

Procedure MP-3-1

Incident/Accident Notification

Minerals & Petroleum Victoria

COMPLAINT/INCIDENT/ACCIDENT - NOTIFICATION REPORT

Your Reference No:
(generated during data entry)

Title No: MIN 5004

System reference No:

DETAILS OF NOTIFICATION

Notification Made by: Phone Fax Letter Person V		Notification Date:	
Other (specify):		Time:	
Informant Name/Contact Person: Mr S. Rieniets		Phone: 51 355700	
Informant Address: Hazelwood Mine		Position: Director of Mining/Mine Manager	
Nature of Notification:	Complaints Type:	Classification : (see reverse)	Priority: (see reverse)
Complaint <input type="checkbox"/>	H&S V	Major	A
Accident	Environ.	Significant V	B V
Incident V	Illegal Op'n	Moderate	C
<p>Summary: Due to tem of 36deg temp. and wind speed up to 63kph numerous spot fires developed in the mine and progressed up the conveyors to the main slot coal bunker. Two conveyors sustained damage at \$60000. No injury or major potential for injury.</p> <p>Officer Received Notification: The Inspector learnt about this incident from the Hazelwood Mine Safety Com Meeting Minutes. 30/12/03 (print name & sign)</p>			

ACTION & FEEDBACK

Action Officer Name: Greg Sleziaik	Date Forwarded Action Officer: 12/09/03
Other Agencies involved (if any): CFA	Fax notification to Head Office Data Entry Officer (03) 9412 5152 and forward to Action Officer
Action Taken to Address the Notification/Issue: Two directions under MRD Act were issued on 19/01/04	
Feedback to Informant (describe): As above.	

Closed Date: 19/01/04 Signed By :  (print name sign and date) Data Entry Date:**Action Officer - Please complete and fax to MPR Head Office for data entry (03) 9412 5152.**

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COMPLAINT/INCIDENT/ACCIDENT CLASSIFICATION

EXPLANATION

CLASSIFICATION

- (M) - major accidents and incidents (including environmental incidents) and complaints of an urgent nature
- (S) - significant incidents (including environmental incidents) and complaints relating to specific sites, client or customer issues.
- (Minor) - minor accidents and incidents (including environmental incidents) and complaints about general issues

Major (Class M) accidents and incidents and complaints are defined as (but not limited to) incidents or complaints resulting in:

- death.
- permanent disability
- loss of body function, not resulting from a previously held medical condition
- acute exposure to toxic substances (including spills)
- burns to 10% or more of the body
- serious injuries including those resulting in concussion or loss of consciousness
- temporary or permanent loss of sight
- any injury resulting in hospitalisation beyond routine observation
- hydrocarbon releases in excess of 500lt, spillage of Dangerous Goods
- structural damage resulting in the need for extensive repairs
- spills resulting in environmental contamination on mining or EL sites likely to effect areas outside the lease/licence area
- obstruction, assault etc of inspectors or Departmental / Divisional representatives
- incidents attracting media attention or involvement

Significant (Class S) incidents that have the potential for serious consequences eg:

- exposure to hazardous substances that could result in ill effects to people or the environment
- incidents involving classified or designated plant (under the Dangerous Goods Act) resulting in damage that prevents safe operation
- allegations of discrimination against the elected Health and Safety representative or other employees
- non-compliance with directions, PINS or
- complaints from third parties relating to specific breaches of licence or permit conditions or general nuisance

Minor (Class Minor) incidents or complaints are defined as:

- any other event reported by the operator/ contractor to member of the public that is not classified above
- near misses

PRIORITY

- Class A:** Site investigation has to be carried out without any delay
- Class B:** Site investigation and report should be carried out at the first available opportunity
- Class C:** Record incident. Do not investigate unless required, seek a report from the operator