



Stanwell Safeguards

HSE-PROC-22



This document applies to:

All Sites



WRITTEN BY: Letitia Lucke

ENDORSED/CHECKED BY: Kriss Ussher

APPROVED BY: James Oliver

Doc No: HSE-PROC-22

Revision No: 2

Revision Date: 29.10.2024

Page: 1 of 6

THIS DOCUMENT IS UNCONTROLLED IN HARD COPY FORMAT

Table of Contents

1.0	Purpose/Scope.....	3
2.0	Stanwell Safeguards	3
3.0	Responsibilities.....	3
4.0	Review, Consultation and Communication.....	3
5.0	References.....	4
6.0	Definitions	4
7.0	Revision History.....	4
8.0	Appendices	5

1.0 Purpose/Scope

At Stanwell, we are committed to the health and safety of our people and the environment where we operate. Our Safeguards embody the standards and practices that govern everything we do, ensuring that our highest priority is being 'Safe Today. Better Tomorrow'.

2.0 Stanwell Safeguards

The Stanwell Safeguards describe the controls and conditions that are critical in the control of our key Health, Safety and Environment (HSE) risks, and promote an overall focus on safety and fostering safe decision making.

The Safeguards form part of our work conditions. We do not compromise our health, safety and environment standards. **If it is not safe, STOP WORK and find a safer way.**

The Stanwell Safeguards are:

1. **Ensuring Effective Controls in Place** – Ensure that the work scope and boundaries are established and that plant isolations and specific hazard controls are in place before commencing the job.
2. **Safe Work at Heights** – Ensure you have fall protection and dropped objects controls in place before working at heights.
3. **Being Trained, Competent and Authorised** – Only operate plant and equipment or perform work if you are trained, competent and authorised to do so.
4. **Safe Lifting** – Follow safe lifting procedures and never walk under suspended loads.
5. **Safe in Confined and Restricted Spaces** – Obtain authorisation and correct permits prior to entering confined spaces and restricted areas.
6. **Being Psychosocially Safe** – Be respectful in your dealings with others and contribute to a healthy workplace free from harassment, bullying, vilification and discrimination.
7. **Safe Driving** – Comply with all road rules and drive to the conditions when operating vehicles, mobile equipment or as a pedestrian.
8. **Not Altering Safety Devices** – Safety protection devices, guards and barriers shall not be removed, bypassed, modified or inhibited without authorisation.
9. **Being Fit for Work** – Be fit for work and unimpeded by alcohol, drugs, medication and fatigue.
10. **Chemical and Hazardous Substances** – Ensure the safe handling, storing and disposal of any chemicals or hazardous substances you are working with.

Refer to Appendix 1 – Stanwell Safeguards Poster or [T-3927: Stanwell Safeguards Poster](#).

All potential non-conformances of Stanwell's Safeguards will be investigated in accordance with Stanwell's Event Management Procedure (HSE - PROC-17 Event Management Business Procedure).

The outcomes for confirmed non-conformances will be determined based on the OHS-PROC-23 Safety Fair and Just Response Business Procedure and GOV-POL-30 Code of Conduct – The Way We Work at Stanwell.

3.0 Responsibilities

The Stanwell Safeguards apply to directors, employees, contractors and visitors.

4.0 Review, Consultation and Communication

Review:

Doc No: HSE-PROC-22	Rev: 2	Rev Date: 29.10.2024	Page 3 of 6
---------------------	--------	----------------------	-------------

This Document is required to be reviewed, as a minimum, every 5 year/s to ensure it remains relevant for the business and the key HSE risks, controls and work conditions.

Consultation:

This document is to be reviewed by the Health, Safety and Environment teams, and perform consultative review through approved processes where it is determined to be appropriate.

Communication/Requirements after Update:

Any changes to this document will be communicated through a HSE Advice, and the approved procedure will be made available on the Stanwell GenNet and a copy will be placed on Stanwell.com.

5.0 References

Document No	Document Title
HSE-POL-01	Health, Safety and Environment Policy

6.0 Definitions

Word / Abbreviation	Definition
HSE	Health, Safety and Environment
GenNet	Stanwell's internal intranet

7.0 Revision History

Rev. No.	Rev. Date	Revision Description	Author	Endorse/Check	Approved By
		Original Draft	Trevor Hooper		
	7 Dec 2012	Post employee consultation	AJ Glazebrook		
0	18.01.2013	Document Finalised and registered	Trevor Hooper	A.J.Glazebrook	W.Collins
1	09.06.2023	Review Due Date Extended: Document review due date extended from 01.07.2022 to 30.01.2024 as Stanwell SafeGuards are coming up for review (outside of this document). As these changes will impact the entire document, an extension is requested. Refer email request 23/65494.	Requested by Carl Rothman. Actioned by Shannon Scott		
	27.02.2024	Periodic review only. Further detailed review to occur on completion of consultative review of Stanwell's Safeguards and Safety Vision	C Rothman	L Lucke	K Ussher
2	15.08.2024	<i>Consultative review outcomes of Safeguard review now included. Updated Safeguards poster referenced and placed into updated</i>	L.Lucke	K. Ussher	J. Oliver

		<i>document template. HSE document prefix and number assigned.</i>			
--	--	--	--	--	--

8.0 Appendices

Appendix 1 – Stanwell Safeguards Poster

SAFE TODAY.
BETTER
TOMORROW.

STANWELL SAFEGUARDS

At Stanwell, we are committed to the health and safety of our people and the environment where we operate. Our Safeguards embody the standards and practices that govern everything we do, ensuring that our highest priority is being Safe Today. Better Tomorrow. The Safeguards apply to directors, employees, contractors and visitors.



ENSURING EFFECTIVE CONTROLS IN PLACE

Ensure that the work scope and boundaries are established and that plant isolations and specific hazard controls are in place before commencing the job.



BEING PSYCHOSOCIALLY SAFE

Be respectful in your dealings with others and contribute to a healthy workplace free from harassment, bullying, vilification and discrimination.



SAFE WORK AT HEIGHTS

Ensure you have fall protection and dropped objects controls in place before working at heights.



SAFE DRIVING

Comply with all road rules and drive to the conditions when operating vehicles, mobile equipment or as a pedestrian.



BEING TRAINED, COMPETENT AND AUTHORISED

Only operate plant and equipment or perform work if you are trained, competent and authorised to do so.



NOT ALTERING SAFETY DEVICES

Safety protection devices, guards and barriers shall not be removed, bypassed, modified or inhibited without authorisation.



SAFE LIFTING

Follow safe lifting procedures and never walk under suspended loads.



BEING FIT FOR WORK

Be fit for work and unimpeded by alcohol, drugs, medication and fatigue.



SAFE IN CONFINED AND RESTRICTED SPACES

Obtain authorisation and correct permits prior to entering confined spaces and restricted areas.



CHEMICAL AND HAZARDOUS SUBSTANCES

Ensure the safe handling, storing and disposal of any chemicals or hazardous substances you are working with.

If it is not safe, STOP WORK and find a safer way.

These Safeguards form part of our work conditions.
We do not compromise our health, safety and environment standards.

www.stanwell.com

