

AMC RISK MANAGEMENT/WHS&E

Beauty Point & Bell Bay Personal Protective Clothing Policy

Purpose

A number of risks exist in and around the Beauty Point and Bell Bay facilities including the wharf, the lifeboats and associated davits, vessels including the Bluefin, Stephen Brown, Reviresco, Skipjack, Chromis, Pinduro, specialist areas of the Seamanship Centre including the rope room and the working aloft areas, and the Maritime Firefighting Centre at Bell Bay and are associated with exposure by staff, students, contractors and visitors to:

- elements of the weather including ultra violet light
- working in and around confined spaces, height safety and lifting practicals equipment
- mechanical, engineering or repair activities including painting, welding, cutting, grinding and power tool use and their associated hazards
- vessel operations both away from a berth and alongside
- the movement of small craft and other equipment in and out of the ground floor of the Seamanship Centre
- fire extinguishing medium, *including foam and dry chemical powders*
- pressurised fire hoses, manual handling, live fire, hot surfaces, smoke and the extremes of environmental changing conditions

As a result, this policy has been developed to provide details of the **minimum level of personal protective clothing (PPE)** that is required to be worn in these areas.

Duty of Care

- All staff have a duty of care to ensure that students, contractors and visitors comply with the requirements of this Policy
- The particular application of sections of this Policy should be based upon an individual's risk assessment for the proposed activity

Definitions

Enclosed and Sturdy Footwear - is defined as being that which completely covers toes, has a close fitting back around the heel area of the wearer's foot that prevents the wearer from "walking out" of the shoe and has a sole that offers a degree of slip resistance. Thongs, sandals, crocs, shoes with high heels and footwear with leather soles are not deemed to be enclosed, sturdy or slip resistant.

Safety Footwear - is as discussed in Australian/New Zealand Standard AS/NZS 2210.1:2010 and "is fitted with safety toe caps".

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Exceptions

- 1) **Clothing and footwear** - visitors and students may be escorted to areas whilst wearing enclosed and sturdy footwear and normal street clothes. Where provided, designated walkways shall be used as the preferred route in order to reduce the exposure to risks.

- 2) **Overalls** - short sleeve shirts and long trousers may be substituted for overalls provided that a reasonable level of sunscreen protection has been applied and in accordance with the sunscreen manufacturer's application/reapplication guidelines.

Levels of PPE

The minimum personal protective clothing to be worn

a) Seamanship Centre

- enclosed and sturdy footwear

b) Wharf, pontoons and vessels (excluding the Stephen Brown)

- enclosed and sturdy footwear
- long sleeved garments (preferably overalls) but exception 2) 'Overalls' may be applied
- full legged trousers (preferably overalls)
- areas where lifting/crane/forklift work are being conducted - safety footwear and hard hats (Occupational Protective Helmets) will be worn
- lifeboat operations - enclosed and sturdy footwear with good slip resistant soles is the minimum footwear level allowed. Sports shoes deemed to be appropriate by the academic staff may be worn by staff and students
- Personal floatation devices (PFD's) will be worn by staff, students & contractors when working on the wharf and pontoons when the wind strength is rated at 35 knots. This applies to daytime or night activities. Visitor access to the wharf and pontoons during periods of wind readings above 35 knots will be discouraged. For night-time activities including security patrols the safety margin for wind strength will be 25 knots
- damage control - safety footwear will be worn by staff and students.

c) Stephen Brown

- safety footwear
- long sleeved garments (preferably overalls)
- full legged trousers (preferably overalls)
- welding operations - preferably cotton drill work wear or overalls

d) Workshops and Teaching Areas - where painting, cutting, grinding, welding, mechanical operations are to be conducted

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- safety footwear
 - long sleeved garments (preferably overalls)
 - full length legged trousers (preferably overalls)
- e) Special Laboratories & Areas**
- rope room - safety footwear
 - working aloft area - safety footwear
- f) Seafood Laboratories**
- enclosed and sturdy footwear
 - lab coats or long sleeved overalls
- g) Maritime Fire Fighting Centre**
- enclosed and sturdy footwear but preferably that which meets the “safety footwear definition above”
 - if students are unable to provide their own safety footwear on the fire ground, they will be required to wear the site supplied safety footwear
 - students attending live fire training or requiring the use of supplied safety footwear **must** ensure they wear socks to cover any exposed skin of the feet up to the ankles as a minimum i.e. no bare feet inside safety footwear
 - safety glasses are supplied and students are encouraged to wear these during periods of dry and windy conditions, while undertaking fire ground practical activities
 - long sleeved garments (preferably overalls) but exception **2) ‘Overalls’** may be applied, (protective coats will be provided for use on the fire ground and worn at the discretion of staff. Staff discretion is based on health & wellbeing)
 - full legged trousers (preferably cotton drill work wear or overalls)
- h) Circulating Water Channel (CWC)**
- enclosed and sturdy footwear;
 - Personal Flotation Devices are to be worn at all times by non-swimmers whilst being in close proximity to areas of open water on level 2 of the CWC. This includes the carriage.

Signage

Blue and white safety signage (similar to the following diagram) has been installed to specify the wearing of PPE in areas. Additionally, blue and white pictograms are used to advise of additional PPE requirements in selected locations.

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Implementation of the Policy

This Policy will be implemented through the following:

- installation of the necessary signage and pictograms
- inclusion of this material in AMC Beauty Point and Bell Bay induction material
- Maritime Fire Fighting Centre students will be provided with an initial safety brief detailing site specific PPE requirements, and they will be required to acknowledge their understanding by signing an attendance sheet provided
- encouragement by all staff to ensure that students, contractors and visitors comply

Questions

If you are uncertain of the PPE requirements in a certain area, please contact AMC Operations and Facilities Manager on telephone: 03 6324 9330 for clarification prior to entry.