



CS ENERGY PROCEDURE FOR HEALTH AND SAFETY LIFE SAVERS CS-OHS-49

Responsible Officer: Health and Safety Coordinator
Responsible Executive: Group Manager Health Safety Security and Environment

DOCUMENT HISTORY

Key Changes	Prepared By	Checked By	Approved By	Date
Draft	S Henry-Schwarten	H&S Team	M Turner	11/05/2010
Draft - Review and amendments by Safety Wise Solutions	B Johnson	H&S Team	M Turner	17/05/2010
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Issued for implementation	B Johnson	H&S Team	M Turner	24/08/2010
Reviewed Procedure and updated Formatting to New CS Energy	D Clarke	H&S Team	A Brown	10/04/2012
Updated references to procedure CS-HR -23 to CS-HR-63.	J Box	D Clarke	K Ussher	22/07/2014



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1 PURPOSE

All personnel of CS Energy have a responsibility to themselves, their family and work colleagues to work safely. Accordingly, CS Energy has developed a set of health and safety non-negotiable rules, which must be applied by all personnel for this to be achieved.

This set of health and safety rules, called Life Savers, is based on incident management system data, consultation with managers and employee representatives and the procedure for Minimum Health and Safety Standards for Critical Risks, CS-OHS-48. The objective is to target and reinforce crucial behaviours and processes that ensure safety performance, particularly in high risk areas of the business.

Health and Safety Life Savers are rules that, if not followed, are considered to be serious safety breaches and will result in predefined disciplinary action applying the procedure for Fair and Just Culture, CS-OHS-47. Any such breach is considered a serious matter by CS Energy as it has the potential to cause serious injury or fatality of employees, contractors and/or members of the general public.

2 SCOPE

This procedure, defining CS Energy's health and safety Life Savers, applies to all personnel in our workplaces.

3 RESPONSIBILITY

All employees and contractors working for CS Energy and its associated operations must adhere to the Health and Safety Life Savers.

Life Savers are CS Energy standards for safeguarding personal safety and are key controls and procedures that all personnel must comply with in the workplace.

All managers/supervisors are to ensure that all personnel know, understand and apply these principles when conducting work for CS Energy. New employees and contractors will be familiarised with the standards in their induction and site-based safety training.

4 HEALTH AND SAFETY LIFE SAVERS

The Health and Safety Life Savers are specific rules that are pivotal to upholding the integrity of the CS Energy safety management system. These are detailed as follows:

1. No person shall direct anyone to break a life savers rule.
2. Only operate equipment for which you are trained, competent and authorised.
3. Only commence work after all appropriate permits to work (PTW) are in place.
4. All necessary isolations must be in place and verified as effective in accordance with your role, before work can commence.
5. Do not remove, bypass or modify a safety protection device without appropriate authorisation.
6. Do not work at heights without appropriate fall protection systems in place for people and objects.

These life savers shall be communicated to, and understood by all personnel and displayed in prominent locations around each site.



5 CONSEQUENCES OF NON-COMPLIANCE

All personnel must work to ensure compliance with the health and safety life savers. Where a person has acted and in breach of the life savers, disciplinary action will be taken. This action will be in accordance with the CS Energy Fair and Just Culture Procedure, CS-OHS-47 and the performance management process as outlined in the procedure, Performance and Misconduct, CS-HR-63.

6 REFERENCES

Reference No	Reference Title	Author
"B/D/11/30970"	Procedure - CS-OHS-48 - Minimum Health and Safety Standards for Critical Risks	CS Energy
"B/D/11/30969"	Procedure - CS-OHS-47 - Fair and Just Culture	CS Energy
"B/D/13/6244"	Procedure - CS-HR-63 - Performance and Misconduct	CS Energy
"B/D/11/39710"	CS Energy Code of Conduct	CS Energy

7 RECORDS MANAGEMENT

In order to maintain continual improvement, suitability, safety and effectiveness of the organisation, registered documents will be reviewed on a two yearly basis, or where it has been identified that there are changes in technology, legislation, standards, regulations or where experience identifies the need for alteration to the content. Registered documents should also be reviewed following an incident, change management process, modification or where directed as part of a risk assessment process.

CS Energy must ensure that records are retained according to accountability, legal, administrative, financial, commercial and operational requirements and expectations. In compliance with records retention and disposal, all documentation created in relation to CS Energy business must be retained in line with minimum retention periods as detailed in legal retention and disposal schedules.