**TO BE HELD ON SITE AT ALL TIMES WHEN ENTERING CHUTES**

**CONDITIONS**

1. Permit must be approved by MWPA Operations Supervisor at Berth 5 Office prior to work commencing.
2. Return Permit to MWPA Operations Supervisor on completion of work.
3. Report any incidents to the Operations Supervisor on 0407 797 311 or by radio.
4. Workers must have completed both the WHS and Security Induction and the Bulk Handling Facility Site Specific Induction.
5. All Workers must read and understand the Emergency Response Procedure on Page 2 of Permit.

| Section 1. Details | | | | |
| --- | --- | --- | --- | --- |
| Organisation | Organisation | | | |
| Address | Address | |  |  |
| 24hr Contact Name | Name | |  |  |
| Contact Phone | Number | | | |
| Name and Location of Chute | |  | | |
| For example, CV502 – TT501) | | | | |

| Section 2. List Workers doing Work |
| --- |
| List of Names |

| Section 3. Reason for Chute Entry and Type of Work |
| --- |
| Always eliminate the need to enter a chute wherever possible.  Reason and Type of Work |

| Section 4. Ventilation Method Used |
| --- |
| Method |

|  |  |  |  |
| --- | --- | --- | --- |
| Start Date | date | Duration | Duration |

| Section 5. Signatures and Acceptance |
| --- |
| As an authorised representative of the organisation, the organisation agrees to meet all the Conditions and Requirements outlined in the application. |

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Signature | Date | date |

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Name | Position | Position |

|  |  |
| --- | --- |
| Email Address | Email |

| Section 6. MWPA Decision | |
| --- | --- |
|  | Rejected due to the following issues. |
|  | Approved subject to the below safety checks and the following additional conditions / requirements. |

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Signature | Date | date |

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Name | Position | MWPA Operations Supervisor |

| Section 7. Safety Check – Before Starting | |
| --- | --- |
|  | Isolate associated plant including Mt Gibson Mining and Sinosteel Midwest conveyors. |
|  | Enquire as to any adjacent work that could create a hazard, for example, belt splicing. |
|  | Barricade and signpost work area if necessary to avoid hazards for other Workers. |
|  | Remove accumulated material from inside chute before entry (as far as possible). |
|  | Ventilate space – open doors, turn on dust extractor and use other mechanical ventilation if needed. |
|  | Harness must be worn for rescue purposes if bottom rescue not possible or space not yet assessed. |
|  | Application for Hot Work Permit in place if doing hot work. |
|  | Prepare JSEA to detail other hazards / risks including manual handling risks (must be held at worksite). |

| Section 8. Record of Entry and Exit | | |
| --- | --- | --- |
| Worker Name | Entry Time | Exit Time |
| Name | Time | Time |
| Name | Time | Time |
| Name | Time | Time |
| Name | Time | Time |
| Name | Time | Time |
| Name | Time | Time |
| Name | Time | Time |
| Name | Time | Time |

| Section 9. Emergency Procedure |
| --- |
| 1. Worker inside chute unconscious or injured. |
| 1. Assess situation and make any immediate danger safe. |
| 1. Contact BHF Operations Supervisor by radio or mobile 0407 797 311. Advise location and situation. |
| 1. Confirm with Supervisor what they are actioning (see below). |
| 1. DO NOT enter space until another standby person arrives AND atmosphere is known to be safe (Operations Supervisor to bring gas detector). |
| 1. Administer first aid and wait for emergency services to arrive. |
| 1. If conscious, find out condition and whether they can move out of space without further injury. Otherwise wait for emergency services and reassure injured Worker. |
| 1. Unless otherwise assessed, internal rescue is to be via the bottom of the chute. |
| 1. Emergency services may rescue from above, depending on their assessment of the situation. |

| Section 10. Operations Supervisor to: |
| --- |
| 1. If emergency, call 000 and MWPA emergency number 9964 0500. |
| 1. Direct someone to meet emergency services at Port entry and escort to location. |
| 1. Retrieve nearest first aid kit and attend chute. |
| 1. Retrieve gas detector. |
| 1. Ensure head lamp or torch. |
| 1. Shut down any other circuits if risk. |
| 1. Place lock to ensure equipment is isolated correctly. |

**Custodian – Operations Superintendent**

**Approver – Operations Manager**