

19 October 2021

To Coal SSEs North Region

Reminder of Annual Obligations under the Coal Mining Safety and Health Legislation

As the end of the year approaches, I would like to remind you of requirements to do certain things annually under the coal mining safety and health legislation. These include:

Act s 67 (2) – Mine Plans: A site senior executive for a coal mine must produce to the chief inspector, before 31 December each year, plans showing the extent of the mine workings (*Regional Inspectors of Mines may accept and store the plans on behalf of the CICM.*)

- The accuracy of these and any other plans mentioned in s 67 of the Act must be certified for accuracy by a surveyor with the appropriate competency as stated in s 67 (6).
- Site Senior Executives are reminded that Recognised Standard 10 (Mine surveying and drafting) provides a way for mine surveyors to comply with s 67.
https://www.rshq.qld.gov.au/_data/assets/pdf_file/0017/240371/recognised-standard-10.pdf

Regulation 88A (3)(c) – Asbestos: A regular assessment (at least annually) is required to be conducted for asbestos containing material installed in buildings and plant if the nature of work in the vicinity of any asbestos material mentioned in a mines standard operating procedure, changes.

Regulation 157 – Testing airlocks: The underground mine manager must ensure that the operation of each airlock installed for an entrance at an underground mine is tested, other than pressure tested at least once a year.

Recognised Standard 08 – Emergency exercises:

- Level 1 (once per year for a mine selected by the RSHQ mines inspectorate)
- Level 2 (once per year for each mine)
- Level 3 (once per year for each crew)
- Level 4 (supporting desktop or semi practical exercises held annually/periodically)

Section 35 of the regulation sets out further requirements, and these apply to both underground and open cut mines, as well as exploration sites operated under the coal mining safety and health legislation.

Recognised Standard 11 – Appendix 1, Training Needs Analysis: Sites consult with employees on an annual basis to assess organisational training and development needs.

There are also requirements that certain activities be carried out at appropriate intervals.

Please ensure that you have met your system's requirements.

- The interval should be specified in your Safety and Health Management System.
- This may be an appropriate time to ensure that such activities have been carried out as required.

Examples include:

- To ensure that inertisation facilities are capable of being used in an emergency (Underground mines – Regulation 157A)
- Testing the equipment used for maintaining plant at appropriate intervals and labelling it to show when it was last tested (Regulation 79)

Have you updated next of kin records recently?

- For all permanent employees
- How have you retained these details for labour hire employees?
- How are you monitoring the details for contractors?

Yours sincerely



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