



Contractors' Safety Rules

- 1 All contractors are responsible for ensuring they and all persons working for them fully understand all safety, environmental, hygiene, and other requirements, noted in Tasmanian Ports Corporation (Tasports) Contractors' Acknowledgment Form & Contractors' Safety Rules before commencing any site work for Tasports.
- 2 Contractors must not commence work until they have checked with the Tasports' representative (or delegate) on relevant site safety requirements (eg, hazards, permits, confined space, asbestos register or other work activities).
- 3 All contractors employed by Tasports are required to hold current Certificates of Insurances and Public Liability cover to the required minimum. Copies are to be supplied to Tasports in addition to other contractor orientation documentation.
- 4 Contractors working regularly on-site will be required to wear a Tasports contractor ID tag. Contractors without a Tasports ID tag are required to sign a 'Contractor's Check-in Log' when entering and leaving Tasports premises.
- 5 Appropriate safety/protective equipment (PPE) e.g. high visibility clothing, hearing, foot and eye protection, hard hats, harness, buoyancy vest, etc must be used as appropriate to the area and work being done.
- 6 All contractors' equipment, materials, and PPE must comply with all legal/regulatory requirements.
- 7 Work must be conducted in a safe, healthy manner, and comply with legal/regulatory requirements, Contractors must comply with all safety and environmental directions as advised by the Tasports' representative at all times.
- 8 No equipment is to be repaired or maintained unless properly isolated/switched off/stopped and tagged (including a tag on the fuse board).
- 9 Unsafe equipment must not be used. It must be tagged out and reported immediately to a Tasports' representative.
- 10 No electrical power tools or equipment may be operated unless through a portable, industrial quality ELCB/RCD unit.
- 11 Permits to work - A general permit must be issued before any work begins. Specific permits such as confined space entry, hot work, diving, electrical, construction/excavation/demolition and high work may be required. Contractors must carry out risk assessments and have them checked by the Tasports' representative to obtain appropriate permits.
- 12 Provide Tasports' management or person in charge with Material Safety Data Sheets for any chemicals or hazardous substances used on Tasports' premises.
- 13 Contractors are responsible to take all appropriate precautions to prevent contamination of the environment or waterways - all chemical/hazardous substance spills or environmental contamination (particularly into the river/harbour area) must be reported to the Tasports' representative immediately.
- 14 All injuries/accidents (includes minor incidents & near-misses) & equipment damage/breakages/failures to be reported without delay to the Tasports' representative or Port Control (initially verbally).
- 15 Do not enter an area for which you are unauthorised, particularly tenanted areas (unless with prior agreement of Tasports) and always consider safety, security, privacy and confidentiality requirements, including noise emissions.
- 16 Other than, for the purpose of maintaining a safe work area, contractors are not to give instructions or directions to Tasports' staff or other persons on any of Tasports' premises, unless authorised to do so by Tasports' management.
- 17 On completion of any work or when leaving a worksite, ensure the area is left in a safe/secure manner, displaying appropriate warning signs. All work to be completed in accordance with any applicable job documentation/specifications and Tasports' management requirements.
- 18 No smoking is allowed in any building or vehicle under the control of Tasports.
- 19 Possession or consumption of alcohol or illegal drugs or working under the influence, is prohibited.
- 20 Do not climb onto, access, maintain or repair any part of any building's roofing without specific prior approval, as special safety precautions, reporting and risk assessments are required, including asbestos and fall protection.
- 21 Contractors are to ensure they are familiar with emergency evacuation procedures/notices and fire prevention and protection systems in place in the Tasports' areas in which they are working.
- 22 Be mindful of Tasports' staff, visitors or other persons around the area in which you are working - reduce any tripping hazards; pay attention to housekeeping; and display all necessary warning signs.

It is the responsibility of the principal contractor to ensure their employees and/or sub-contractors are made aware of and comply with Tasports health, safety and environmental requirements. Failure to comply with these rules could breach contract conditions and lead to contract termination or other legal consequences.



Robert Barnes
Chief Executive Officer
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