DELIVERING4CUSTOMERS

Emergency Response

Week 6

RIDE THE WAVE, NOT THE RISK

Safety In The Summertime

Emergency Response

Just like lifeguards are trained to respond quickly in an emergency, our teams must be ready to act safely and effectively on site.

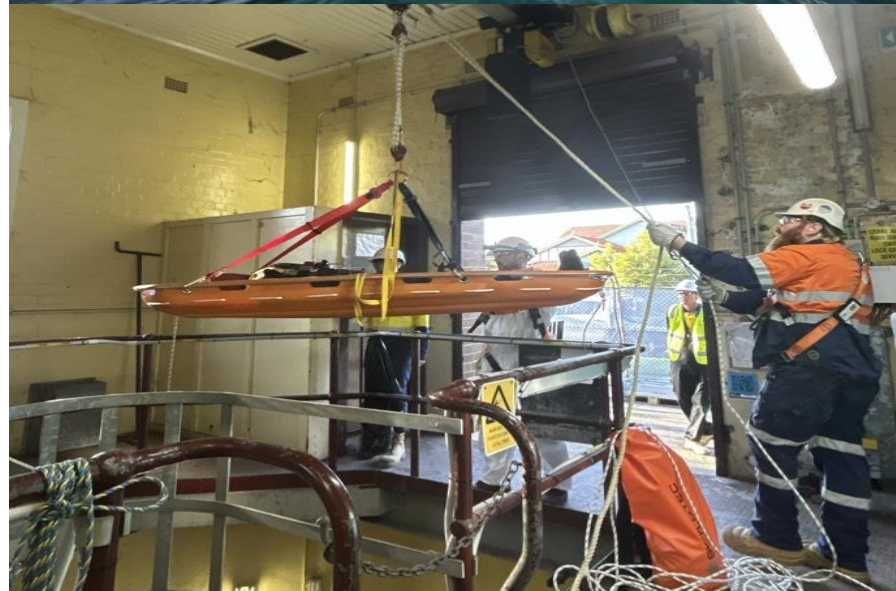
Key practices:

- Know the emergency procedures for your site and the location of alarms, exits, and first aid equipment
- Respond promptly to incidents and follow established protocols
- Support colleagues during an emergency, ensuring everyone is accounted for
- Participate in drills and training to build confidence and preparedness

Why it matters:

Being prepared for emergencies protects lives, minimises harm, and ensures that our teams, visitors, and the public remain safe.

Confidence and readiness today means everyone can return home healthy, both physically and mentally.

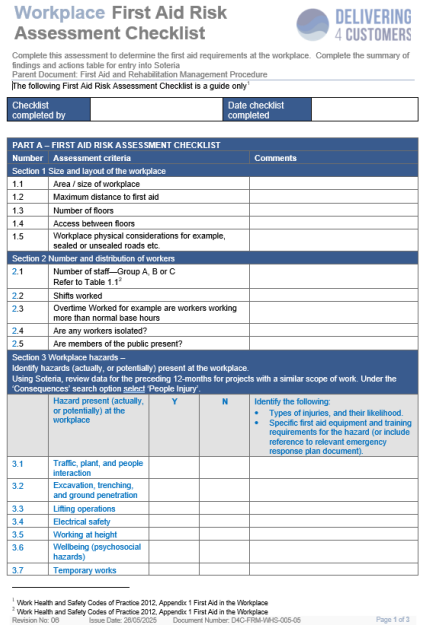


Emergency Preparedness

As we return to work, it's a good time to reassess our first aid readiness

- Check supplies: Ensure all first aid kits are fully stocked and items are within expiry.
- Know your responders: Confirm who your site's First Aiders and Mental Health First Aiders are and make this information visible to all workers.
- Practice response: Conduct a mock evacuation so everyone understands the muster point and the accountability system in place.

Being prepared means we can respond quickly and effectively when it matters most.



Workplace First Aid Risk Assessment Checklist

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Complete this assessment to determine the first aid requirements at the workplace. Complete the summary of findings and actions table for entry into Soleria
Parent Document: First Aid and Rehabilitation Management Procedure
The following First Aid Risk Assessment Checklist is a guide only[1]

Checklist completed by		Date checklist completed	

PART A – FIRST AID RISK ASSESSMENT CHECKLIST				
Number	Assessment criteria			Comments
Section 1 Size and layout of the workplace				
1.1	Area / size of workplace			
1.2	Maximum distance to first aid			
1.3	Number of floors			
1.4	Access between floors			
1.5	Workplace physical considerations for example, sealed or unsealed roads etc.			
Section 2 Number and distribution of workers				
2.1	Number of staff—Group A, B or C Refer to Table 1.1[2]			
2.2	Shifts worked			
2.3	Overtime Worked for example are workers working more than normal base hours			
2.4	Are any workers isolated?			
2.5	Are members of the public present?			
Section 3 Workplace hazards – Identify hazards (actually, or potentially) present at the workplace. Using Soleria, review data for the preceding 12-months for projects with a similar scope of work. Under the 'Consequences' search option select 'People Injury'.				
	Hazard present (actually, or potentially) at the workplace	Y	N	Identify the following: • Types of injuries, and their likelihood. • Specific first aid equipment and training requirements for the hazard (or include reference to relevant emergency response plan document).
3.1	Traffic, plant, and people interaction			
3.2	Excavation, trenching, and ground penetration			
3.3	Lifting operations			
3.4	Electrical safety			
3.5	Working at height			
3.6	Wellbeing (psychosocial hazards)			
3.7	Temporary works			

[1] Work Health and Safety Codes of Practice 2012, Appendix 1 First Aid in the Workplace
[2] Work Health and Safety Codes of Practice 2012, Appendix 1 First Aid in the Workplace

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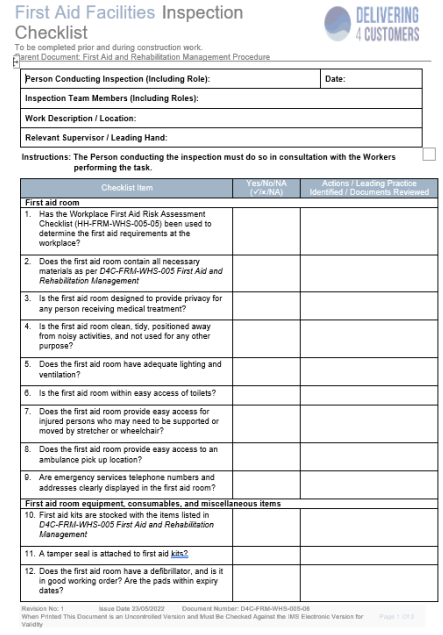

First Aid Facilities Inspection Checklist

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To be completed prior and during construction work.
Parent Document: First Aid and Rehabilitation Management Procedure

Person Conducting Inspection (Including Role):	Date:
Inspection Team Members (Including Roles):	
Work Description / Location:	
Relevant Supervisor / Leading Hand:	

Instructions: The Person conducting the inspection must do so in consultation with the Workers performing the task.

Checklist Item	Yes/No/NA (√/x/NA)	Actions / Leading Practice Identified / Documents Reviewed
First aid room		
1. Has the Workplace First Aid Risk Assessment Checklist (HH-FRM-WHS-005-05) been used to determine the first aid requirements at the workplace?		
2. Does the first aid room contain all necessary materials as per *D4C-FRM-WHS-005 First Aid and Rehabilitation Management*		
3. Is the first aid room designed to provide privacy for any person receiving medical treatment?		
4. Is the first aid room clean, tidy, positioned away from noisy activities, and not used for any other purpose?		
5. Does the first aid room have adequate lighting and ventilation?		
6. Is the first aid room within easy access of toilets?		
7. Does the first aid room provide easy access for injured persons who may need to be supported or moved by stretcher or wheelchair?		
8. Does the first aid room provide easy access to an ambulance pick up location?		
9. Are emergency services telephone numbers and addresses clearly displayed in the first aid room?		
First aid room equipment, consumables, and miscellaneous items		
10. First aid kits are stocked with the items listed in *D4C-FRM-WHS-005 First Aid and Rehabilitation Management*		
11. A tamper seal is attached to first aid kits?		
12. Does the first aid room have a defibrillator, and is it in good working order? Are the pads within expiry dates?		

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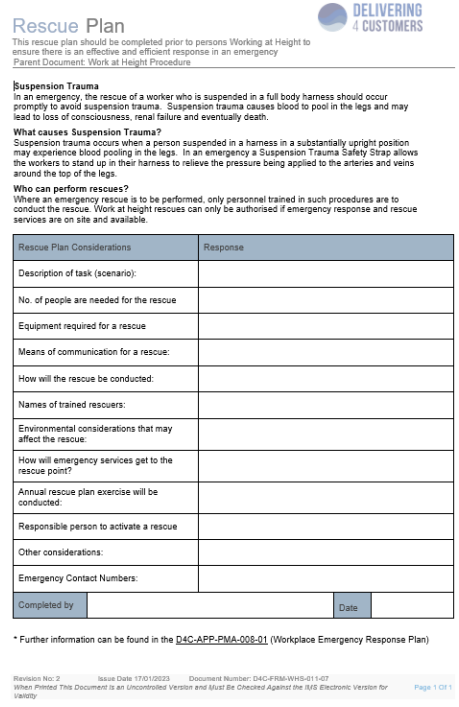
Rescue Plans

Rescue plans are a vital part of planning high-risk works. They must be:

- Documented within the Confined Space and Working at Height Permits and attached to Excavation and Trenching Permits.
- Tested through a mock rescue before work begins to ensure the plan is practical and effective.

Preparation saves lives. Make sure your team knows exactly what to do if an emergency occurs.



Rescue Plan

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This rescue plan should be completed prior to persons Working at Height to ensure there is an effective and efficient response in an emergency

Parent Document: Work at Height Procedure

Suspension Trauma

In an emergency, the rescue of a worker who is suspended in a full body harness should occur promptly to avoid suspension trauma. Suspension trauma causes blood to pool in the legs and may lead to loss of consciousness, renal failure and eventually death.

What causes Suspension Trauma?

Suspension trauma occurs when a person suspended in a harness in a substantially upright position may experience blood pooling in the legs. In an emergency a Suspension Trauma Safety Strap allows the workers to stand up in their harness to relieve the pressure being applied to the arteries and veins around the top of the legs.

Who can perform rescues?

Where an emergency rescue is to be performed, only personnel trained in such procedures are to conduct the rescue. Work at height rescues can only be authorised if emergency response and rescue services are on site and available.

Rescue Plan Considerations	Response
Description of task (scenario):	
No. of people are needed for the rescue	
Equipment required for a rescue	
Means of communication for a rescue:	
How will the rescue be conducted:	
Names of trained rescuers:	
Environmental considerations that may affect the rescue:	
How will emergency services get to the rescue point?	
Annual rescue plan exercise will be conducted:	
Responsible person to activate a rescue	
Other considerations:	
Emergency Contact Numbers:	
Completed by	Date

* Further information can be found in the D4C-APP-PMA-008-01 (Workplace Emergency Response Plan)

Revision No: 2 Issue Date 17/01/2023 Document Number: D4C-FRM-WHS-011-07

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Case Study - *Preparation Prevents Loss*

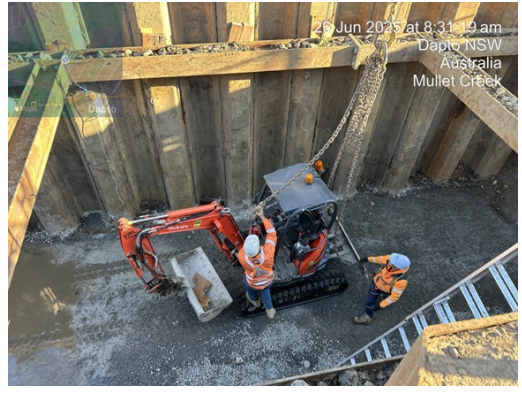
Location: Mullet Creek, West Dapto

Known Risk: Area prone to flooding during heavy rain

To prepare for potential severe weather, the team conducted a mock rescue and evacuation drill on 26 June 2025, simulating a high rainfall event. The exercise focused on:

- Safely securing equipment and materials
- Practicing evacuation from sheet piles under flood conditions

Outcome: Just six days later, a major rain event occurred, and the work area flooded. Thanks to the mock exercise, all equipment was safely stored and there was no damage.

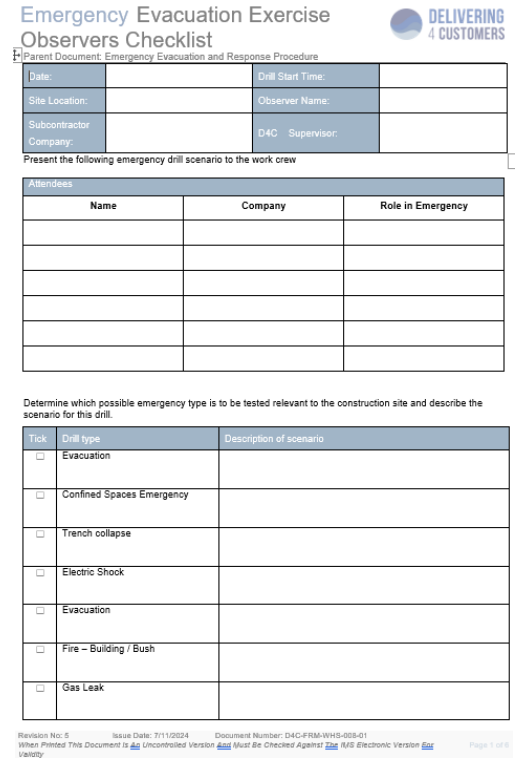


Emergency Debrief

Following any mock rescue or emergency drill, it's essential to debrief the team to:

- Identify what went well and should be repeated
- Discuss what could be improved for next time
- Ensure all learnings are documented and shared across teams

Continuous improvement keeps our emergency response plans effective and our people safe.



Emergency Evacuation Exercise Observers Checklist

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Parent Document: Emergency Evacuation and Response Procedure

Date:		Drill Start Time:	
Site Location:		Observer Name:	
Subcontractor Company:		D4C Supervisor:	

Present the following emergency drill scenario to the work crew

Attendees		
Name	Company	Role in Emergency

Determine which possible emergency type is to be tested relevant to the construction site and describe the scenario for this drill.

Tick	Drill type	Description of scenario
☐	Evacuation	
☐	Confined Spaces Emergency	
☐	Trench collapse	
☐	Electric Shock	
☐	Evacuation	
☐	Fire – Building / Bush	
☐	Gas Leak	

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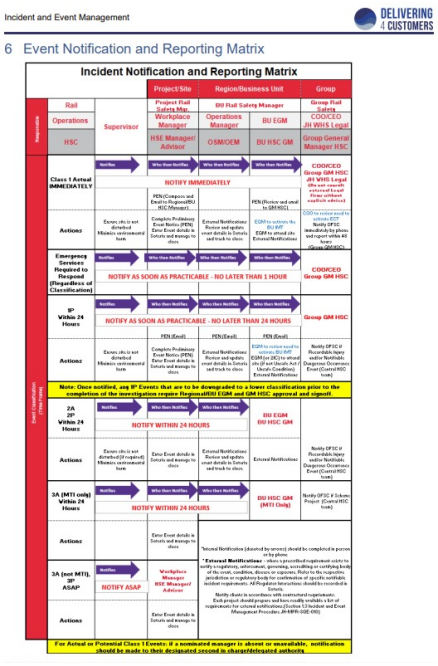
Incident Notification



If an incident occurs:

- Ensure the safety of all workers – make the area safe and provide first aid if required.
- Do not disturb (preserve) the scene – unless it's necessary to protect people or prevent further damage.
- Contact your supervisor immediately – report the incident and follow site notification procedures.

Clear, calm actions in the first moments make all the difference.

Documentation Review

As part of the restart process all relevant documentation must be reviewed and discussed before works recommence on site.

Any changes or updates must be documented and communicated to the workforce, including delivery partners (subcontractors).

The following documentation must be reviewed and ensure its relevance for all upcoming tasks.

GMR	• Global Mandatory Requirements
AMS	• Activity Method Statement
TRA	• Task Risk Assessment
SWMS	• Safe Work Method Statements
Training	• Certification & VOC's
Permits	• Validation
Emergencies	• Emergency Response Procedures
Quality	• ITP's & Check Sheets
Induction	• Site Specific & Client
E-Learning	• Mandatory online

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BODYCARE WORKPLACE SOLUTIONS | healthworks

Skin Checks

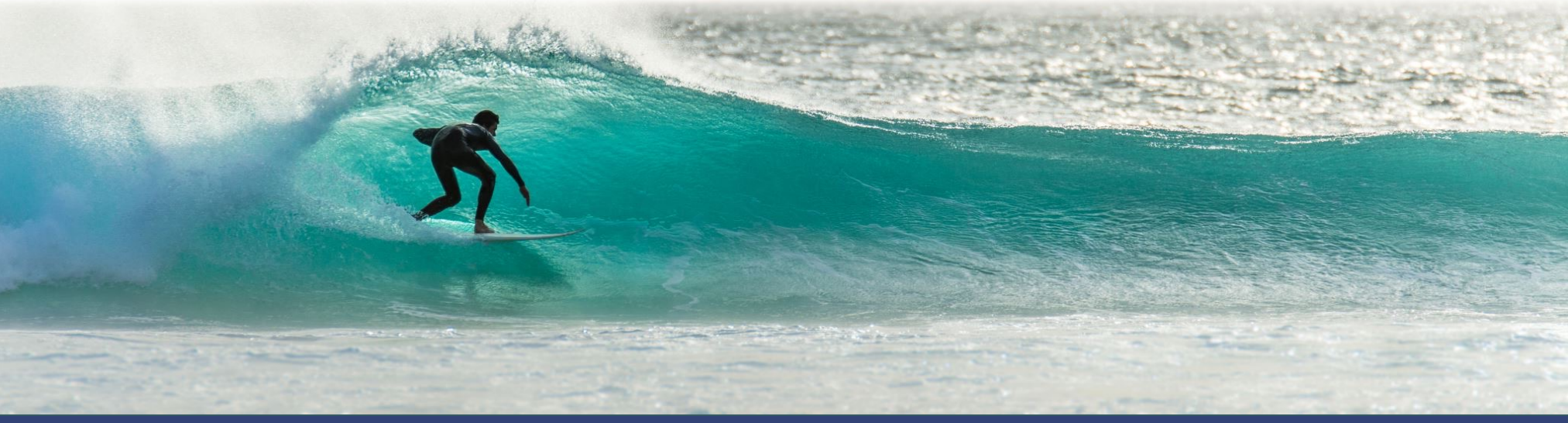
Two in three Australians will be diagnosed with skin cancer by the age of 70. Skin cancer counts for 50 per cent of all cancers in Australia. Outdoor workers have a particularly high risk of skin cancer however; indoor workers also have a high risk of melanoma because they spend most of the week inside but are exposed to short bursts of intense sunlight on weekends and holidays

Clinics will be offered at Redfern, Wollongong, Malabar, Calderwood, Yallah & Homebush in January and February 2026

What's Included?

This confidential 15-minute skin check includes an examination of the body areas which typically receive the highest UV exposure: the face, ears, neck, hands and forearms. You will also have the opportunity to elect one other area of concern if you wish.

Scan the QR code to book



Environment & Quality

Environment & Sustainability

Environmental Inspection

Conduct a site inspection for stormwater, erosion controls, and any new environmental hazards.

Document findings and resolve issues before resuming operations.

Re-check Hazardous Materials

Inspect all containers for leaks or damage.

Reassess material storage to ensure continued compliance.

Machinery and Equipment Maintenance

Check machinery for leaks, particularly fluids (oil, fuel) that could affect soil or water.

Confirm equipment is operating efficiently to minimize emissions.

Wildlife and Habitat Protection

Survey for any changes in wildlife activity or habitats on or near the site.

Update protocols if necessary to avoid harm to local flora or fauna.

THE FOOTING FIASCO BEGINS

THE SITE WAS SILENT, EXCEPT FOR THE BUZZ OF A SINGLE FLICKERING LAMP. SHADOWS STRETCHED ACROSS THE PILES OF DIRT AND SCATTERED PLANS. IT WAS NO-QUAL THE QUOLL, HARD AT WORK — BUT NOT THE GOOD KIND OF WORK.

HE LIKED THE QUIET OF THE NIGHT. NO SUPERVISORS. NO CHECKLISTS. NO ONE TO ASK PESKY QUESTIONS ABOUT INSPECTION HOLDS OR CONCRETE TESTING. JUST HIM, HIS BUCKET, AND A HALF-FINISHED FOOTING.

PLANS WERE CRUMPLED AND STAINED WITH COFFEE. THE REBAR LOOKED... MOSTLY RIGHT. BUT NO-QUAL WASN'T ONE FOR DETAILS.

"CONCRETE'S CONCRETE," HE SNICKERED, SLOSHING A MIX INTO THE FORMWORK.

AS HE POURED, A CAN ROLLED PAST HIS FEET AND A SANDWICH SAT FORGOTTEN ON THE PLANS — A PERFECT PICTURE OF CHAOS.

NO-QUAL SMILED, WIPING HIS PAWS ON HIS DUSTY VEST.
"NO NEED FOR WAITING, MEASURING, OR DOCUMENTING," HE WHISPERED. "I'LL GET THIS DONE BEFORE ANYONE EVEN KNOWS I'VE STARTED."

ABOVE HIM, THE LAMP SWAYED, CASTING LONG SHADOWS ACROSS THE MESS. IN THE DARK, NO-QUAL'S BAD HABITS FLOURISHED — SHORTCUTS, GUESSWORK, AND ZERO TRACE OF QUALITY.

THE SLIPPERY SLUMP

LATER THAT MORNING, KOALITY AND NO-QUAL ARRIVED AT THE CONCRETE FOOTING SITE. BUCKETS, HOSES, AND HALF-EMPTY BAGS OF CEMENT LAY SCATTERED EVERYWHERE.

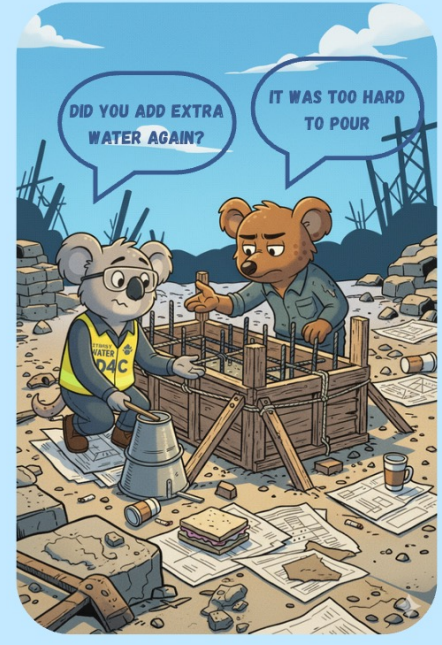
THE AIR SMELLED TOO DAMP — A RED FLAG FOR ANY QUALITY-CONSCIOUS KOALA. KOALITY DIPPED HIS TEST CONE, LIFTED IT CAREFULLY, AND WATCHED THE CONCRETE COLLAPSE INTO A SLOPPY PUDDLE.

"THIS SLUMP'S WAY TOO HIGH," HE SAID, BROW FURROWED. "DID YOU ADD EXTRA WATER AGAIN, NO-QUAL?"

THE QUOLL KICKED AT THE DIRT, MUMBLING, "IT WAS TOO HARD TO POUR."

KOALITY SIGHED. "QUALITY ISN'T ABOUT MAKING IT EASY — IT'S ABOUT MAKING IT RIGHT."

AS THE SUN CLIMBED HIGHER, THE WET CONCRETE SHIMMERED — A REMINDER THAT SHORTCUTS MIGHT FLOW FAST, BUT STRONG FOUNDATIONS COME FROM DOING THINGS PROPERLY.



Do you know what to do in an emergency?