

Visit Nbr: V00048403861L - ALCOA OF AUSTRALIA LI

Date: 08/04/2015



ENTRY REPORT



Date of Report: ♦ 08/04/2015 Visit Number: V00048403861L
 Entry Date and Time : 08/04/2015 09:45 AM Departure Date and Time: 08/04/2015 01:00 PM

PLACE ENTERED

Legal Name: ALCOA OF AUSTRALIA LIMITED

ABN: 93004879298 ACN: 004879298

Tenement No: ALCOA AGREEMENT NO 6829

Legal Address: ALCOA POWER STATION
 205 COALMINE ROAD
 ANGLESEA 3230

Trading Name (if different from above): ALCOA WORLD ALUMINA AUSTRALIA

Phone No: Facsimile No :

OTHER PERSONS ATTENDING WITH INSPECTOR

WorkSafe Inspector: Other Persons:
 WorkSafe Staff:

THIS REPORT GIVEN TO ♦

Name: Chris Rolland Persons Position: ♦ Employer Representative

Service Method: ♦ Left for a person
 Name of person copy given to: ♦ Paul MacMahon
 Mick McDonald Persons Position: ♦ Health and Safety Representative
 Health and Safety Representative

Purpose for entry:

I entered this place as part of WorkSafe Victoria's proactive intervention program to provide guidance and assess and enforce compliance with specific health and safety laws. This visit is undertaken as part of the Earth Resources Oversight project.

POWERS OF ENTRY: ♦

Under section 98(1) of the Occupational Health and Safety Act 2004, I entered your workplace during working hours.

OBSERVATIONS AND ACTIONS OF THE INSPECTOR

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1. OHS-101826-1 : 139 Earth Resources Oversight
Oversight

I attended the above workplace to review an Employer initiated action plan as a result of my last visit on the 29/11/14 and relates to the release of the Verifications Finding Report issued to the Work place in October 2014. My last visit was on the 12th of January 2015.

I met with Chris Rolland.

I discussed Anglesea Fire Prevention Task force progress and noted further discussions will occur in the next few weeks with the surf coast shire and the task force.

I understand that works variation for the south wall is being applied for through the Government Authority and that new assessment tool titled RRAM (Resource Rights Allocation Management) software is being used to submit works variation/extension. This tool as I understand contains methods to assess all mine risks.

I undertook a brief drive through of the coalfield and noted no issues today.

2. OHS-101959-1 : 139 Earth Resources Oversight
Verification findings report.

I observed new action plan report(undated) and copy taken in addition to the 2014 VWA Verification Audit issues-Alcoa Response action plan to review the following

Control Measure 1: GCMP – Geotechnical Monitoring

1. Review current piezometer locations to ensure their effectiveness in predicting ground water levels within active and non-active areas of the mine (i.e. where mine infrastructure and employees are likely to be affected).

Detailed in latest Alcoa report with review of the current network of piezometers that water influences are no longer valid and the south wall redevelopment with deeper aquifers are unlikely to influence the south wall proposal.

2. Review the periodic recording and reporting requirements for piezometers within the GCMP to ensure it reflects current operational practices.

Noted now noting that GMCP will complete this as discussed in item 1 the need to include bore water monitoring as a part of the Piezometer process when south wall extraction occurs. The Monitoring frequency to change as stated in the new report to occur 6 monthly.

3. Per the new Alcoa report findings, the GCMP, report rain gauge log data continues to be sent to the relevant mining consultant on a monthly basis.

4. Per the new Alcoa report findings; the review of current inclinometer reading locations are occurring to ensure they provide effective results given they are limited(shallow) and any deeper seated movements to be targeted for to ensure they reflect contemporary operational practices.

Control Measure 2: GCMP – Geotechnical Inspections

5. Geotechnical Inspections.

Ensure mine inspection checklists are accurately completed by operators and the identified hazards reported through ACM's hazard management system. I have reviewed a batch of March and April ANG Mineshift checklists completed by Employees. No issues outstanding on those reports. I also observed the use of the Daily Management whiteboard for each daily shift (Human Performance meeting).

No issues observed today.

3. OHS-122237-1 : 139 Earth Resources Oversight

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Control Measure 5: WMP – Monitoring and Maintenance

6. Include the detailed definitions of the key risk areas within the WMP. Given the nature of new studies and review of risk management its likely this time frame will be moved to June 2015.

I will review this Progress in July 2015.

7. Seek clarification from Mining One to determine the required inspection frequency of key risk areas defined within the WMP.

8. Include definitive measures for determining the status key risk areas defined within the WMP. This is now forming part of RRAMs submission

I will review this in July 2015.

Control Measure 6: WMP – Risk Management

9. Conduct a risk assessment of the key risks identified during biannual site inspections (as per the Water Management Plan) and implement relevant controls into the outstanding Geotechnical action list. Review of risk management and its likely this time frame will be moved by Management to June 2015 to coincide CM5 measures and data information updates of risks.

SMS Element 1: Contractor Management

10. Ensure that contractors are managed through a site based contract management system which is accessible to employees. I understand from todays discussion that a new dedicated Anglesea contractor system is being undertaken and that Employees are now being trained and will review this in July 2015. Shown training updates. I will review this in July 2015.

11. Implement a process which ensures relevant details collected by Alcoa's procurement department are transferred to the responsible contract manager located at the Anglesea mine site.

Maintenance managers and task Leaders have been provided with relevant details to the individual scope of works

SMS Element 2: Risk and Hazard Management

12. Consider auditing ACM's hazard identification and risk assessment processes to ensure they comply with OHS-AS18001 and/or AS 4801. This is a requirement of Alcoa's Victorian EHS management system. I have discussed and received clarification by the Employer that the standard is no longer adopted and will changed to reflect its own standard. I will review this in July 2015.

SMS Element 3: Emergency Plan

13. Conduct a documented Risk Assessment / Hazard Identification process in relation to the events which would trigger the EMP. An updated version of this document is now being reviewed by CFA to meet the June Deadline I will review this in July 2015.

14. Ensure debriefs are conducted after each EMP training drill.

The Alcoa Anglesea Pre-Incident Plan, developed by the local area CFA, outlines the level of response required for different fire scenarios. The most recent version of this document available is January 2011. It is recommended this be reviewed to reflect contemporary mine practices, the local mine environment and ensure all relevant controls are implemented or made readily available, to prevent and/or mitigate mine fire.

I understand that CFA have currently the Alcoa Emergency plan and are now giving recommendations to the site. I will review this in July 2015.

4. OHS-1144 : 139 Earth Resources Oversight
Inspect, examine and make enquires (including documents)

In accordance with Section 99(a) and (b) of the Occupational Health and Safety Act 2004, I inspected, examined and made enquiries. This includes documents detailed in the body of this entry report or as follows:

Assessment tool titled RRAM (Resource Rights Allocation Management)

Alcoa feedback report for 2014 Verification Version No 2

During my visit at the above workplace Chris Rolland voluntarily provided to me the

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following Alcoa feedback report for 2014 Verification Version No 2 which I have taken away from this workplace.

5. OHS-0763 : 139 Earth Resources Oversight

List of HSR(s)

I was advised by Chris Rolland that this workplace has designated work groups (DWG) for its mine shifts and elected HSRs for the DWG. I observed that a list of the HSRs is prepared, up to date and displayed at the workplace and accessible to all employees at the Office areas notice board.

INSPECTION OUTCOMES SUMMARY

Notices Issued By Inspector

Notice Number(s):

Description(s):

STATUS OF NOTICES THAT WERE MONITORED DURING THIS ENTRY

Update Notice Status

Additional Details:

I GAVE YOU THESE DOCUMENTS

Title:

Description:

INSPECTOR INFORMATION

Name of Inspector: Christopher Harry Walschots
 Telephone Number of Inspector: 5338 4444
 Facsimile Number of Inspector: 5338 4499
 Email Address of Inspector: christopher_walschots@vwa.vic.gov.au
 Original Report Hand Written Yes

INTERNAL REVIEW OF CERTAIN INSPECTOR DECISIONS

If you want to apply for internal review of a decision made by an inspector during this visit, you must lodge the approved application form with the Internal Review Unit within 14 days of the date the decision came to your notice. WorkSafe Victoria (WorkSafe) must conduct the internal review within legislated time frame of either 7 or 14 days depending on the category of reviewable decision. If WorkSafe does not notify you of the internal review decision within the required time, WorkSafe is taken to have made a decision to affirm the reviewable decision. Not all decisions can be internally reviewed and in order to seek internal review of a decision you must be an eligible person.

Application forms for internal review, a list of reviewable decisions and a list of eligible persons are available upon request from a WorkSafe Inspector, WorkSafe Advisory Service on 1800 136089 or they can be downloaded from the website worksafe.vic.gov.au

All applications are to be in approved form and must be received by WorkSafe's Internal Review Unit, GPO Box 4306, Melbourne 3001 in order to be considered.

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If you lodge an application for internal review and you do not receive a decision within the required time frame or you receive an Internal Review decision that you are not happy with, you can then apply to Victorian Civil and Administrative Tribunal for external review within 14 days of the date the Internal Review decision or non-decision first came to your attention. Applicants seeking external review must be an eligible person.

You can contact the Internal Review Unit on telephone (03) 8663 5450, fax (03) 8663 5451 or by email at internalreviewunit@worksafe.vic.gov.au

OFFENCE

The following Acts, including any regulations made under them carry varying offences such as failure to meet duties and obligations, non compliance with a notice or direction issued or made by an inspector and hindering or obstructing an inspector in the exercise of their powers:

- * Occupational Health and Safety Act 2004
- * Dangerous Goods Act 1985
- * Equipment (Public Safety) Act 1994

For specific details about offences and subsequent penalties refer to the specific Act or regulation.

FEEDBACK

If you want to contact WorkSafe in relation to this entry by our Inspector other than for Internal Review purposes (see above), please use the following guide:

- * to clarify any matter that is covered by the Entry Report and any associated Notices or Directions contact the issuing Inspector, whose name and contact details appear above in the Inspector Information section in this Entry Report.
- * to make comment about any aspect of how this inspection was conducted, contact the inspector's senior management on telephone 9641 1759, fax 9641 1201 or by writing to GPO Box 4306, Melbourne 3001
- * to provide feedback in relation to WorkSafe activities or the legislation we administer, write to WorkSafe Victoria, Advisory Service GPO Box 4306 Melbourne Victoria 3001, For general enquiries contact our Advisory Service on (03) 9641 1444 or 1800 136 089 (toll free). Otherwise email info@worksafe.vic.gov.au

PRIVACY COLLECTION STATEMENT

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WorkSafe's Privacy Policy is on our website at worksafe.vic.gov.au

FURTHER INFORMATION

WorkSafe has a range of publications to explain your legal responsibilities and help you make your premises/site safer. To inquire about these publications, telephone (03) 9641 1333 or 1800 136089, or visit worksafe.vic.gov.au