BUSINESS PROCEDURE

Powered Mobile Plant

OHS-PROC-132

This document applies to:

Brisbane Office	☐	FEITH	☐	GFE Projects	☐		
Iron Flow Battery SPS	☐	Meandu Mine	☐	Non-Operational Land	☐		
SAMCo	☒	Stanwell Battery	☐	Stanwell PS	☒		
Tarong Battery	☐	Tarong PS	☒	Tarong North PS	☒		
Wambo Wind Farm	☐	Wivenhoe Pipeline	☒				

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1.0 Purpose/Scope

This Business Procedure describes Stanwell's minimum mandatory requirements for the management of powered mobile plant (PMP).

This Business Procedure applies throughout Stanwell, its subsidiaries and all activities under Stanwell's control. It applies to all employees and contractors of Stanwell and its subsidiaries, including visitors to Stanwell workplaces.

Where reasonable and practicable, additional or alternative requirements prescribed by a Client (where Stanwell or its subsidiary is engaged as a Contractor) must be adhered to, provided minimum legislative requirements are also satisfied.

This Business Procedure includes PMP with some form of self-propulsion that is ordinarily under the direct control of an operator, and may include, but is not limited to:

- earthmoving machinery, for example, rollers, graders, scrapers, bobcats, excavators, dozers;
- tip-trucks;
- cranes;
- hoists;
- elevating work platforms;
- concrete placement booms; and
- reach stackers and forklifts.

PMP does not include passenger vehicles, such as cars, mules or road trucks, where their primary design is for the transport of people or small loads, rather than for lifting, digging, pushing, tipping, or similar work functions. These vehicles are managed under site vehicle and traffic management requirements.

2.0 Actions

It must be ensured that PMP risks must be controlled through the application of the hierarchy of controls to achieve the highest level of protection that is reasonably practicable in the circumstance.

2.1 Purchase of PMP

Prior to the initial commissioning and operation of each newly purchased PMP, the person responsible for procuring or receiving the PMP must ensure a risk assessment is completed by a competent person. The relevant HSE team must be engaged to provide guidance and ensure the process meets all applicable HSE requirements..

The assessment must be conducted using *T-2868: Powered Mobile Plant Purchase Risk Assessment* and *GOV-STD-11: Risk Evaluation Matrix* and must be undertaken with sufficient lead time to allow any required modifications, controls, or compliance measures to be implemented before the PMP is commissioned or arrives to site.

Where an item of PMP is purchased by Stanwell or its subsidiary, the person responsible for procuring/ receiving the PMP must ensure it meets all relevant standards and all applicable information has been provided by the designer, manufacturer and the supplier.

Before purchasing PMP, the following must be determined:

- hazards and risks associated with installation, commissioning, operation, inspection, maintenance, repair, transport, storage and dismantling of the plant;
- control measures required to minimise these hazards and risks;
- manufacturer's recommendations regarding inspection and maintenance frequency and type;
- any special skills required for operating, inspecting, or maintaining the plant;
- any special conditions or equipment required to ensure the health and safety of people during operation or maintenance; and
- any alterations or modifications required prior to commissioning.

Sites must ensure any newly purchased PMP is commissioned in accordance with manufacturer's specifications.

2.2 Pre-Operational Acceptance

Prior to the first operation of purchased or hired PMP, the following must be undertaken:

- *T-2867: Powered Mobile Plant Acceptance Checklist* completed;
- any special conditions or equipment required to protect the health and safety of people carrying out activities such as operation and maintenance identified and implemented; and
- a pre-start inspection is completed.

For wet-hire arrangements, the provider must complete *T-2867: Powered Mobile Plant Acceptance Checklist* or provide equivalent documented evidence demonstrating compliance with the same acceptance requirements which can be verified at a governance and assurance level.

2.3 Management of Change

Modification to any PMP shall be in accordance with the *ASM-PROC-ENG-MAN-29: Management of Change – Plant Modification (PMR) System for Users Business Procedure.*

The management of change process must be implemented whenever a change includes the following:

- plant and equipment (other than maintenance or replacement-in-kind);
- the frequency of scheduled inspections of safety critical systems, alarms and interlocks to any plant or equipment; and
- maintenance or operating strategies which impact critical equipment or priority controls.

Work must not commence on the modification of PMP until appropriate approvals and all other requirements such as engineering certifications have been obtained.

Any modifications completed on registrable plant may require the plant be re-registered. Modifications are to be completed as per the manufacturer's recommendations and by a competent person, or where these recommendations are not available, an assessment for the modifications is to be completed by a competent person, such as an engineer with appropriate qualifications and authorisation.

Any modification that alters or adds to the unique aspects of PMP will require the corresponding generic familiarisation checklist to be updated accordingly.

All documentation related to the modification of plant must be kept for the life of the plant.

2.4 Third Party Responsibilities

Where a contract exists such that a third party has responsibility for maintaining and ensuring the safe operation of plant, the third party must:

- maintain the plant in accordance with the manufacturer's specifications;
- ensure persons operating or maintaining the PMP hold the required qualifications, licences and, where applicable, familiarisation; and
- maintain verifiable records demonstrating compliance with these requirements, which must be available upon request.

2.5 Registration

2.5.1 Plant Registration

All relevant PMP must be registered in accordance with the *Queensland Workplace Health and Safety Regulation 2011*. For further details, refer to Appendix B - Powered Mobile Plant Registration Requirements.

2.5.2 Road Registration

All relevant PMP operated on a 'road', as defined in the *Queensland Transport Operations (Road Use Management) Act 1995,* must be either:

a) registered;
b) conditionally registered; or
c) exempt from registration;

and must be operated in accordance with the conditions of the registration when used on the 'road' as specified in the *Queensland Transport Operations (Road Use Management – Vehicle Registration Regulation) Regulation 2010 Part 3 Vehicle Registration*. For further details, refer to Appendix C - Vehicle Registration for Road Use.

2.6 Incidents

Any dangerous incident that exposes a person to an immediate or imminent health or safety risk due to the collapse, overturning, failure or malfunction of, or damage to, any plant that is required to be authorised for use in accordance with *Queensland Work Health and Safety Regulation 2011* must be assessed to determine if notifiable to *Workplace Health and Safety Queensland (WHSQ)* using *T-2153: Safety Notifiable Incidents Checklist.*

Recovery or retrieval activities for any immobilised PMP must be risk assessed and have adequate controls implemented before work commences. The assessment should consider ground conditions, exclusion zones, stabilisation controls and the appropriate recovery equipment.

Where additional hazards may be present, such as proximity to chemical plant or a stockpile, a subject matter expert/s should be engaged to assist in identifying and managing these risks.

Fit for purpose recovery equipment must be selected and used, and all personnel operating this equipment must be competent in its use. Competency is demonstrated through familiarisation with the manufacturer's instructions (e.g. safe working loads, anchor points, setup, limitations) together with relevant training as specified by legislation or the equipment supplier.

3.0 Safe Work Practices

All PMP must:

- not be altered or interfered without authorisation;
- be used only for the purpose which it is designed, and in accordance with the manufacturer's instructions;
- not be operated while using distracting devices (e.g. mobile phones);
- be parked, isolated and maintained in a way that prevents involuntary or uncontrolled movement. Refer to *Vehicle Parking, Isolation and Maintenance Business Procedure (OHS-PROS-140)* for further information; and
- when not in use, be left in a state that does not create a risk to any person; and
- be compliant with biosecurity management processes as per site requirements, including for example weed declaration and wash-down procedures.

Keys and remote starers for PMP located on secure Stanwell sites, must be kept in or near the PMP when not in use to ensure it can be promptly accessed in the event of an emergency. Where PMP is located on an unsecured site (e.g. accessible to the general public), keys and remote starters are to be controlled as to prevent unauthorised operation.

The operation of PMP should be planned and scheduled to segregate persons from PMP work processes and minimise the potential for interaction where possible.

Where relevant, PMP is to be operated in accordance with the following:

- *OHS-PROC-08: Lifting Operations Business Procedure;*
- *OHS-PROC-100: Work at Heights Business Procedure;*
- *HSE-PROC-126: Excavation and Penetration Business Procedure;* and
- *OHS-PROC-127: Remote and Isolated Work Safety Business Procedure.*

3.1 Risk Management

A risk assessment for the work must be undertaken prior to the operation of PMP. The type of risk assessment (e.g. Safe Work Method Statement, Personal Risk Assessment), will be dependent on the PMP to be operated, the work activities to be undertaken and the work environment. Refer to *OHS-PROC-33: Hazard Management Business Procedure* for further details regarding risk assessments.

Any identified special conditions or equipment required to protect the health and safety of people carrying out activities, such as operation and maintenance, must be implemented, managed and documented in the relevant risk assessment.

Psychosocial hazards associated with the operation of PMP must be identified and effectively managed as part of the risk management process, including but not limited to:

- isolation when working alone in a cab or remote location;
- cognitive demands from sustained vigilance for extended periods;
- increased pressure or stress when undertaking high-risk work tasks in proximity to persons or other plant; and
- mental fatigue due to repetitive tasks that require a high degree of precision.

3.2 Spotters for PMP Operation

A spotter must be assigned to directly support safe PMP operations where the operator's visibility may be limited, or there is risk of collision with persons, infrastructure, plant or equipment. This is distinct from a safety observer, who may be appointed to monitor high-risk construction work (e.g. the use of an EWP over 11m) and initiate an emergency response.

Examples where a spotter may be required include, but are not limited to:

- reversing manoeuvres in areas with restricted sight lines and/or pedestrian access;
- operation in high traffic areas where the establishment of an exclusion zone is not practicable; and
- operation in close proximity to safety-critical plant, equipment, or structures.

In these situations, the spotter must be positioned to support the safe operation of PMP while ensuring their own safety. A spotter for PMP operation must:

- understand the hazards related to the task and work environment;
- remain solely focused on spotting duties, without performing other tasks;
- maintain a clear line of sight with both the PMP operator and work area;
- remain clear of the plant's blind spots, operating envelope and potential path of movement; and
- prevent unauthorised access to the PMP operating area, including where applicable, monitoring and maintaining established exclusion zones.

3.3 Powered Mobile Plant Records

A record of PMP is to be maintained on site. As a minimum, these records must contain:

- inspection, maintenance and repair details;
- identification information; and
- where applicable, registration details.

3.4 Inspection and Maintenance

PMP must be inspected and maintained in accordance with the relevant Australian Standard and the manufacturer's recommendations or in the absence of such instructions, in accordance with a competent person's recommendations. This may include a licenced mechanic, fitter, or OEM authorised technician where specialised knowledge is required.

PMP must be inspected prior to being used for the first time on any shift by the operator. Inspections are to be documented on the plant specific pre-start checklist in accordance with the manufacturer's instructions, recommendations and any relevant legislative requirements.

Wherever possible, inspections, fault finding, repairs and/or maintenance of PMP is to be conducted in a designated maintenance facility that includes a level surface, suitability rated tools, jacks, axle stands and hoists. If unavoidable 'in field' repair and maintenance activity is required, the PMP must be in a fundamentally stable configuration and isolated before work commences.

All PMP must be isolated prior to inspection, fault finding, washing, repairs and/or maintenance by removing the keys from the ignition or the vicinity (in the case of a keyless ignition system) or at the designated isolator. Whilst undertaking PMP inspection and maintenance activities, access to keys or control devices should be controlled in a manner that prevents unauthorised PMP access or operation.

All persons undertaking inspection, maintenance, or repair of PMP must hold and maintain appropriate trade qualifications, licences, or certifications relevant to the work being undertaken. Records of competence must be retained in the relevant training database or, where undertaken by a third party, must be verifiable and available on request.

4.0 Work Environment Requirements

4.1 Traffic Management

If PMP is to be operated in a trafficable area, appropriate barricades and signage are to be considered to prevent pedestrian and/or vehicular traffic from entering the operating zone, and where installed, be in accordance with *OHS-PROC-134: Barricading and Signage Business Procedure*.

Communication between PMP operators and ground workers is to be established before work commences. This includes PMP operators working simultaneously within a shared operating zone.

Specific traffic management plans may be required for particular jobs. Traffic management plans rely on a detailed assessment and knowledge of the workplace in conjunction with careful planning. When developing a traffic management system refer to *OHS-PROC-130: Traffic Management Business Procedure*.

4.2 Operation Near Services and/or Structures

Nearby services and structures must be considered when operating PMP and adequate controls implemented to prevent potential contact, damage, or compromise to structural integrity. Services and structures that may be impacted or impact PMP operation include, but are not limited to:

- underground services (e.g. gas, water electricity, telecommunications, sewers);
- overhead power lines;
- buildings, retaining walls, foundations;
- fixed plant and accompanying structures; and
- scaffolding.

Where relevant, refer to the *Electrical safety code of practice 2020 – Working near overhead and underground electric lines* for further detail.

4.3 Ground Conditions

Ground conditions must be assessed, and where necessary, appropriate controls implemented to ensure PMP operating zones can safely support the type, movement and weight of PMP used in those areas. A competent person, e.g. Geotechnical Engineer, may be required to assess ground conditions prior to PMP operation to be undertaken.

Factors that can affect ground stability, and increase the risk of PMP instability, rollover, or ground collapse include soil type, compaction, moisture content and the presence of voids or previous excavations.

Ground conditions within PMP operating zones must be continuously monitored, particularly in response to changing weather conditions or in active areas where ground surfaces may deteriorate over time.

5.0 Plant and Equipment Requirements

All PMP is to be designed in accordance with the relevant regulatory requirements and standards.

Sites must ensure, as far as reasonably practicable, PMP safety protective devices are provided, maintained and used in accordance with relevant standards. At a minimum, it must be ensured:

- Roll Over Protective Structures (ROPS) are fitted to PMP where there is a risk of injury from a roll-over incident involving PMP;
- where ROPS are fitted, a seatbelt is provided and used to ensure the operator remains within the protective zone provided by the ROPS;
- Falling Object Protective Structures (FOPS) are fitted to PMP where there is a risk of potential falling object hazards in the PMP operating zone;
- FOPS and ROPS are fitted to earthmoving machinery;
- audible warning devices are fitted to any PMP required to travel or manoeuvre in a reverse direction;
- all slewing cranes with a maximum rated capacity of 45 tonnes or more have an anemometer fitted and in use when in operation; and
- mobile cranes permanently based at Stanwell sites are fitted with a park brake warning device.

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

When PMP is found to be damaged or there is an issue with the integrity of current safeguards, the PMP must be removed from service until a qualified and competent person returns it to service.

6.0 Training and Competency Requirements

6.1 Licence and Competence Requirements

Any worker who operates PMP shall hold and maintain all appropriate qualifications, certificates of competency, licences and plant familiarisation when performing work.

Licence and competency requirements to operate PMP are outlined in Appendix D - Powered Mobile Plant – Authorisation Requirements. Persons who hold the required licence or competency are authorised to use the PMP once a familiarisation has been completed.

When undertaking high risk work (HRW) as defined under the *Queensland Work Health and Safety Regulation 2011*, a person must either hold an appropriate High Risk Work Licence (HRWL) for that class of HRW or have completed the HRW theory component and be under instruction by a certified operator and have a logbook detailing hours of operation.

Operators of PMP that do not require a HRWL shall be assessed as competent via a Verification of Competency (VOC) process conducted by a Registered Training Organisation (RTO) using specific national competency units contained in the *Resources and Infrastructure Training Package*.

Alternative mechanisms of deeming competency for PMP that do not require a HRWL may be accepted, subject to approval by Stanwell or its subsidiary. These may include internal company competency programs or recognition of previously held HRWL's provided the operator can demonstrate competency has been maintained.

Records associated with HRW licences, VOC and familiarisation/authorisation for workers of Stanwell and its subsidiaries shall be retained in the relevant training data base.

6.2 Powered Mobile Plant Familiarisation

In addition to the required qualifications (where applicable), operators of PMP shall be familiarised on the various operational aspects of the specific plant.

Familiarisation checklists have been developed for identified PMP (refer to Appendix A - Powered Mobile Plant Document Flowchart). Each PMP familiarisation has a unique training code, and completion must be recorded in the training database.

For newly hired or purchased piece or brand of PMP, Sites are to ensure a relevant generic familiarisation checklist is available, and that a corresponding training code has been assigned to record completion of the process.

Sites shall identify appropriate workers who hold the relevant HRW licence, RII qualification, trade qualification or training and regularly use the PMP to carry out the familiarisations.

Where a person has not yet been familiarised on a new piece or brand of PMP, a two-person familiarisation process must be completed using the relevant generic familiarisation checklist and the operator's manual. Both individuals are to review and discuss the unique aspects specific to that piece or brand of PMP, whilst cross-checking each other's understanding before it is operated.

A contractor engaged by Stanwell or its subsidiary must complete a PMP familiarisation process that meets or exceeds Stanwell's own requirements. The contractor shall maintain an auditable record of all training, qualifications, competencies, licences and familiarisation. Upon request, the

contractor shall provide written evidence of the qualifications, competencies licences and familiarisation of any or all nominated members of the contractor's personnel.

Note: PMP familiarisation is not an assessment of skill; it is a process of orientation on the unique aspects of a particular brand or piece of plant.

7.0 Review, Consultation and Communication

Review:

This Document is required to be reviewed, as a minimum, every 5 years, or more frequently if required through change in Legislation, Australian Standards or workplace practices.

Consultation:

Personnel consulted/communicated with during the review of this document include relevant HSE teams and site HSE committees (if operational processes change) as well as any other personnel who have an interest in the process.

Communication/Requirements after Update:

This document will be communicated on GenNet.

8.0 References

- GOC State Archives – Public Records Act
- Queensland Work Health and Safety Act 2011
- Queensland Work Health and Safety Regulation 2011
- Queensland Mobile Crane Code of Practice 2024
- Queensland Managing Risks of Plant in the Workplace Code of Practice 2021
- Queensland Transport Operations (Road Use Management) Act 1995
- Queensland Transport Operations (Road Use Management – Vehicle Registration Registration) Regulation 2010, Part 3 Vehicle Registration
- Electrical safety code of practice 2020 – Working near overhead and underground electric lines
- AS 13031:2023 Earthmoving machinery – Quick couplers - Safety
- AS 1418.5 (Series) Cranes, hoists and winches
- AS 2294.1:1997 REC:2023 Earthmoving machinery – Protective Structures - General
- AS 2359 (Series) Powered industrial trucks
- AS 2500 (Series) Cranes – Safe use
- AS 5327:2022 Earth-moving machinery – Access systems
- RII Resources and Infrastructure Industry Training Package

Document No	Document Title
OHS-PROC-132A	Powered Mobile Plant Stay Safe
ASM-PROC-ENG-MAN-29	Management of Change – Plant Modification (PMR) System for Users
OHS-PROC-134	Barricading and Signage
OHS-PROC-33	Hazard Management
HSE-PROC-126	Excavation and Penetration
OHS-PROC-08	Lifting Operations
OHS-PROC-127	Remote and Isolated Work Safety
GOV-STD-11	Risk Evaluation Matrix
OHS-PROC-130	Traffic Management
OHS-PROC-140	Vehicle Parking, Isolation and Maintenance
OHS-PROC-100	Work at Height
T-2867	Powered Mobile Plant Acceptance Checklist
T-2868	Powered Mobile Plant Purchase Risk Assessment
T-2153	Safety Notifiable Incidents Checklist

9.0 Definitions

Word / Abbreviation	Definition
Anemometer	An instrument for measuring wind speed
Distracting Devices	Any device that diverts the operator's attention from the safe control of powered mobile plant, including mobile phones and personal electronic devices. Distracting devices does not include two-way radios used for operational and safety communication.
HRW	High Risk Work
FOPS	Falling Object Protective Structures
Fundamentally Stable	A configuration where the PMP cannot roll away or move when the PMP transmission is in neutral and the park brake is released
PMP	Powered Mobile Plant
Powered Mobile Plant	Plant that is provided with some form of self-propulsion that is ordinarily under the direct control of an operator
Powered Mobile Plant Safety Protection Devices	Engineering structures, systems, and components fitted to PMP to prevent or reduce the risk of harm to operators and others during plant operations. These devices include, but are not limited to:

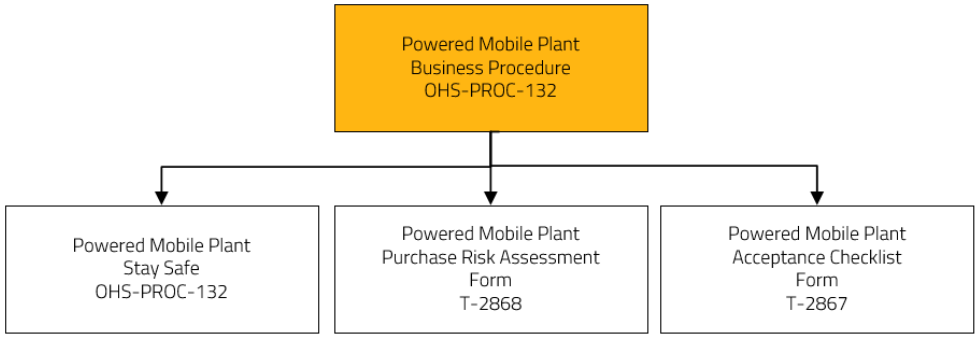
	- Roll Over Protectives Structures (ROPS) - Falling Object Protective Structures (FOPS) - Seatbelts and operator restraints - Audible warning devices - Safey guards, barriers and interlocks - Specialised monitoring devices such as anemometers and park brake warning systems
ROPS	Roll Over Protective Structures
RTO	Registered Training Organisation
Spotter	An assigned competent person who has the sole duty to observe and assist another person (or group) to ensure safety, accuracy, or successful completion of a task.
VOC	Verification of Competency
WHSQ	Workplace Health and Safety Queensland

10.0 Revision History

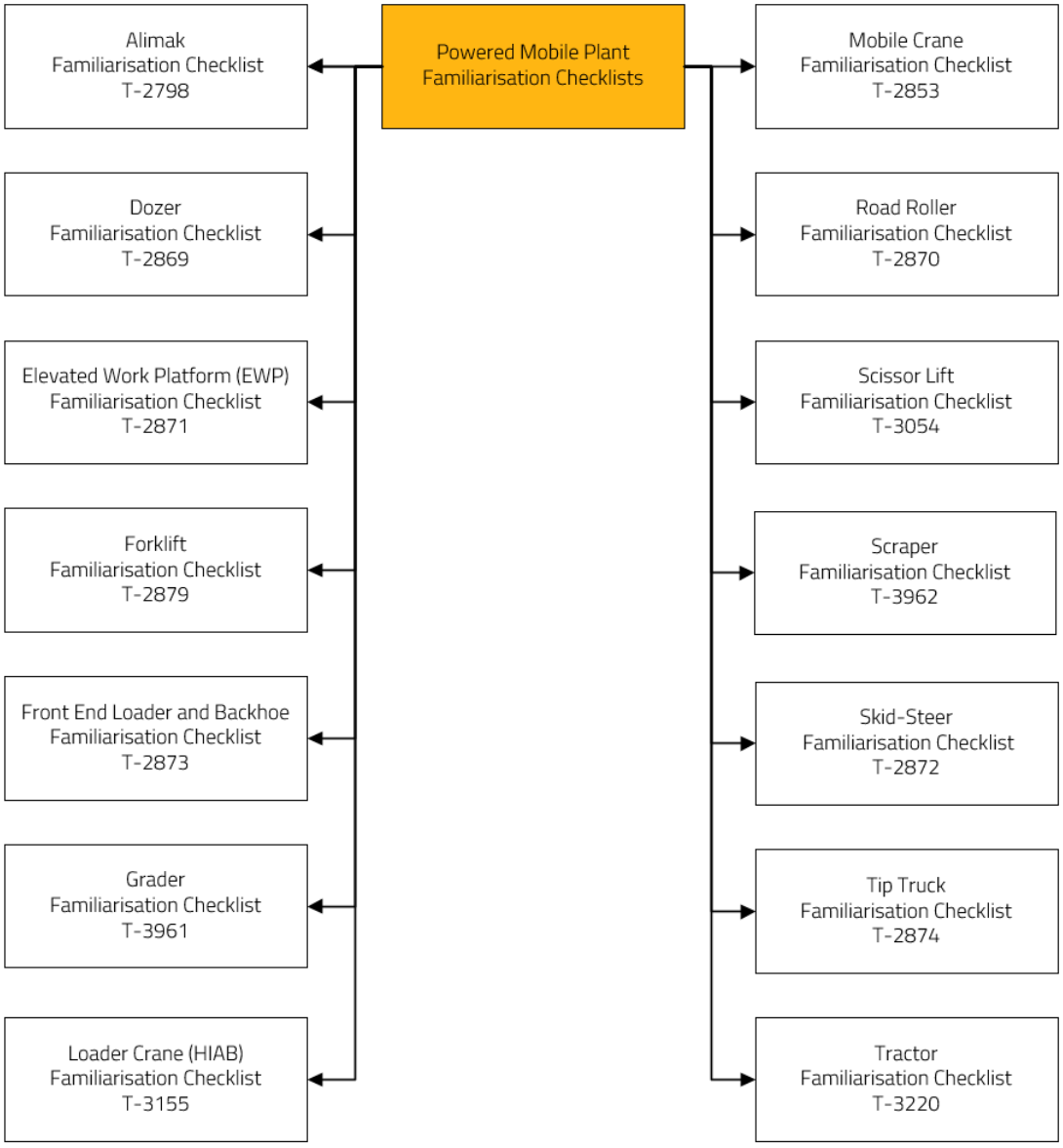
Rev. No.	Rev. Date	Revision Description	Author	Endorse/Check	Approved By
0	25.11.2016	Document issued	Jan Fullard	Michael Joy	Ian Gilbar
1	13.02.2017	As a result of consultation clarification has been provided in some sections.	Jan Fullard	Michael Joy	Ian Gilbar
2	11.01.2021	Section 2.7.1 updated with the following text: "This includes PMP operators working simultaneously within the shared operating zone." Change requested by K. Ussher.	Toni Lawback	Letitia Lucke	Kriss Ussher
3	16.07.2025	Full scheduled periodic consultative review; refer to HSE Advice 202513A.	Jayde Smith	Carl Rothman	Kriss Ussher

11.0 Appendices

Appendix A - Powered Mobile Plant Document Flowchart



PMP Familiarisation Checklists



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Appendix B - Powered Mobile Plant Registration Requirements

Items of plant requiring registration of design

- Mobile cranes with a rated capacity of greater than 10 tonnes.
- Concrete placement units with delivery booms.
- Hoists designed to lift people with a platform movement exceeding 2.4m.
- Boom-type elevating work platforms.

Items of plant requiring registration

- Concrete placement units with delivery booms.
- Mobile cranes with a rated capacity of greater than 10 tonnes.

Appendix C - Vehicle Registration for Road Use

Vehicles used on roads must be registered *(Queensland Transport Operations (Road Use Management – Vehicle Registration Regulation) Regulation 2010 Part 3 Vehicle Registration).*

A person must not use, or permit to be used, on a road a vehicle that is not a registered vehicle unless—

a) the vehicle is being driven or towed under section 15; or
b) the vehicle is being brought to the chief executive undersection 16; or
c) the vehicle is being used under an unregistered vehicle permit; or
d) the vehicle is being used under the authority of a dealer plate under section 62; or
e) the vehicle is being used under section 105; or
f) the vehicle is being used under section 105A; or
g) the vehicle is being used under an authorisation issued under section 107; or
h) the vehicle is being used under a permit issued under section 108; or
i) the vehicle is an exempt vehicle.

Appendix D - Powered Mobile Plant – Authorisation Requirements

Mobile Plant	Licence / Competency Requirements
C0 Slewing mobile crane - with a capacity over 100 tonnes C1 Slewing mobile crane - with a capacity up to 100 tonnes C6 Slewing mobile crane - with a capacity up to 60 tonnes C2 Slewing mobile crane - with a capacity up to 20 tonnes CB Bridge and gantry crane CD Derrick crane CN Non-slewing mobile crane CP Portal boom crane CS Self-erecting tower crane CT Tower crane CV Vehicle loading crane HM Materials hoist HP Personnel and materials hoist PB Concrete placing boom WP Boom type elevating work platform *(EWPs) with a boom length of 11 metres or greater (does not include scissor lifts)* RS Reach stacker LF Forklift truck LO Order-picking forklift truck	High risk work (HRW) licence as defined in the *Work Health and Safety Regulation 2011 (Qld)* and Plant Familiarisation
Front-end loader backhoe Bridge and gantry (remote control) crane Excavator Front-end loader Scraper Road roller Grader Skid steer loader Dozer Tractor Tip trucks (articulated and non-articulated) Combined units, e.g. backhoe/front-end loader	Statement of Attainment achieved via a Verification of Competency (VOC) process conducted by a Registered Training Organisation (RTO) using specific national competency units contained in RII Resources and Infrastructure Training Package. The use of alternative mechanisms of deeming competency are subject to approval by Stanwell e.g. internal company competency programs or having previously held a HRW licence for these categories of plant and can demonstrate competency has been maintained. and Plant Familiarisation VOC process and plant familiarisation may be conducted concurrently.

Mobile Plant	Licence / Competency Requirements
	Note: *Superseded RII units may still provide evidence of competency when combined with other supporting evidence.*

***Note**: PMP operators shall be authorised in the class of mobile plant they operate, unless they are receiving onsite training for the plant (under the direct supervision of a competent person in the use of that plant) or in the process of active assessment.*