



VUL-FRM-11-19-Critical Task Observation

Section 1 – Personal Details			
Name of person/s observed:			CTO Date:
Company Name:			Time of CTO:
Location:	☐ Maintenance ☐ VMO	☐ Coal Processing ☐ Exploration	☐ Open Cut Mining ☐ Other
Observation location details:			
Task/ Activity Details:			
Does this CTO relate to a principal hazard or Critical Risk? (listed on p2):	☐ No ☐ Yes, provide details:		
What procedures relate to the task:			
Facilitator Name (1):		Facilitator Name (2):	
Department/ Company:		Department/ Company:	
Section 2 – Behaviour/s			
Description	Did you observe any “At Risk” behaviour/s?	Did you observe any “Safe” behaviour/s?	
Standards or Procedures	☐ Yes ☐ No	☐ Yes ☐ No	
Body Mechanics	☐ Yes ☐ No	☐ Yes ☐ No	
Tools and Equipment	☐ Yes ☐ No	☐ Yes ☐ No	
PPE	☐ Yes ☐ No	☐ Yes ☐ No	
People Related Factors	☐ Yes ☐ No	☐ Yes ☐ No	
Housekeeping/ Area Conditions/ Environment	☐ Yes ☐ No	☐ Yes ☐ No	
If you have answered ‘Yes’ to any of the above, please provide further details:			
Section 3 - Actions			
Was immediate action taken to manage the “At Risk Behaviour/s?”	☐ Yes ☐ No	Is further Action required?	☐ Yes ☐ No
Findings / Issues Identified: (Are controls effective?) (Take 5 completed correctly?)			



Actions Taken:		
Further Action required and by who?		
Section 4 – List of Principal Hazards & Critical Risks		
Principal Hazards		
<i>A hazard at a coal mine with the potential to cause multiple fatalities.</i>		
• Explosives	• Vehicle Interaction	• Geotechnical
Critical Risk		
<i>Events that can cause grave damage to a business operation, or result in worker fatality or permanent disability. Situations where if a control is lost, a worker may be killed.</i>		
• Confined space	• Exposure to respirable dust	• Electrical
• Inadequate emergency access	• Uncontrolled movement	• Vehicle / Pedestrian contact
• Hazardous substances	• Falling objects	• Exposure to fire
• Fall from height	• Heat	• Lifting and moving of loads
• Radiation	• Rotating equipment	• Severe weather
• Drop zones	• Spontaneous combustion	• Stored energy
• Trenching	• Tyres and Rims	• Working in or around bodies of water
• Working alone	• Exposure to biological hazards	• Unexpected release of fluids above or below atmospheric pressure
• Flammable or Toxic gas	• Abrasive blasting	• Infrastructure failure
Section 5 – Submission		
Scan and email to your direct line Supervisor and Safety@vitrinite.com.au for validation and recording		