

RIN Appendix 10: Vegetation report 2

**Regulatory proposal for the ACT electricity distribution network 2019-24
January 2018**

Disclaimer: On 1 January 2018, the part of ActewAGL that looks after the electricity network changed its name to Evoenergy. This change has been brought about from a decision by the Australian Energy Regulator. Unless otherwise stated, ActewAGL Distribution branded documents provided with this regulatory proposal are Evoenergy documents.

Audit/Inspection (* required fields)**Audit/Inspection Template(s) ***

Audit/Inspection Type	Audit Template ID	Audit Template Name
Internal Inspection	ATE-0000004	Field Manual

Audit/Inspection ID (generated on save)

Audit/Inspection Date *

Entered By *

Please select the Lead Auditor/Inspector (if internal) or enter the name in Lead Auditor/Inspector (External) if not in the list.

Lead Auditor/Inspector (Internal)

Lead Auditor/Inspector (External)

Audit/Inspection Team Members

Surname	Given Names	Position Title	Department	Delete	
No Records	No Records	No Records	No Records		

Interviewees being Audited/Inspected

Surname	Given Names	Position Title	Department	Delete	
No Records	No Records	No Records	No Records		

Department in charge of Audit/Inspection *

Audit/Inspection Title *

Scope of Audit/Inspection














Location(s) being Audited/Inspected *
















Area	Delete	
ActewAGL\Energy Networks Other		


















Specific Location


















Audit/Inspection Outcome



Audit/Inspection Answers (generated on save)

	Question Sort Order	Question Number	Question	Answer	Comments	
	1	1.1	Has a site specific Job Risk Assessment been undertaken, documented and communicated with the Work Group and or Visitors / Inspectors? Signed onto by Visitors? Assessment No?	<Undefined>		
	2	1.2	Access Permit (if required) All signed onto and discussed as Team. Authority No.? Recipient Authorised?	<Undefined>		
	3	1.3	Has a worksite Emergency Plan been established, evacuation point established – including clear emergency exit path identified	Observation (O)	No place on JRA for Evac point. Written individually on each JRA.	
	4	1.4	Has the applicable hazard management control measures been established and have the levels of planning been satisfied?	Observation (O)	Hazards around uneven ground and steep driveway not recorded.	
	5	1.5	As the services being provided progress, have any additional hazard been identified, recorded on the Job Risk Assessment and discussed with the Work Group?	<Undefined>		
	6	1.6	Does the Work Group(s) display an understanding of the Risk Assessment process? (i.e. Site specific hazards identified with suitable control measures implemented and monitored throughout the tasks).	<Undefined>		
	7	1.7	Has the Person in control of the jobsite (PIC) been identified and recorded on the Job Risk Assessment?	<Undefined>		
	8	1.8	Work area clearly defined and understood	<Undefined>		
	9	1.9	Drop Zone in place if required and adequate	<Undefined>		
	10	1.10	Job handed over from one Work group to another – If so correct measures / procedures taken/ followed.	<Undefined>		
	11	1.11	Extreme Temperatures – Controls noted on Risk Assessment (Refer 4.09 P47 Thermal Comfort)	<Undefined>		
	12	1.12	Has isolation been confirmed and understood by all. Q – What are the isolations in place	<Undefined>		
	13	1.13	Are all aware of voltages present in apparatus in	<Undefined>		



			vicinity Q – What are the voltages		
	14	1.14	Are all aware of Safe Approach Distance (SAD) – refer Blue Book Q – What is the SAD for voltages	<Undefined>	
	15	1.15	Dust / Noise / Vibration Levels Considered	<Undefined>	
	16	1.16	Is housekeeping of the worksite satisfactory?	<Undefined>	
	17	1.17	Are Manual Handling techniques being adopted acceptable for the hazards associated with the task.	<Undefined>	
	18	1.18	Do individuals know Emergency contacts	<Undefined>	
	19	1.19	Do individuals know Reporting & Notification requirements i.e., Worksafe – injuries, incidents, near misses Q – What would you do if there was an injury, incident, near miss?	<Undefined>	
	20	1.20	Asbestos considered – (Asbestos Containing Material (ACM) i.e. Dust or Debris) plus refer to 12.04	<Undefined>	
	21	2.1	Has a Person In Control of Works (PIC) been announced to all work groups?	<Undefined>	
	22	2.2	Has the scope and the extent of the services to be performed been discussed?	<Undefined>	
	23	2.3	Has the sequence of the services to be performed been discussed?	<Undefined>	
	24	2.4	Does the Work Pack reflect the work required. (Task Description w/- Action required, Asset Data Sheet, DBYD etc.,)	<Undefined>	
	25	2.5	Have tasks been assigned to individual Operators / Subcontractors or persons in control of a task?	<Undefined>	
	26	2.6	Has the role and responsibilities of the Safety Observer including Safety Observer (Exclusion Zone) and / or Safety Observer (Live Work) been discussed with all work group members?	Minor Non-conformance (N)	2nd accredited worker did not show up and job did not go ahead.
	27	2.7	Has the relevant SWMS/JSEA been identified, and does the work group have an understanding of their content and application to the work being undertaken?	Observation (O)	SWMS need to be reviewed and updated.
	28	3.1	Skills Passport on Site – Mandatory Training (as below) Plus any other	<Undefined>	

			competencies required for the Task being undertaken		
	29	3.2	ActewAGL Inducted	<Undefined>	
	30	3.3	ESI Safety Rules (The Blue Book) Trained	Observation (O)	Expires today. Booked in for next week.
	31	3.4	Blue Book on Site – at least 1 copy	<Undefined>	
	32	3.5	First Aid Trained	<Undefined>	
	33	3.6	White Card Trained	<Undefined>	
	34	3.7	Gas Awareness Training completed & familiar with procedure – if Required	<Undefined>	
	35	3.8	ActewAGL ID Card with correct Authorisation re: 'ActewAGL Distribution appoints the person etc' - Section 114 of the Utilities Act 2000	<Undefined>	
	36	3.9	Electrical Licence if required. i.e. Streetlighting & Metering	<Undefined>	
	37	3.10	Compliance with ActewAGL Life Saving Rules.	<Undefined>	
	38	3.11	Correct Isolation & Testing - Test before you touch.	<Undefined>	
	39	3.12	All equipment in use is operated correctly by competent staff and inspected prior to use. (Tested, Tagged and in Date)	<Undefined>	
	40	3.13	First aid kit: Available, location identified (sticker placed appropriately) and content not expired.	<Undefined>	
	41	3.14	Fire extinguisher: Available and in test date, visible and accessible position	<Undefined>	
	42	3.15	Fire Equipment required for Vehicles used in Rural areas during bushfire season – Fire Blanket (1 per person) Knapsack 16 Ltrs FULL or Fire Extinguisher Water Type Portable Min Capacity 16 Ltrs plus Powder Type Portable Min Capacity 0.89kg and Fire Rake	<Undefined>	
	43	3.16	Rescue Kits – Pole Top, Tower and Ground: Available & in place (accessible and in view), correctly stocked and indated.	<Undefined>	
	44	3.17	Gas Cylinders - Transport / Storage (Oxy, Acetylene, LPG & propane or butane throwaway style cylinders) Secured in upright position, hose / attachments disconnected & cylinder plugged. Refer SDS	<Undefined>	
	45	4.1		<Undefined>	

			Construction Manuals on site & up to date.		
	46	4.2	Field Folder up to date, current and On Site	<Undefined>	
	47	4.3	MSDS for all hazardous and or dangerous substances?	Observation (O)	No MSDS on site. Peter Hodges to get MSDS before next job.
	48	5.1	Are effective communication and team support displayed by Work Group members?	<Undefined>	
	49	5.2	Are acceptable behaviours displayed? E.g. Code of Conduct	<Undefined>	
	50	5.3	Does the job appear to be well organised with workgroup and equipment levels appropriate for the task being performed? (Assess coordination of tasks and Site Management).	<Undefined>	
	51	5.4	Is Safety Observer (Including Safety Observer (Exclusion Zone)) directly observing operations when Operators and plant such as EWP are working and in direct communications with Operator during all tasks and operation of plant?	<Undefined>	
	52	6.1	Safety headwear – Inspect for signs of damage or deterioration & check issue date	<Undefined>	
	53	6.2	Safety glasses – sun glasses and or clear to AS 1337.1:2010	<Undefined>	
	54	6.3	Safety steel cap boots in good condition.	<Undefined>	
	55	6.4	High visibility clothing – Note: All Clothing Free of Defects and un-faded	<Undefined>	
	56	6.5	Long sleeve-buttoned at wrist / long pants.	<Undefined>	
	57	6.6	Hearing protection available & used if applicable	<Undefined>	
	58	6.7	Working gloves available and worn	<Undefined>	
	59	6.8	Fall arrest equipment (Incl Lanyard, Karabiners etc) within test date and good condition. Remove From Service Date:	<Undefined>	
	60	6.9	Electrical Gloves – LV & HV – in date. (Leather Outer in Good Condition, Clean)	<Undefined>	
	61	6.10	Insulated Mats – clean, good condition and free from imperfections.	<Undefined>	
	62	6.11	Insulated Sticks in date, good condition (no cracks,	<Undefined>	

			splits, chips) & stored correctly?		
	63	6.12	Task specific PPE e.g. Grinding, Welding etc	<Undefined>	
	64	6.13	Chain Saw Specific: 1. Helmet fitted w/- correct face guarding and/ or safety glasses 2. Chain saw chaps / pants worn 3. Hearing Protection	<Undefined>	

Actions

	Due Date	Action Number	Assigned To	Action Title	Status	
	13/05/2016	ACT-0009219		Spitting Chips follow up	Closed	

Audit/Inspection Result

☐ Compliant ☐ Not Compliant ☒ Partially Compliant

Executive Summary

Many issues with Spitting Chips. Peter has given his commitment to improving his system of works.



Comments / Findings

Ready for Sign Off? ☒

To be Signed Off by



Supporting Documentation**Links to Supporting Documentation****File Attachments**

	Date Loaded	Attached File	File Type	File Size - KB	File Uploaded By	File Description	
	31/03/2016	<u>Spitting Chips Trees - Vegetation clearing - 31_03_2016</u>	pdf	582			

Sign Off

Signed Off by	Sign Off Date
<input type="text"/>	<input type="text"/>
Comments *	
<input type="text"/>	
Close this record?	<input type="checkbox"/>