**Only appropriately trained personnel may operate JCU plant and equipment.**

**All plant / equipment must be inspected and repairs or maintenance reported immediately.**

**All controls must be in place prior to start**

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| **HAZARDS** *– List all potential hazards* | | | |
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| **PERSONAL PROTECTIVE EQUIPMENT** - *The following PPE is necessary to complete the task.* | | | | | |
| foot protection | safety vests | hearing prot | head protection | hand protection | dust mask |
| hair protection | safety apron | protective clothing | harness | safety goggles | face shield |

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| **SPECIFIC PERSONAL PROTECTIVE EQUIPMENT** |
| * If applicable, list the specific PPE or RPE that is required. For example: * The glove material that is compatible for the chemicals being used * The appropriate respirator mask to protect against the contaminant type, such as particulate or specific chemical * Safety googles rather than glasses |

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| **PRE-OPERATIONAL SAFETY CHECKS** |
| * List all pre-operational safety checks required. For example: * Check all workers have and a wearing required PPE * Workers know their responsibilities / tasks to perform |

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| **OPERATIONAL SAFETY CHECKS** |
| * Detail the ‘normal’ steps to operate piece of plant / equipment. Keep detail to a minimum, but be sure to list all major steps to operate safely   **<can be used to emphasise critical safety points in the process>** |

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| **POST-OPERATIONAL & HOUSEKEEPING** |
| * List all housekeeping requirements. For example: * Always de-energise plant when not in use * Keep work area clean by placing rubbish in bin |

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| **ISOLATION FOR REPAIR & MAINTENANCE** |
| * List method for de-energising the plant / equipment. For example: * Disconnect hydraulic pump from mains * Bleed hydraulic fluid from reservoir |

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| **REFERENCES** |
| Document resources that can be referenced for further information. Hyperlink if possible |