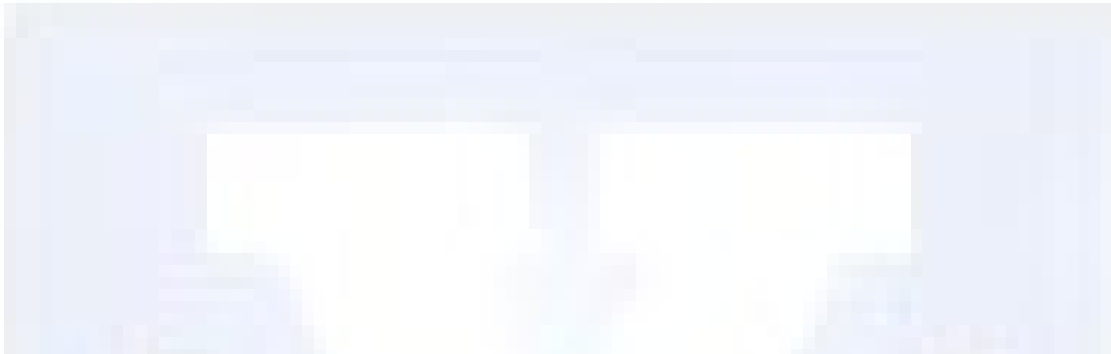
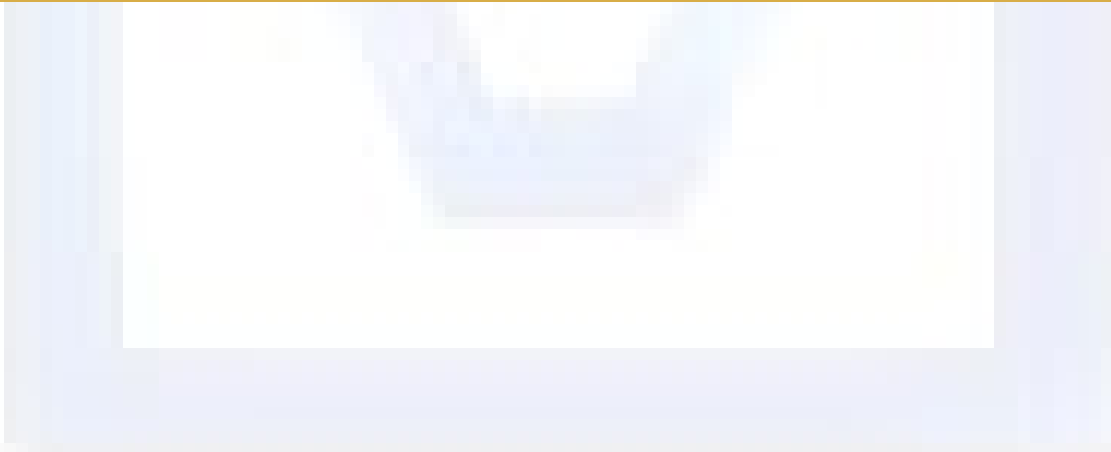




Standard Operating Procedure Action to be taken on Discovery of Fire





Contents

1. PURPOSE.....	3
2. SCOPE.....	3
3. DEFINITIONS.....	3
4. PROCEDURE.....	3
4.1. Action to Take on Discovery of Fire	3
4.2. Mobile Plant and On-board Fires.....	4
4.3. Fire caused by poor Housekeeping.....	4
4.4. Electrical shorts or fires/Spontaneous combustion	4
4.5. Safety of Persons Fighting Fires.....	5
5. ROLES AND RESPONSIBILITIES.....	5
6. REFERENCES	5
7. REVIEW	6
8. DOCUMENT CONTROL	6



1. PURPOSE

The purpose of this procedure is to describe the action to be taken and the management of hazards and risks associated with the discovery of fire at the Vulcan Mine.

This procedure has been developed to ensure compliance with section 37(3) and 125 (2)(b) of the CSMHR.

2. SCOPE

This procedure is applicable to all persons at the Vulcan Mine including employees, contractors and visitors.

The controls within this procedure are mandatory.

3. DEFINITIONS

Authorised Person	A person who has the required competencies and who has been appointed by the Site Senior Executive to carry out a designated scope of duties.
CMSHA	Queensland Coal Mining Safety and Health Act (1999)
CSMHR	Queensland Coal Mining Safety and Health Regulation (2017).
CMW	Coal Mine Worker.
Competent Person	Competence for a task at a coal mine is the demonstrated skill and knowledge required to carry out the task to a standard necessary for the safety and health of persons.
JHA	Job Hazard Analysis.
PPE	Personal Protective Equipment.
SHMS	Safety and Health Management System.
SOP	Standard Operating Procedure.
SSE	Site Senior Executive.
Take 5	Personal Risk assessment.

4. PROCEDURE

4.1. Action to Take on Discovery of Fire

Upon discovering a fire, raise the alarm by initiating an emergency call over the mine radio: **"EMERGENCY-EMERGENCY-EMERGENCY"**. Repeat until answered.

The appropriate person will respond to the call and ask the following information:

- your name;
- location of the emergency;
- nature of the emergency (e.g. fire, injury etc.);
- assistance required; and
- number of people involved (do not mention names of injured persons over the two-way system).

Water trucks shall be placed on alert, awaiting further instructions.

If it is safe to do so, fight the fire taking into account the following:

- Assess the fire from the up-wind side and identify the potential hazards to you and others;
- Fight the fire if it is safe and you feel confident to do so;
- Use the correct firefighting equipment to extinguish the fire, e.g. earth, fire extinguisher, fire blanket;



- Isolate the source of the fire if safe to do so;
- Remove any potential fuel, e.g. anything that might burn, if able to do so without putting yourself at risk; and
- Report the fire to a Supervisor immediately after extinguishing the fire.

If not safe to fight the fire:

- monitor progress of fire from a safe location until assistance arrives or evacuate the area; and
- await instructions.

4.2. Mobile Plant and On-board Fires

In the event of a fire on-board a vehicle fitted with a fire suppression system, observe the following procedures:

- Bring the mobile plant to a stop as quickly as possible;
- Shut the engine down;
- Make the mobile plant fundamentally stable where safe and practicable;
- Activate the fire suppression system if it has not activated automatically;
- Use the emergency radio process to call for help, if safe and practicable;
- Isolate the batteries if safe and practicable;
- Leave the mobile plant and remove the hand-held fire extinguisher, if safe and practicable;
- Exit on the opposite side to the fire using the emergency exit stairs;
- Use the extinguisher to fight the fire if safe and practicable;
- When the extinguisher is exhausted, stand well clear of the mobile plant;
- If a tyre fire, move away on a 45-degree angle and evacuate a minimum distance of 300m away from the affected tyre. **NEVER ATTEMPT TO FIGHT A TYRE FIRE;** and
- **NEVER, UNDER ANY CIRCUMSTANCES, ATTEMPT TO FIGHT A FIRE ABOARD AN EXPLOSIVE'S VEHICLE.** In this instance retreat to a safe distance as quickly as possible.

General requirements for minimising the risk of fire on mobile plant

- Lagging of hot parts such as exhausts and manifolds
- Thermal imaging will indicate hot parts on machinery
- Pre-starts on machinery will identify fuel/oil leaks
- Monitoring of machinery/fixed plant will ensure a quick response to leaks and smouldering lagging.

4.3. Fire caused by poor Housekeeping

General requirements for housekeeping and waste disposal to minimise rubbish accumulation

- Checking and Examining Work areas (VUL-SOP-094 – Check, Examine and Restrict Work Areas), for accumulation of rubbish such as rags, paper, and cardboard
- Waste disposal schedule and segregated waste disposal bin e.g., general waste, recycle bins.

4.4. Electrical shorts or fires/Spontaneous combustion

General requirements for electrical fires (also refer to VUL-SOP-021 – Electrical Work)

- Isolation of electrical infrastructure
- Electrical infrastructure build to Australian standards, Acts and Regulations
- Specialist fire control systems in nominated areas
- Access to electrical infrastructure is restricted to nominated personnel
- Restricted areas and barricading



- Thermal imaging to identify hot areas
- Gas monitoring by OCE
- Workplace inspections.

4.5. Safety of Persons Fighting Fires

General requirements for persons fighting fires:

- Never fight an explosives fire – in case of an explosives fire retreat to a safe distance or location as quickly as possible;
- Never fight a tyre fire;
- Never enter smoke-filled areas - only emergency response team personnel are properly trained and authorised to fight enclosed fires using breathing apparatus; and
- Any person attempting to fight a fire should first assess the fire from the up-wind side and identify the potential hazards to themselves and others.

Always maintain a path of retreat while fighting fires and if a fire cannot be extinguished, retreat from the fire to a place of safety.

To ensure the safety of a person fighting a fire, CMWs shall:

- be trained, competent and authorised in the task being performed;
- wear appropriate PPE; and
- use the appropriate firefighting equipment for the job.

In the event of a fire occurring within an occupied building, all personnel shall vacate the building and follow instructions given by the Fire Warden and/or emergency responders.

5. ROLES AND RESPONSIBILITIES

SSE	Shall review and approve this procedure.
HST Manager	Shall ensure that all provisions of this procedure are implemented, and that compliance is achieved.
Superintendents	Shall be responsible for their area of operations and the implementation and application of this procedure; Provide adequate training, information, structure and supervision to ensure that this procedure is implemented; Carry-out a periodic review of activities to ensure the appropriate application and understanding of this procedure; and Ensure immediate and appropriate steps are taken to investigate and rectify any risks to health and safety arising from these activities.
Supervisors	Ensure all CMWs are familiar with, have access to and comply with the requirements set out in this procedure.
All CMWs (including visitors and contactor)	Shall comply with the requirements of this procedure.

6. REFERENCES

AS 1851-2012 Routine service of fire protection systems and equipment

AS/NZS 2293.1:2018 Emergency lighting and exit signs for building - System design, installation and operation

AS/NZS 60079.10.1:2009 Explosive atmospheres – Classification of areas – Explosive gas atmospheres

Coal Mining Safety and Health Act 1999 (Qld)

Coal Mining Safety and Health Regulation 2017 (Qld)



7. REVIEW

This document shall be reviewed at a minimum every two years, or as follows:

- when there is a change of method and/or technology and/or legal or other requirement that may affect the accuracy of this document;
- when operational changes occur that effect the currency of the document;
- when there has been a significant event to which this document was relevant; and
- as a result of relevant audit findings.

8. DOCUMENT CONTROL

Version	Date	Description	Document Controller
01	03/03/2020	Initial Draft	Rachael Dacker
02	06/07/2020	Risk Workshop	Shane Johnson
03	24/06/2021	Section 10 Review	Michael Cavanagh
04	30/08/2021	Formatting	Rachael Dacker
05	25/10/2023	Review and Update	Kelly Jensen
06	29/10/2024	Review and update	Kelly Jensen

