

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

HEALTH, SAFETY AND ENVIRONMENT MANAGEMENT PLAN

FOR

Brendan McKenna Earthmoving PTY LTD

FOR IMPLEMENTATION

ON

(Site/Project name)

Issue Date	Details of Change(s)	Approved (Signature)

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

Introduction

This Management Plan forms part of the Brendan McKenna Earthmoving Integrated Management System (IMS).

This document outlines the health, safety and environmental management arrangements to be implemented by Brendan McKenna Earthmoving Pty Ltd for the project.

The IMS provides a structured framework to manage risks, meet legal and compliance obligations, and support safe work practices, environmental protection, and continual improvement across all operations.

Name of Company (referred to from hereon as 'The Company'):

Address:

Phone:

Fax:

Trade Name:

Managing Director/General Manager:

Address:

Phone:

Fax:

Mobile:

Company Emergency Contact Details

Name:

Position:

Phone:

Fax:

Mobile:

Scope of Works:

-
-
-
-
-
-

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

Health Safety & Environmental Policy

At Brendan McKenna Earthmoving Pty Ltd, we maintain policies covering health, safety, environmental management, and incident management.

All policies are available via the company system and can be provided upon request.

The Brendan McKenna Earthmoving Integrated Management System (IMS) is implemented to manage these commitments and is subject to regular internal audits and reviews to ensure effectiveness and compliance.

In addition, Heavy Vehicle National Law (HVNL) requirements are audited in accordance with NHVAS obligations.

NHVAS Audit summary report, <https://www.nhvr.gov.au/document/258>

Leadership & Accountability

All managers, supervisors, workers and contractors operate within the requirements of the Integrated Management System (IMS) and are responsible for implementing and maintaining health, safety and environmental controls within their areas of responsibility.

Critical success factors:

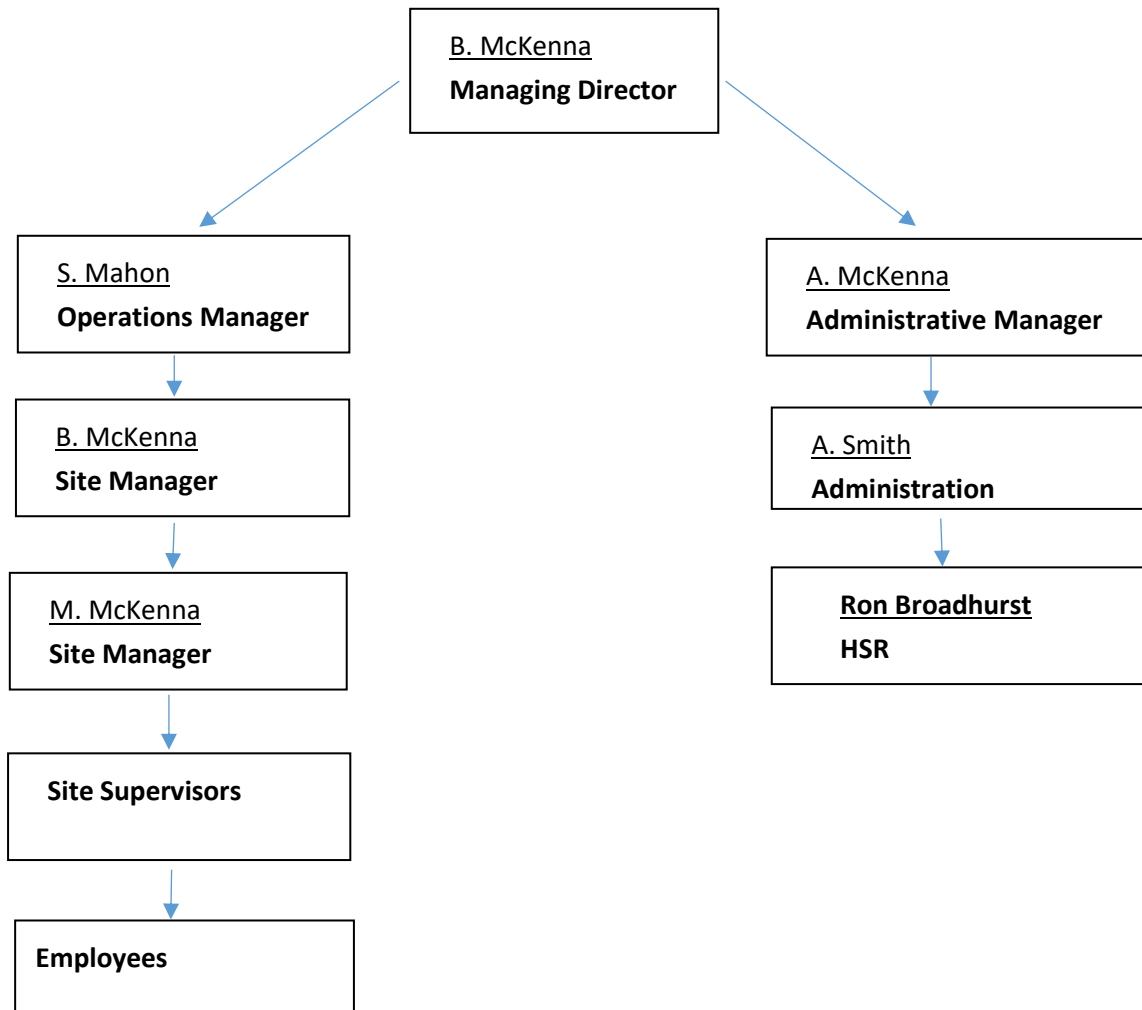
All Managers

- defined health, safety and environmental (HSE) accountabilities.
- show personal commitment via support and personal involvement.

All employees and contractors

- Follow safe work practices and
- Accept responsibility for their actions.

Company Organisational Chart



Roles & Responsibilities

All roles operate in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS).

Brendan McKenna Earthmoving PTY LTD will provide the following key personnel on site. Their roles and responsibilities regarding safety on site are outlined below.

Site Manager

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

Agreed responsible for safety on the project and duties include:

- implementing the requirements of the Integrated Management System (IMS), including health, safety and environmental procedures.
- ensuring annual audits are conducted in accordance with HVNL requirements and the Integrated Management System (IMS)
- coordinating inductions for all new employees, subcontractors and visitors using the appropriate form/app. Managers will conduct an induction on all new employees, visitors and subcontractors who present to site for the first time.
- using the principles of the Hierarchy of Controls in all design, fabrication, and construct activities to minimize the risk to all personnel in the workplace.
- carrying out a design review with the Principal Contractor's project team to assist in the identification of further risk reduction control measures.
- participating in the planning and design stages of trade activities
- stimulating a high level of safety awareness at all times
- identifying safety training needs
- leading by example
- maintaining safe equipment and plant to ensure it is provided and fit for use
- all lead and lag indicators will be recorded to monitor the safety performance of the company.
- monitoring compliance with safe work practices at all times
- coordinating the identification and preparation of safe work procedures
- reviewing safety reports and inspections and initiating rectification where necessary
- participating in accident / incident investigations
- participating in safety meetings and programs
- monitoring compliance with safe work methods (controls)
- providing leadership to direct employees on environmental issues
- where applicable, reporting and investigation of environmental incidents to the company's management.

Site Supervisor

Agreed responsible for safety on the project and duties include:

- implementing the requirements of the Integrated Management System (IMS), including health, safety and environmental procedures
- observing all HSE requirements and Statutory rules and regulations
- verifying all works are conducted in a safe manner and without risk to employees' health and safety
- planning and coordinating work activities to ensure safe execution.
- providing advice and assistance on HSE to all employees
- participating in the planning and design stages of trade activities
- monitoring compliance with current HSE and legislative requirements
- identifying HSE training programs in advance and allow for employee/s identified as requiring training to attend the training.
- actioning safety reports and carrying out workplace inspections.
- preparing and participating in safety meetings and safety programs

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

- facilitating the preparation of work procedures and Job Hazard Analysis for the activities
- maintaining compliance with safe work practices at all times
- investigating hazard reports and ensuring that corrective actions are undertaken.
- conducting project inductions, toolbox talks and daily team briefings.
- participating in accident / incident investigations
- leading by example and promoting HSE at every opportunity
- supervising and ensuring compliance with work procedures
- providing suitable employment to assist rehabilitation initiatives.
- stimulating a high level of safety awareness at all times
- taking prompt and effective actions to control any environmental incidents that have the potential to impact on the environment.

Safety officer / Health and Safety representative

Ensure the business meets its duties to protect workers and other persons against harm to health and safety:

- conducting safety briefings and workplace inspections
- implementing amendments to legislation by updating controls, procedures and policies
- consulting with workers on the development, implementation and review of hazard management procedures and controls
- facilitating consultation between workers and management on workplace changes impacting health and safety
- coordinating quarterly meetings between the HSR and workers
- communicating relevant legislative updates to all employees
- maintaining records of incidents, near misses, complaints, inspections and investigations
- monitoring reports and registers and updating them as required
- ensuring audits are conducted in accordance with HVNL requirements and the Integrated Management System (IMS)
- maintaining and updating health, safety and environmental procedures
- providing advice on work-related health and safety risks to management and staff
- investigating incidents and supporting corrective actions
- monitoring compliance with safety standards and legislative requirements
- coordinating inductions for employees, subcontractors and visitors where required
- applying the principles of the hierarchy of controls in all work activities
- promoting a high level of safety awareness across the workplace
- identifying training needs and supporting competency development
- maintaining records of leading and lagging indicators to monitor safety performance
- maintaining compliance with safe work practices at all times
- coordinating the development and preparation of safe work procedures
- reviewing safety reports and inspection findings and initiating corrective actions where required
- participating in incident investigations and safety programs
- monitoring compliance with safe work methods and controls
- supporting the reporting and investigation of environmental incidents where applicable.

Employees

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

All employees are responsible for working in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) and for:

- reporting to the Supervisor or Health and Safety Representative immediately any actual or potential unsafe conditions, dangerous occurrences, or injuries in the workplace
- assisting new employees in the application of correct work procedures and safe work practices
- working in a safe manner that does not endanger themselves or others
- using personal protective equipment (PPE) as required for the task and project
- complying with all site procedures, instructions and safe work method statements (SWMS)
- participating in training, inductions and safety meetings as required

Contractors

All contractors are responsible for working in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) and for:

- reporting to the Site Manager or delegate prior to commencing any work
- reporting to the Site Manager, Supervisor or Health and Safety Representative immediately any actual or potential unsafe conditions, dangerous occurrences, or injuries in the workplace
- assisting new personnel in the application of correct work procedures and safe work practices where required
- working in a safe manner that does not endanger themselves or others
- operating plant and equipment only where competent, trained and authorised to do so
- complying with all site procedures, instructions and safe work method statements (SWMS)
- participating in site inductions, toolbox talks and safety meetings as required
- using personal protective equipment (PPE) as required for the task and project
- complying with all applicable legislative and site-specific safety and environmental requirements
- complying with host site requirements and environmental controls where applicable

Risk Management

All managers:

- have defined health, safety and environmental (HSE) accountabilities and action plans
- demonstrate personal commitment through leadership, support and active involvement

All employees and contractors:

- follow safe work practices and procedures
- accept responsibility for their actions
- comply with risk controls and site requirements

Risk Management Approach:

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

All work activities are assessed in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS).

Risk assessments are conducted to identify hazards, assess risks, and implement appropriate control measures prior to and during work activities.

Risk Assessment

Risk assessments are conducted in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS).

Brendan McKenna Earthmoving Personal Risk Assessment tools (e.g. Take 5 / JHA) are used by employees to assess risks prior to commencing tasks.

A Job Hazard Analysis (JHA) must be completed where a documented procedure is not available or where additional risk assessment is required. Forms are available within the Integrated Management System (IMS).

Risk assessments are reviewed and updated following incidents, changes in work activities, or the identification of new hazards.

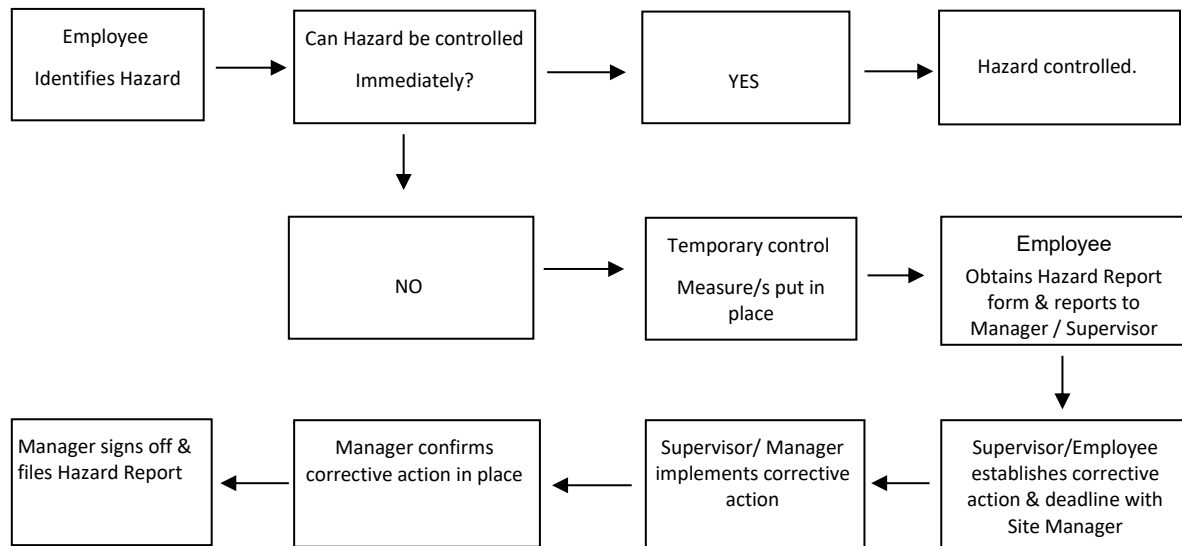
Hazard Reporting and Management

All personnel must report hazards immediately in accordance with the Integrated Management System (IMS). The Site Manager is responsible for ensuring hazards are investigated and appropriate corrective actions are implemented.

This includes:

- documenting corrective actions taken
- communicating outcomes to relevant personnel
- verifying that hazards have been effectively controlled

The flowchart below outlines the process to be followed when a hazard is identified.



Safe & Healthy Work Environment

All work activities are undertaken in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) to ensure a safe and healthy work environment.

Key principles include:

- maintaining well-defined and consistent workplace standards
- implementing processes for inspecting and reinforcing these standards
- encouraging worker involvement in improving the work environment

High Risk Construction Work

All high-risk construction work conducted by Brendan McKenna Earthmoving Pty Ltd is managed in accordance with the Integrated Management System (IMS) and applicable legislative requirements.

A Broadbrush Risk Assessment (BBRA) is used to identify hazards associated with plant and work activities and to determine appropriate control measures to reduce risk so far as is reasonably practicable (ALARP).

Personal Protective Equipment (PPE)

Personal protective equipment (PPE) is used as a control measure where risks cannot be adequately controlled through higher-level controls.

Where practicable, hazards are controlled using the hierarchy of controls, including elimination, substitution, engineering controls, isolation, or administrative controls prior to the use of PPE.

Where these controls are not sufficient, appropriate PPE must be provided and used, including:

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

- gloves
- protective clothing and equipment
- hearing protection
- high visibility garments
- respiratory protection
- eye protection
- sun protection
- safety boots
- harnesses and other task-specific equipment as required

All PPE will be selected, used and maintained in accordance with relevant Australian Standards and site requirements. Records of compliance and certification will be retained where required.

Traffic Management

Traffic management is implemented in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) to ensure the safe movement of vehicles, plant and personnel within the work area.

The operations management team has overall responsibility for the implementation and monitoring of traffic management controls for the work area and access roads.

All operators and drivers must comply with site-specific traffic management rules, including speed limits, designated travel paths and exclusion zones.

Traffic management requirements will be communicated to all personnel prior to commencing work and updated as required.

Where traffic control is required, appropriate measures will be implemented, including:

- traffic management plans where applicable
- use of signage, barriers and delineation
- establishment of exclusion zones
- use of trained personnel where required

The type and extent of traffic control measures will be determined based on the risks associated with the specific work activities and site conditions.

Plant and Equipment Registers

Plant and equipment used on site are maintained and managed in accordance with the Integrated Management System (IMS).

Registers are maintained to ensure that all plant and equipment are inspected, maintained and safe for use.

Electrical

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

All electrical work, including the use of portable tools, leads and extension cords, will be carried out in accordance with relevant legislation, Australian Standards and site requirements.

All electrical equipment must be tested and tagged by a licensed electrician or qualified person prior to use on site.

Testing and tagging must be current and maintained throughout the duration of the project.

Hazardous Substances

Hazardous substances are managed in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) and relevant legislative requirements.

No hazardous substances are to be brought onto site without prior approval from the nominated site representative and in accordance with project requirements.

Safety Data Sheets (SDS) must be available for all hazardous substances and followed at all times.

All hazardous substances must be:

- stored in accordance with SDS requirements
- clearly labelled in original or approved containers
- stored in designated areas and not within site amenities

All personnel must be provided with appropriate information, instruction and training prior to the use of hazardous substances. Handling, storage and use must comply with SDS requirements at all times.

Lifting Gear

All lifting gear and accessories must be:

- clearly marked with manufacturer identification
- rated with safe working load (SWL)
- identified with a unique company identification number where applicable

Inspection and certification requirements must be met, and records must be maintained and made available upon request.

Lifting equipment must be inspected prior to use and used only for its intended purpose.

Mobile Plant Register

All mobile plant used on site must be recorded and maintained in accordance with the Integrated Management System (IMS).

Plant registers and maintenance records must be maintained and made available upon request.

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

All plant must be inspected, maintained and operated in accordance with manufacturer requirements and relevant legislation.

Safe & Competent People

All personnel are required to work in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) and must be appropriately trained, competent and aware of site-specific risks.

Key requirements include:

- all employees are inducted in accordance with their work activities and site requirements
- all operators and trades are trained, assessed and deemed competent for the tasks they perform
- personal risk assessment tools (e.g. Take 5 / JHA) are used to identify day-to-day hazards
- toolbox meetings are conducted to maintain safety awareness and knowledge
- safe behaviours are demonstrated at all times, both on and off the job

Training and Competency

A summary of employee competencies is maintained in the Training and Competency Register in accordance with the Integrated Management System (IMS).

Records of training, licences and competency assessments are maintained and made available upon request.

Training needs are identified and reviewed regularly. Where gaps are identified, appropriate training or refresher training will be arranged.

Pre-Start and Communication Meetings

All employees are required to attend pre-start meetings conducted by the Site Manager or delegate.

Pre-start meetings communicate daily work activities, hazards, controls and site requirements.

Toolbox talks are conducted regularly to reinforce safety awareness, address specific issues, and communicate updates to procedures or work practices.

Records of pre-start meetings and toolbox talks are maintained and signed by participants in accordance with the IMS Communication Procedure.

Environmental Management

Environmental risks are managed in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) and relevant legislative requirements.

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

All work activities are assessed to identify potential environmental impacts, and appropriate control measures are implemented prior to and during works.

Key requirements include:

- conducting environmental risk assessments for all projects
- implementing environmental management plans and controls
- providing environmental awareness training for all employees, with additional responsibilities for supervisors and managers

Environmental Controls

The following activities and associated controls may be required depending on the scope of works and site conditions.

Hydrocarbons and Chemical Management

- all hydrocarbons and chemicals stored on site must be appropriately identified and controlled
- a current register of hazardous substances and Safety Data Sheets (SDS) must be maintained and readily available
- servicing of plant and equipment must be carried out in designated areas where practicable
- spill kits must be available in areas where hydrocarbons are used
- all spills must be contained and cleaned up immediately
- environmental incidents, including significant spills, must be reported in accordance with the IMS

Waste Management

- waste must be managed to minimise environmental impact
- recycling must be carried out wherever practicable
- bins and waste storage areas must be maintained, covered where required, and emptied regularly

Vegetation Management

- all plant and equipment must be cleaned prior to arrival on site where required to prevent the spread of weeds and contaminants
- vegetation disturbance must be minimised and limited to approved work areas

Dust Management

- dust controls must be implemented to minimise the generation and spread of dust from site activities
- controls may include water suppression, limiting vehicle speeds, and monitoring site conditions

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

Emergency Response

Emergency preparedness and response are managed in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS) and relevant legislative requirements.

Appropriate emergency procedures, trained personnel and resources are in place to effectively respond to incidents and minimise risk to workers, the public and the environment.

Fire Protection

Adequate fire protection measures must be in place for all work activities where a fire risk may be present.

- suitable fire extinguishers must be provided and located in accessible areas
- all mobile plant must be equipped with appropriate fire extinguishers
- fire extinguishers must be inspected, serviced and maintained in accordance with Australian Standards
- hot work activities (e.g. welding) must not be undertaken unless appropriate controls, permits and trained personnel are in place
- combustible materials must not be allowed to accumulate in work areas
- all personnel must be aware of emergency procedures and the location of fire equipment
- emergency contact numbers must be clearly displayed at site locations

Emergency Procedures

The Site Manager is responsible for ensuring an appropriate level of emergency preparedness is established and maintained for the site.

Emergency procedures are communicated to all personnel through inductions, pre-start meetings and toolbox talks.

Emergency response arrangements must be:

- appropriate to the specific work area and activities
- communicated to all personnel prior to commencing work
- reviewed and updated where conditions or risks change

Emergency preparedness and response requirements are documented as part of the project and maintained in accordance with the IMS.

Workers Compensation

Details of the nominated contact responsible for workers compensation claims must be maintained and made available where required.

- name of responsible person
- contact phone number
- insurer name

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

- insurer contact details

Continual Improvement

Continual improvement is achieved through ongoing monitoring, inspections, audits, and corrective actions in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS).

Workplace Inspections

Workplace inspections are conducted on a regular basis to identify hazards, verify controls and ensure safe work practices are being followed.

Inspections are carried out by supervisory staff and may include worker representatives where appropriate.

Workplace inspections identify:

- potential hazards not previously identified during planning or risk assessment
- plant and equipment deficiencies
- unsafe work practices or behaviours
- hazardous site conditions

Inspection findings are recorded and communicated, and any identified issues are addressed promptly.

Where required, corrective actions are implemented and tracked in accordance with the IMS corrective action process.

To support hazard identification, standard work procedures, risk assessments and checklists are used as appropriate to the work being undertaken.

Inspection records are reviewed and signed off by the Site Manager and maintained within the IMS records system.

Incident Notification & Reporting

All incidents, near misses and hazards must be reported immediately to the Site Manager or Supervisor in accordance with the Brendan McKenna Earthmoving Integrated Management System (IMS).

Incidents are recorded using the company Incident Report and Investigation process, and appropriate actions are taken to manage and control risks.

Statutory Notification

Where an incident is notifiable under relevant legislation, the appropriate authority must be notified as required.

Health, Safety and Environmental

Date Modified: 27/04/26

Next Revision Date: 27/04/28

Information provided to the authority may include:

- the current status of injured persons and any damage to plant, equipment or the environment
- identified causes of the incident, including system, plant and human factors
- corrective actions implemented or planned
- records of any statutory notifications and correspondence

Incident Investigation and Records

All incidents must be documented using the company Incident Report / Investigation Form.

Incidents are investigated to determine root causes and to implement corrective actions to prevent recurrence.

Records of incidents, investigations and corrective actions are maintained in accordance with the IMS.

Communication and Contact Details

All enquiries relating to the management plan should be directed to the Managing Director.

Relevant procedures, forms and records are available within the IMS.

For urgent matters, contact:

Phone: 0418 717 154