Operations (FMO).

	Pass	Fail	NA
1.1 Check there is a prestart book in the VEMP where applicable			
1.2 Check prestart book is being completed on a regular basis			
1.3 Ensure defects recorded in prestart book have being rectified as required			
1.4 Check equipment is being routinely maintained. Service records prestart books and service stickers etc			

2 Five Star ANCAP

Five Star Rating	Pass	Fail	NA
2.1 Vehicle is Five Star ANCAP rated Yes / No			

3 ROPS or UNCE R29 Certified Cabin

Condition of R.O.P.S / F.O.P.S Canopy (if fitted) must be compliant to relevant Australian Standard

Evidence of compliance to be attached

R.O.P.S/ F.O.P.S CANOPY complies with PRO-200 requirements.	Pass	Fail	NA
3.1 Does the Vehicle have a UNRCE R29 Certified Cabin? If NOT, A ROPS/FOPS MUST Be Fitted			
3.2 Has the R29 Plaque or Build Plate for ROPS/FOPS Been Sighted? PHOTOS MUST BE PROVIDED			
3.3 Check R.O.P.S./F.O.P.S Canopy surfaces are free from any major dents, creases or significant corrosion			
3.4 Check R.O.P.S / F.O.P.S Canopy surfaces have not had any modifications such as extra holes drilled in them or had extra brackets or studs welded to them			
3.5 Check R.O.P.S / F.O.P.S Canopy has not had any obvious repair work undertaken. Look for a fish plate on a vertical beam. If repair work has been undertaken a certification label must reflect any repairs (Repair work requires NDT certificate)			
3.6 Check R.O.P.S / F.O.P.S frame is securely mounted to chassis of VEMP			

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4 Airbags, Seatbelts and Seats

	Pass	Fail	NA
4.1 Check air bag is fitted for driver's seat occupant as a minimum			
4.2 Check that there are enough seat belts fitted for all operators and passengers as listed on the vehicle compliance plate			
4.3 Inspect all fabric material for cuts or fraying			
4.4 Ensure seat belts are fitted and adequately anchored for all seats in vehicle.			
4.5 Auto retract function if fitted – Ensure the auto retract function is operational			
4.6 Test all seat belts for locking operation			
4.7 Check operator's seat is functional and in good condition			
4.8 Check all seats in vehicle for condition and operation			
4.9 Check all occupant seats are fitted with head rests both front and rear			

5 Fluid leaks

	Pass	Fail	NA
5.1 Check engine bay for oil, fuel and water leaks			
5.2 Check auto greasers are sealed, operational and not leaking			
5.3 Check Turbo charger and exhaust lagging for oil leaks or oil saturation			
5.4 Check VEMP hydraulic system components for oil leaks			
5.5 Check under VEMP for oil, fuel and water leaks			
5.6 Check all pneumatic hosing and valving for air leaks			
5.7 Leaks include all leaks on transported equipment or attached equipment to VEMP at time of inspection (pumps, generators, welders etc)			

6 Engine bay

	Pass	Fail	NA
6.1 Check battery terminals are secure and clean			
6.2 Check battery box and battery is secure and restrained			
6.3 Check leads for signs of heat and abrasive damage			
6.4 Check engine mounts are intact and secure			
6.5 Check all wiring is routed and restrained securely			
6.6 Check for insecure piping and guards			

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7 Fire extinguishers

If a fire extinguisher or suppression system does not comply with the below inspection criteria it is to be replaced. No VEMP can be operated until all fire extinguishers and suppression systems comply with the below criteria. Fire suppression shall be fitted to ALL machines working on coal.

Fire Extinguisher Requirements: Medium to Heavy vehicle class

.5kg minimum, LV vehicle class

1.5kg minimum, LV class carrying tool boxes

4.5kg minimum for vehicles carrying bulk fluid

	Pass	Fail	NA
7.1 Inspect pressure gauge on fire extinguisher and suppression systems to ensure needle is in the charged position			
7.2 Inspect test label on the fire extinguisher and fire suppression systems and record the last test tag crimp date. Within 6 months. Number FE fitted..... FE Test Dates.....FS Test Date.....			
7.3 Inspect general condition of fire extinguisher for dents to bottle or damage to actuator and all labels are to be legible			
7.4 Ensure mounting bracket is operational and extinguisher can be easily removed when needed			
7.5 All VEMP in the medium to heavy vehicle class shall have a minimum 4.5Kg Fire Extinguisher fixed securely			
7.6 All VEMP in the Light Vehicle class shall have as a minimum 1.5kg extinguisher except those that carry toolboxes and or bulk fluids they shall have as a minimum 4.5Kg Fire Extinguisher fixed securely			
7.7 Inspect all actuators and safety pins for damage and security			
7.8 Inspect fire suppression bottles for damage, security, dents and ensure hosing is intact			

8 Exhaust system

	Pass	Fail	NA
8.1 Ensure exhaust and muffler system is free of holes			
8.2 Check for missing components - support brackets, hanger rubbers etc			
8.3 Check for excessive corrosion			
8.4 Check for oil leaks of any magnitude onto exhaust system - Fire Hazard			
8.5 Check exhaust and turbo lagging in mobile plant or equipment			
8.6 Check that any exhaust exposed to operators is adequately guarded			

9 Isolation and lockout

	Pass	Fail	NA
9.1 Check the isolation points are clearly labelled and are identifying the circuit or system over which they have direct control			
9.2 Battery isolators shall be fitted and clearly identified to all fixed plant, all vehicles and heavy SME classifications. (They shall allow the battery to be isolated)			
9.3 Check condition of lockout boxes and locking stations where applicable.			
9.4 Ensure all lockout devices have a facility for positive lockout (Capable of having locks fitted)			

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10 Wheel chocks (Chock Blocks)

All Light Vehicles operating on a mining circuit and rubber tyred Medium to Heavy SME shall carry wheel chocks suitable to the VEMP

All Trailing equipment shall carry wheel chocks suitable to the VEMP

	Pass	Fail	NA
10.1 Check wheel chocks are fit for the task			
10.2 Check wheel chocks are on board and fitted securely			

11 Steering controls

	Pass	Fail	NA
11.1 Check condition of steering wheel			
11.2 Check for loose components in the steering column area			
11.3 Check steering column adjustment is operational			
11.4 Visually check under VEMP for steering component security, damage, wear and leaks			

12 Suspension

	Pass	Fail	NA
12.1 Check the suspension system for loose or hanging components			
12.2 Check shock absorbers for oil leaks or worn insulator bushes			
12.3 Check for broken springs, hangers, centre bolts and "U" bolts			

13 Cabin condition

	Pass	Fail	NA
13.1 Check interior condition of cab, look for loose components or sagging hood linings etc			
13.2 Is the cabin pressurised and sealed for dust			
13.3 Check for additional loose items on floors behind seats etc (Jacks, boxes, parts etc)			
13.4 Check all controls and gauges are operational, secure and legible			
13.5 Check operation of speedometer			
13.6 Check control pedal rubbers are fitted, not worn and secure			
13.7 Ensure air conditioning is operational			
13.8 Check there are no obstructions to airbag operation			

14 VEMP lighting and warning devices

	Pass	Fail	NA
14.1 Check operation of reverse alarm			
14.2 Test operation of audible tramming alarm if applicable			

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15 Flashing lights			
	Pass	Fail	NA
15.1 Check lights are operational and are not damaged			
15.2 Light colours are as below: AMBER for Light and Heavy VEMP RED for ambulance and fire/rescue vehicles BLUE for graders and water tankers			
16 VEMP lighting			
	Pass	Fail	NA
16.1 Check operation and condition of front headlights including low/high beam			
16.2 Check operation of RH and LH indicators front, rear and high lights			
16.3 Check operation and condition of all taillights including number plate light, all clearance lights and high lights			
16.4 Check operation of stop lights including high lights			
16.5 Check hazard light operation including high lights			
16.6 Check operation and condition of all work lights			
16.7 Check all clearance lights are operational and damage free			
16.8 Check reversing lights are operational			
17 Warning device			
Warning devices (Horn) are a requirement of ALL vehicles operating on Fitzroy mining operations	Pass	Fail	NA
17.1 Check the VEMP warning device is operational - Horn			
18 Two-way communication			
All VEMP must be fitted with a UHF radio	Pass	Fail	NA
18.1 Check two-way radio is mounted securely			
18.2 Check operation of two way – ensure appropriate channels are available			
19 Service / park brake operational and tested			
Brake tests must be successfully conducted as per CDCMC-PRO-0202 – Mandatory Brake Testing. ALL VEMP MUST attach an Electronic test meter printout original	Pass	Fail	NA
19.1 A brake test is to be conducted as per PRO-0202 during this inspection.			
19.2 Visually inspect ALL brake components for leaks, wear damage and security			
20 Positive ID Signage/call sign			
	Pass	Fail	NA
20.1 All VEMP entering the FMO sites shall be clearly identified with the following identification criteria LV-Plant number identification signage both sides of vehicle/machine HV-at front, rear and both sides of vehicle/machine			

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21 Windscreens windows and wiper/washers
VEMP GLASS

Any cracks in windscreens will be considered a failure and will require rectification.	Pass	Fail	NA
21.1 Inspect all glass windows for cracks etc			
21.2 Inspect operator viewing glass for stone chips, cracks that obstruct vision			
21.3 Ensure all mirrors are secure, intact, clean and reflective coating is in good condition			
21.4 Check operation of windscreen wipers and washers			
21.5 Check wiper blades are in good condition			
21.6 Ensure the rear window is within manufacturers specifications			
21.7 Where fitted the rear window cargo barriers of pick-up utilities are to be secure and free of damage			
21.8 ROM/Stockpile dozers MUST have 40 PSI Rated or armour plate glass fitted in all cabin glass positions.			

22 Tyres, wheels and tracks

	Pass	Fail	NA
22.1 Wheel assemblies over 600mm must comply with CDCMC-SOP-s72(a) Contractor managed tyre/rim register to be supplied on request.			
22.2 Tread Wear – Ensure all tyres have adequate tread depth. For road registered VEMP the minimum legal tread depth is 1.5mm. On the sides of the tyres you can find little arrows pointing to tread wear indicator bars. When the tread wears down to this level the tyre needs changing 			
22.3 Inspect all tyres for cracks and edge fretting. Any cracks or fretting that reveal fabric or wire means the tyre must be replaced			
22.4 Look for any oil residue on the inside or outside of the wheel. This type of oil leak could indicate a bad brake cylinder or axle seal			
22.5 Look for signs of flogging in the wheel nut area (loose wheel nuts)			
22.6 Check the wheel nut indicators are fitted All light and heavy vehicles require wheel nut indicators			
22.7 Check wheels are clean and free of obvious damage			

23 Compliance and registration plates

	Pass	Fail	NA
23.1 Compliance plate fitted, current and valid			
23.2 Check for uncertified equipment modifications			
23.3 Check number plates are in place (front and rear), secure and legible			
23.4 Check all load charts and instruction plaques are in place and legible if applicable			

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24 First aid kits

All vehicles shall have a First Aid Kit on board suitable to the relevant risk All vehicles shall have a First Aid Kit on board suitable to the relevant risk

	Pass	Fail	NA
24.1 Check all Vehicles have a suitable first aid kit on board			
24.2 Check all expiry dates on solutions with in the first aid kit			

Exploration Vehicles only

24.3 Exploration vehicles should carry a snake bite kit in addition to a first aid kit			
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25 Damage

	Pass	Fail	NA
25.1 Check and record all panel damage			
25.2 Check all components for structural damage			

26 Confined Space Identification

If the VEMP has a tank, hopper or void, conduct a confined space evaluation to identify any confined space on the equipment.

26.1 Complete FMO confined space evaluation form and submit.			
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27 Asbestos CDCMC-SOP-s88-Asbestos management

27.1 NO equipment shall be allowed on site if it contains Asbestos			

VEMP TOWING AND TRAILING EQUIPMENT
28 Trailing Unit Requirements

Trailers are to be registered and displaying legible number plates unless otherwise authorised by SSE.

If a trailer is transporting potentially flammable items (Engine driven units, Fuel, Oil, Welders etc) shall have a suitable fire extinguisher (4.5Kg minimum) attached to the trailer.

Trailing units include: box, car, dog, fitters, lighting towers, welders etc	Pass	Fail	NA
28.1 Check tow bar, tow bar tongue and light plugs for security on the towing vehicle			
28.2 Check all lights are operational			
28.3 Inspect condition of safety chains are they fit for purpose. Safety chains shall be attached to vehicle utilising "D" shackles and not pig tails			
28.4 Check towing hitch and frame for structural integrity			
28.5 Ensure towing hitch locking mechanism is operational			
28.6 Check brakes are operational, attach a completed brake test as per CDCMC-PRO-0202 Brake test procedure			
28.7 Check security of items being transported in trailer			
28.8 Ensure trailer is fitted with wheel chocks			

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REQUIREMENTS FOR VEHICLES ACCESSING MINING CIRCUITS AND EXPLORATION SITES

29 Vehicle identification

The below items are mandatory for accessing exploration sites and or operating Mining Circuits.

ME = Mining/Mineral Exploration – MC = Mining Circuit. These requirements are over and above all other relevant inspection items within this document	Pass	Fail	NA
29.1 ME – Shall have side protection bars or reinforcements to the vehicle's lateral structure, designed to crumble and absorb shocks - Vehicles up to 12 passengers			
29.2 ME – Shall have protection bars covering headlights and other front and rear lights - Vehicles up to 12 passengers			
29.3 MC – Shall have a flag attached on the Light Vehicle protruding 3.4 meters from the ground - All automobiles			
29.4 MC – Shall have a coloured reflective sticker on each side of the vehicle - All automobiles			
29.5 MC – Shall have light coloured paint work (White or Silver). All automobiles			
29.6 MC – Shall be 4WD or all-wheel drive			

30 Other requirements

The below items are mandatory for Mine Machinery accessing Mine Sites.

MM = Mobile Machinery. OHT = Off Highway Trucks. OT = Other Trucks These requirements are over and above all other relevant inspection items within this document	Pass	Fail	NA
30.1 MM – Shall have signage stating the maximum permitted capacity where applicable - Load capacity			
30.2 MM – Shall have identification signage			
30.3 MM – Shall have automatic fire detection and firefighting system fitted			
30.4 MM – Shall have Acclimatised cabin (Air conditioning, Heating)			
Inclusive of above and additional for Off Highway Trucks			
30.5 OHT – Shall have a proximity warning system			
30.6 OHT – Shall have video cameras to eliminate blind spots and lighting to enable video cameras to operate in adverse conditions			
30.7 OHT – Shall have devices displaying information on position, load, tyre temperature and pressure and vehicle speed			
30.8 OHT – Shall have a device to prevent unwarranted activation of the dump mechanism			
30.9 OHT – Shall have a device to indicate the angle of the dump box			
30.10 OHT – Shall have a device to provide physical indication of low indication of dump box			
30.11 OHT – Shall have fitted a Grounding device when inflammable and explosive substances are transported			

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ALL Other Vehicles and Equipment Continue with this form
31 THE FOLLOWING ITEMS ARE A MINIMUM REQUIREMENT
32.1 CRANES

Inspection Ruling - Cranes must be displaying current Crane Safe green sticker and report or associated certification as minimum requirements for site access. Maintenance records must be provided.

32.2 Crane Safe Green Sticker fitted

☐ Yes ☐ No

Last Inspection Date

32.3 Inspection Certificate Attached

YES

NO

32.4 Does the crane have a load monitoring device fitted?

YES

NO

32 Forklifts

	Pass	Fail	NA
32.1 Forklift has clear identification labelling showing maximum lifting capacity			
32.2 Forklift has a compliance plate fitted showing equipment SWL details			
32.3 Check mast chains for tension and security			
32.4 Check forklift tyres are not bent or damaged in any way			
32.5 Check forklift mast for security and damage			
32.6 Check condition of all IT implements and ensure they are fit for purpose			
32.7 Digital read out or scales fitted to forklifts must be supplied with certification			
32.8 Attach a current NDT test report, ensure that mast and forks are tested			

33 Lifting equipment

All lifting must comply with SOP-s72(e)(f)-Selecting, maintaining and using lifting equipment

	Pass	Fail	NA
33.1 Check all lifting equipment inspections are current and indication is evident with attached tags			
33.2 Check lifting lugs are certified and tagged accordingly			
33.3 Check for missing tags, wet slings, damaged ropes and damaged "D" Shackles			

VEHICLE LOADING CRANES (VLC)
35 VLC Inspection

	Pass	Fail	NA
35.1 Check VLC is compliant with Australian Standards AS 1418.11.10 Cranes Hoists and Winches EWP's and VLCs AS 2550.11 Cranes Hoists and Winches – Safe Use – VLCs NB: The highest point of control members (knobs, levers and the like) shall be at least 50mm below the protection guard rail level.			
35.2 Check VLC attachment mounting bolts are secure			
35.3 Check VLC outrigger legs, all cylinders, hosing and shoes are free of leaks, cracks, damage and wear			
35.4 Check the visibility of the "NO GO" zone labels (stickers). They shall be visible from the operator's position when operating the VLC			

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35.5 Check the load cell or load limiting device is current in their inspection certification.
VLC load cell shall be used at all times

35.5 Does the crane have a crane safe inspection certificate and NDT test report

Mobile access equipment
36 EWP Inspection

	Pass	Fail	NA
36.1 Check EWP is AS 1418.10 compliant. NB: The highest point of control members (knobs, levers and the like) shall be at least 50mm below the protection guard rail level			
36.2 Ensure the on-board logbook listed defects have been signed off as repaired by an authorised repairer			
36.3 Check the last annual inspection is recorded in the on-board logbook and is current - within the last 12 months and a copy attached			
36.4 Check condition and compliance of safety harness for EWPs			
36.5 Attach a current NDT test report			

37 E-Stops

E-Stops shall be located near the control levers or control panel and within reach of the operator.

	Pass	Fail	NA
37.1 All E-Stops shall be operational, accessible and identified when fitted to VEMP			
37.2 E-Stops shall latch in the stop position			
37.3 Remote E-Stops shall be fitted, identified and operational (Drill Rigs)			

38 Tracks

	Pass	Fail	NA
38.1 Check tracks for damage, wear, tension and security			
38.2 Check Idler rollers security and retention			
38.3 Check for excess roller wear			
38.4 Check for loose drive sprocket bolts			

39 Steering/Boom Locks

	Pass	Fail	NA
39.1 Check steering lock bar is fitted and is accessible on articulated VEMP			
39.2 Check the lock bars are free of damage			
39.3 Check the retention devices for the lock bar are operational and damage free			
39.4 Check loader boom lock bar/pins are fitted and accessible			
39.5 Check the retention devices for the lock bar/pins are operational and damage free			

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40 Chassis and undercarriage

	Pass	Fail	NA
40.1 Check chassis for signs of corrosion, cracks and tears			
40.2 Check welded joints for cracks and corrosion			
40.3 Check and identify tears in carriage frame, gusset plates and axle mounts			
41 Ground engaging tools (G.E.T) – Buckets, rippers etc.	Pass	Fail	NA
41.1 Check condition of implements such as buckets for holes, dents or structural damage			
41.2 Check condition of cutting edges, bolts fitted and tensioned			
41.3 Check all box points, adaptors, ripper tips and bucket teeth are in place			
41.4 Check all pins, pin keepers and keeper bolts are in place and secure			
41.5 Check and ensure all SWL plaques are in place and legible on all machine attachments utilised for lifting			

42 Hazardous Substances

All Hazardous Substances must comply with SOP-s56

SAFETY DATA SHEETS (SDS's)	Pass	Fail	NA
42.1 Check SDS's carried by the VEMP match the relevant substances utilised on site by the personnel operating the VEMP			
42.2 Ensure the storage of the substance is in line with the recommendations of the SDS			
42.3 Check spill kits where relevant are available and accessible			

43 ACCESS, EGRESS AND LABELLING

All access and egress points must be built to Australian standards.

	Pass	Fail	NA
43.1 Check all steps and grab rails are in place, secure and in good condition			
43.2 Ensure 3 points of contact can be maintained when accessing service devices			
43.3 Ensure 3 points of contact can be maintained when accessing cabin			
43.4 Check steps, ladders and handrails etc for cracks, defective welding and damage			
43.5 Check secondary escape devices are secure and in good condition (ladders etc)			
43.6 Check all access door and panel pivot hinge pins for wear, security and retention			
43.7 Check specific instructional labelling on each item is clear and legible			

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43.8	Ensure all stop/start mechanisms, switches, isolation points, and hydraulic control levers have clear, legible and weather-proof signage to indicate functions			
43.9	Ensure all crush zones and pinch points are labelled and displaying signs or labels indicating the possible hazard for that area			
43.10	Ensure all SWL and compliance plates are fitted and legible where applicable			
43.11	Ensure all Emergency Exits are clearly labelled. (buses etc)			

44 Guarding

Equipment shall comply with AS – 4024.1 Equipment Safeguarding and HMP-0167-Machine guarding and fences

ALL SAFETY GUARDS AND RAILS ARE FITTED – No pinch points or moving parts exposed		Pass	Fail	NA
44.1	Ensure adequate guarding is in place to prevent human body parts or loose clothing getting caught in rotating components			
44.2	Ensure adequate guarding is in place for all fan belts.			
44.3	Inspect all potential pinch points to ensure adequate guarding is in place to prevent human body parts or loose clothing getting caught.			
44.4	Inspect all potential crush points and articulation areas to ensure adequate guarding or signage is in place to prevent and alert people from the risk of human body parts or loose clothing getting caught.			

45 Pressure hosing

(All defects relevant to the below items are to be rectified immediately for continued site authorisation).

Hydraulic hose and fittings must comply with the requirements in the PLN-0186-Hydraulic Hose		Pass	Fail	NA
45.1	Check condition of all hoses and hose Kevlar sheaving			
45.2	Check hose routing, security and retention			
45.3	Check whipchecks are in place where relevant (including top bull hose on drill rigs)			
45.4	Check condition of operator protection devices for potential high-pressure fluid release.			
45.5	Check high pressure hoses are restrained via whipchecks etc			
45.6	Check all hydraulic cylinders for condition, wear and leaks			
45.7	Check condition of all fittings and check they are fit for purpose (hydraulic fittings for hydraulic circuits, air fittings for Air etc).			
45.8	Hoses must be checked for the life span requirements of the hoses (5 Years old max), and identification labelling.			
45.9	Has a Certificate of Compliance to RS23 or MDG41 been supplied with plant? Pictures of hosing and certificate attached if applicable			
45.10	Has a schematic of the Hydraulic system been supplied with plant?			

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46 AIR COMPRESSOR AND RECEIVER

Air receivers in the relevant hazard classification shall be within their current inspection regime at time of inspection. Mandatory NDT certification for relevant receivers greater than 100 litres capacity shall be supplied with Site Introduction application paperwork.

		Pass	Fail	NA
46.1	Check air compressor has no leaks			
46.2	Ensure all doors and panels are secure			
46.3	Check all components for security			
46.4	Check condition and security of air receiver			
46.5	Check safety valve condition			
46.6	Ensure that fuel fill points are external to the compressor house			
46.7	Ensure that all insulation is non-flammable around the exhaust			
46.8	Fire extinguishers/suppression- Meets the site requirements			
Record ALL information in Air Receiver information sheet below.				
Compressor Brand Name				
Air Receiver Brand		Manufacturer		
Receiver Ser No		Receiver Model No		
Manufacture Date		Aust Standard Ref	AS	
Test Pressure (MAWP)	Degrees	F	C	
Design Working Pressure	psi kPa	Hazard Level	A B C D or E	
Is vessel securely mounted	☐ Yes ☐ No			
Receiver Volume	Litres			
Relief Valve Brand		Stamped Manufacturer		
Is it adjustable	☐ Yes ☐ No	Stamped Pressure setting	psi kPa	
If adjustable is lead seal in tacked	☐ Yes ☐ No			
Has the valve been tampered with	☐ Yes ☐ No	Good Condition	☐ Yes ☐ No	
Is current inspection label displayed	☐ Yes Number..... ☐ No			
DRIVE ENGINE INFORMATION WHERE APPLICABLE				
Make		Model		
Date of Manufacture		Fuel:	Petrol:	Diesel:

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PUMPING EQUIPMENT

47 Pump Inspection

	Pass	Fail	NA
47.1 Check pump and pump frame is clean and in good condition			
47.2 Check all guards are in place and secure			
47.3 Check condition and security of all components and suction lines			
47.4 Check condition of safety valve			
47.5 Maintenance schedule in place			
DRIVE ENGINE INFORMATION WHERE APPLICABLE			
Make		Model	
Date of Manufacture		Fuel: Petrol: Diesel:	

48 Oxygen and acetylene sets

Hot Work Permits need to be applied for and approval given prior to any hot work being performed outside a designate hot work area.

	Pass	Fail	NA
48.1 Oxygen and Acetylene Kits shall have anti flash backs fitted at both ends of hoses			
48.2 Hoses, handsets and gauges etc shall be in good condition			
48.3 Bottles shall be upright and secured			
48.4 Check and ensure the gauges are not fitted during transport			

HOT WORK PERMITS ARE REQUIRED FOR ALL HOT WORK PERFORMED OUTSIDE DESIGNATED WORKSHOP HOT WORK AREAS

49 Hydraulic Tooling

	Pass	Fail	NA
49.1 Current tool register of all tools brought on site (supplied with VEMP)			
49.2 Hydraulic tools must be in current test period and added to hydraulic tool register			

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VEMP DRILL RIG

50 Drill Mast Condition

All defects relevant to the below items are to be rectified immediately for continued site authorisation.
Drill rig mast current NDT certification shall be supplied with site introduction application.

	Pass	Fail	NA
50.1 Check the safety cage at the base of the mast around rotating drill rods is fitted with operational lock out system			
50.2 Check all the pivot points and retention caps are in good condition and free of cracks etc			
50.3 Check mast structure is free of cracks around welds etc, and check mast is not twisted in any way			
50.4 Check all chains and ropes are in good condition and are currently within their inspection colour code			
50.5 Check all cylinders for leaks and damage - Traverse Cylinder, Lift Cylinders etc			
50.6 Check main hoisting cable, winch ropes are free of kinks, frays and check fixing point is intact			
50.7 Are hoist drums in good condition with guarding fitted?			
50.8 Are sheaves and blocks serviceable?			
50.9 Current NDT Test report including wire rope checks to be attached to the back of this procedure			
50.10 Brake test report for winches			

51 DRILL RIG SAFETY

	Pass	Fail	NA
51.1 Check drill rig drilling guard interlocks are fitted and operational			
51.2 Check safety harness attachments are fitted and clearly identified			
51.3 Check safety harness for damaged and current inspection tag			
51.4 Check all control levers are AS 1418.10 compliant. NB: The highest point of control members (knobs, levers and the like) shall be at least 50mm below the protection guard rail level			

Abrasive Blasting Equipment

52 Abrasive Blasting Equipment

Mandatory NDT certification for relevant receivers / pressure vessels shall be supplied with Site Introduction application paperwork.

	Pass	Fail	NA
52.1 Pressure tanks (abrasive blast vessels) are inspected Supply current NDT			
52.2 Helmet Air supply for sand blasting has the correct filtration			
52.3 Air hoses and blast hoses are in good condition and are secured correctly			
52.4 Correct PPE is supplied as per SOP-s96(c)(i) Abrasive Blasting and High Pressure, Chemical and Mechanical Cleaning			

VEMP ELECTRICAL

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53 Electrical Equipment

If electrical equipment is found not to comply with any of the below items the equipment is to be repaired, replaced, or removed from site and tagged out of service "NOT TO BE USED"

3 Monthly test and tag: - All workshop electrical equipment, Trailing leads, drills, saws, grinders etc

6 Monthly test and tag: - Office equipment, Kitchen Equipment, and ablution blocks.

	Pass	Fail	NA
53.1 All electrical tools must have current test tag fitted, legible and in date			
53.2 List all electrical equipment and tools on the tool register sheet provided (on page 20) including battery powered tooling			
53.3 Check all electrical equipment for damage - Welders, Generators, Tools, Leads etc			
53.4 Check current testing tags are displayed - within last 3 months			
53.5 Check electrical equipment storage area is clean and dry			
53.6 Check electrical conduits are secure and damage free			
53.7 Check all electrical diagrams and labelling indicate correctly the circuit they have control over			
53.8 Permit to energise CDCMC-FRM-0120-Permit to Energise-Surface only attached			

Grinders with wheels >185mm cannot be used on site at FMO Operations

All grinders shall be fitted with OEM approved handles and guards.

A dead man switch is recommended for all angle grinders (no lockable triggers).

54 EARTH LEAKAGE (Residual Current Device)

Residual current Devices are to be fitted to all portable electrical equipment supply and shall display current test and tag labels. If electrical equipment is found not to comply with any of the below items the equipment is to be repaired, replaced or removed from site and tagged out of service "NOT TO BE USED"

RCDs are 6 Monthly test and tag

	Pass	Fail	NA
54.1 Check RCD is secure			
54.2 Check RCD mechanical test button is operational			
54.3 Check RCD is displaying current test and tag label (Less than 3 months to last test)			

55 VOLTAGE REDUCTION DEVICES (VRD)

Voltage Reduction Devices shall be fitted to all welders and a current inspection tag attached to the VRD or welder lead indication inspection is current.

VRDs are 6 Monthly test and tag

	Pass	Fail	NA
55.1 Check all welders have voltage reduction devices fitted			
55.2 Ensure welders are tested and tagged to incorporate testing of the VRD			

LIGHTNING PROTECTION

	Pass	Fail	NA
55.3 Fixed structures interacting with the UG workings must have lightning protection as per AS/NZS1768 - Lightning Protection <i>Examples: Main Fans, Borehole HV Cable yard, Switchyards, (Magazines section 7)</i>			

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Generators / Lighting Plants
56 Mobile generator sets / Mobile Lighting Plants

	Pass	Fail	NA
56.1 Ensure all Electrical protection checks have been completed and test date sticker is fitted.			
56.2 Ensure all doors and panels are secure and operating handles function correctly.			
56.3 Ensure the I.P integrity of electrical enclosures and junction boxes is intact			
56.4 Confirm generator frequency is rated at 50Hz			
56.5 Check generators are utilising earth stakes where required >25Kva			
56.6 Lighting tower 240V lights are to be secure and damage free. Cracked lenses are classed as a defect			
56.7 Check lighting tower mast cable and bretby for damage and security			
56.8 Check all electrical diagrams and labelling indicate correctly the circuit they have control over			
56.9 Permit to energise CDCMC-FRM-0120-Permit to Energise-Surface only attached			
56.10 Ensure all information and safety labelling is legible			
56.11 Check all components for security			
56.12 Ensure (If fitted) the battery is securely mounted and terminals free form corrosion.			
56.13 Ensure battery isolator is correctly labelled and isolates battery source.			
56.14 Ensure that fuel fill points are external to the generator house			
56.15 Ensure that all insulation is non-flammable around the exhaust			
Brand Name			
Manufacture Date		Fuel:	Diesel
Aust Standard Ref	AS		

Please record all Electrical Hydraulic and Pneumatic tools that will be used on site, their condition and service details

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TOOL TYPE Make / Model / #	CONDITION Good / Sound / Poor	LAST SERVICE DATE / TEST & TAG

# Inspected By		# Signature	
# Position		# Date	
# Inspection Company Name/Address			
# Person Presenting Plant		# Signature	

Maintenance planner		Date		Signature	
MEM or Representative		Date		Signature	
EEM or Representative		Date		Signature	

DEFECT INFORMATION/NOTES			
Repair Action List			

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Cross Section of Workforce – Required for PHMP, HMP, SOP, PRO, STD, TARP, RSK, SWI

A cross section of affected personnel shall be required for all risk assessments. Where risk assessments are statutory there may be a requirement to incorporate an ERZ Controller or Site Safety and Health Representative.

A list of all persons contributing to the risk assessment process together with their organisational roles, experiences and qualifications is to be recorded below.

FACILITATOR (Training profile must demonstrate holder of RIIRIS402 – Carry out the risk management process):

NAME	TITLE	COMPANY	DATE	EXPERIENCE (YEARS)	QUALIFICATIONS	SIGNATURE
Bill Chagnon	MEM	Fitzroy	28/8/24	14.	Cert IV, S1, 2, 3, G2 Supervisor.	

ATTENDEES (Demonstrated consultation with a cross section of affected workers):

NAME	TITLE	COMPANY	DATE	EXPERIENCE (YEARS)	QUALIFICATIONS RELEVANT TO ASSESSMENT	CONSENSUS (Y/N)	SIGNATURE
Louis le Roux	Maint & Eng Super.	Fitzroy	28/08/2024	18	Mech Eng Degree	Y	
RICHARD BUCCHIA	O/B MACH COORD	EMS	28/08/2024	20+	CERT 4 FITTING TURNER	Y	
Dion Hughes	OS Superintendent	Fitzroy	28-8-24	23	S1, S2, S3, G2	Y	
Sarah Ireland	Electrician	Fitzroy	28/08/24	17	Trade Supervisor	Y	