

# ***SAFETY PROCEDURE***

## **SAFETY MANAGEMENT PROCEDURE FOR PLANT AND EQUIPMENT**

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## 1. APPROVAL

Document Control					
Document:	HSEQ-MP-105 – Plant and Equipment				
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Approved By:	Insert Person	Position:	Insert Position		
<p>This procedure is reviewed to ensure its continuing relevance to the systems it describes that it describes. A record of contextual additions or omissions is given below.</p>					
Amendment Record					
Version	Date	Context	Summary of Amendments		
1.0	Insert Date	To manage risks associated with plant and equipment	Original		
<p>The latest revision of this procedure is on Insert Your Company intranet site. It is the responsibility of the individual to ensure that any hardcopy is the current revision. A printed version of this procedure is uncontrolled, except when provided with a document title and revision number in the field below and marked as ‘Controlled Copy’.</p>					
Document Title:	Plant and Equipment			Rev:	1.0
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## 2. PURPOSE

The purpose of this procedure is to ensure the registration and/or design of all plant and equipment operated by **Insert Your Company** is in accordance with prescribed legislation.

All plant (including vehicles) that are hired, leased or otherwise procured and operated by **Insert Your Company** are subject to confirmation that the plant is registered as required.

## 3. SCOPE

All plant and equipment owned and operated by **Insert Your Company** is subject to this procedure, to ensure that all plant and equipment is in full working order or commissioning is assessed to determine if registration is required, as per legislation and that hazards pertaining to plant and equipment are identified and controlled.

## 4. TERMS AND DEFINITIONS

Term	Definition
<b>Authorised</b>	Means authorised by a permit, registration or other authority required by regulation.
<b>Commissioning</b>	Performing the necessary adjustments, tests and inspection to ensure plant is in full working order to specified requirements before the plant is used. Commissioning includes re-commissioning.
<b>Competent</b>	Is a combination of attributes, including skills, training and experience, relevant to a work task or function that enables a person to undertake that work task safely or discharge that function in accordance with company expectations.
<b>Plant</b>	Includes any machinery, equipment, appliance, container, implement or tool; any component of any of those things; and anything fitted or connected to any of those things.
<b>Risk</b>	The likelihood of a negative effect.
<b>Risk Assessment</b>	The overall process of risk identification, risk analysis and risk evaluation.

## 5. ROLES AND RESPONSIBILITIES

**Managers** are responsible for:

- Ensuring that all plant and equipment meets legislative requirements and only competent personnel operate and control powered plant and equipment.