

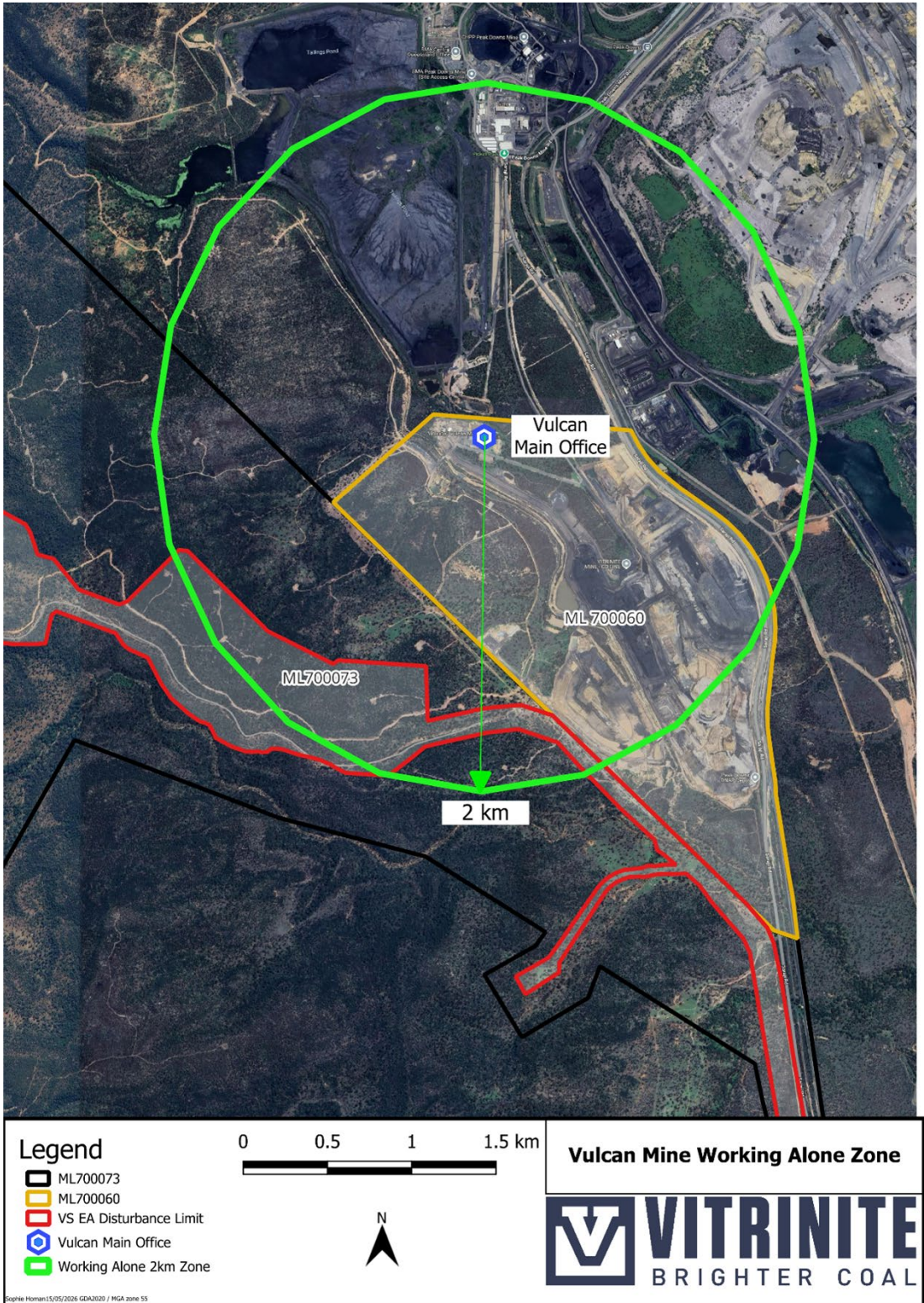


VUL-SWP-039.2(a)-Working Remotely or Alone

STANDARD WORK PROCEDURE (SWP)			
Description	Working Remotely or Alone		
Site	Vulcan Mine		
Department	HST Department		
PPE Required		Job Step Analysis Reference	
 Safety helmets must be worn in this area  Ear protection must be worn  Protective footwear must be worn  Protective gloves must be worn  High visibility clothing must be worn in this area  Eye protection must be worn		Working Remotely or Alone Risk Assessment Date 14/05/2026	
VULCAN Mine Document References		Other Relevant Information	
- VUL-PLN-035-Emergency Response - VUP-SOP-065-PPE - VUL-SOP-076-Using Mobile Plant - VUL-FRM19-14- Working Remotely or Alone Permit		☐ OCE Report	
		☐ Prestart Meeting Form	
		☐ VUL-FRM19-14- Working Remotely or Alone Permit	
		☐	
		☐	
People, Equipment, Materials and Tools Required			
People	Equipment	Materials	Tools
Site Appointed Supervisor	GPS Tracker with 2-way communication capability		
Open Cut Examiner	Mobile Phone		
Emergency Services Personnel	Light Vehicles		
	First Aid Kit		



1. Vulcan Mine Working Alone Zone





2. Prior to Working Alone
Personnel working alone must be trained in and understand this procedure. The CMW must understand specific items relating to working alone, including the use of emergency communication devices for maintaining regular contact. Before working alone is permitted the following must apply: 1. The CMW must hold all required qualifications, licences, competencies and be adequately experienced to perform the proposed work without assistance or supervision; 2. If it has been determined that working alone cannot be avoided and there is no alternative, 3. Suitable controls are implemented to effectively deal with the hazards identified in the risk assessment process.
3. Working Alone Permit
Before working alone is permitted, VUL-FRM19-14- Working Remotely or Alone Permit must be completed and signed by the Supervisor, ESO and the person who will be working alone as a minimum. The duration of the VUL-FRM19-14- Working Remotely or Alone Permit must not exceed seven (7) days. The permit should consider: - 1. Providing periodic (at least every two hours) supervision whereby an OCE or supervisor regularly 'checks in' with the CMW; 2. Allow low risk tasks to be completed alone but require assistance or supervision for tasks that have been risk scored medium or high risk. 3. Mandatory requirement to carry 2-way GPS tracker with satellite base communication capability. 4. Secondary means of communication to be utilised (two-way radios, duress alarm, mobile phone etc) 5. Remote Working Indicator at ERT room to be engaged and utilised for duration of remote work activity.
4. Nightshift Open Cut Examiner Activities
The following additional controls must be in place for any OCE undertaking activities whilst alone on site: 1. Inspections of the open cut excavation are conducted during daylight hours only. 2. Travel is restricted to Primary Haul Roads, Blast/Reload Compound/s, Maintenance Facilities and Vulcan Main Office (VMO) buildings. 3. Interaction with bodies of water deeper than 300mm is prohibited. 4. Operation of HME within the open cut excavation is prohibited. 5. The OCE must always carry a satellite phone. 6. Peak Downs ERT and OCE contact numbers must be programmed onto the satellite phone.
5. Supervision
Supervisors shall ensure CMWs are following procedures and working in accordance with the instruction and training provided and take reasonable care of their own safety and health. A means of indirect supervision should be in place.
6. Communication
GPS tracker unit with two-way communication capability must be utilised by person carrying Working Alone task. Regular systematic contact at pre-determined intervals (no less frequently than two-hourly) shall be established.
7. Emergency Response Plan
In the event of a person failing to make their scheduled contact, a local search shall be initiated by selected teams of persons working in the area. In the event a person is deemed to be missing, an emergency shall be declared and the Vulcan Mine ERT activated.