Life Saving Rules

Overview & Summary

Life Saving Rules

These Life Saving Rules have been developed to keep people safe, and to promote and maintain a positive health and safety culture

- They are designed to:
  - Provide clear and specific expectations; and
  - Promote a consistent approach to the management of critical tasks
  - Draw attention to:
    - Those activities statistically identified as most likely to lead to a major injury; and
    - The risk reducing actions that an individual has personal control over
- The objective of the **Life Saving Rules** is to:
  - Address the ten (10) highest risk activities that we perform as a Company; and
  - Provide employees and contractors with a comprehensive understanding of these risk activities

MFG's Life Saving Rules

MLSR 01: Confined Space
MLSR 02: Driving
MLSR 03: Energy Isolations
MLSR 04: Excavations
MLSR 05: Gas Testing
MLSR 06: Hot Work
MLSR 07: Line of Fire
MSLR 08: Safe Mechanical Lifting
MLSR 09: Work Authorisation
MLSR 10: Working at Height

Life Saving Rules 01: Confined Space Entry

The hazards created by working in a confined space are a leading cause of fatalities

- A confined space is described as having one or more of the following characteristics:
  - Contains or has the potential to contain a hazardous atmosphere;
  - Contains material that has the potential to engulf an entrant;
  - Has walls that converge inward or floors that slope downward and taper into a smaller area which could trap or asphyxiate an entrant; or
  - Contains any other recognized safety or health hazard

Life Saving Rule:

- Prior to entering a confined space, **YOU MUST**:
  - Conduct a hazard assessment and identify the risks
  - Determine and implement all hazard control measures
  - Personally ensure that:
    - All potential sources of energy are isolated
    - Gas testing has been completed and the results verified as acceptable for entry
    - Respiratory protection is checked and used correctly
    - An Entry Attendant is stationed correctly to monitor entry
    - A Rescue Plan is in place, and rescue equipment is available

Life Saving Rules 02: Driving

Driving related incidents are a major cause of accidents and injuries in Companies that require significant levels of driving on Company business:

- The major causes of road traffic accidents, include but are not limited to:
  - Distracted driving (e.g., texting, cell phone use, eating or drinking); is the leading cause of vehicle accidents
  - Speeding; is the second most common cause of vehicle accidents
  - Reckless driving (e.g., risk taking, running red lights, etc.)
  - Weather and road conditions (e.g., snow, ice, rain, etc.)

Life Saving Rule:

- When driving **YOU MUST**:
  - Always wear a seatbelt
  - Never exceed the speed limit and reduce speed as necessary to address road and weather conditions
  - Only use a cell phone in the hands-free mode
  - Not text, email or operate other devices
  - Be fit, rested and fully alert; and
  - Follow good journey management protocols

Life Saving Rules 03: Energy Isolations

Poor isolation of energy sources (e.g., electricity, pressure, and mechanical) is a leading cause of incidents and injury in the workplace:

- Proper energy isolation requires, as a minimum:
  - Identification of all potential sources of energy
  - Installation of proper lock out devices and tagout signage
  - Confirmation of effective isolation (e.g., Bump Test); and
  - Verification that zero-energy is stored within the isolated equipment

Life Saving Rule:

- When performing energy isolations or working on isolated equipment **YOU MUST**:
  - Identify all potential source of energy
  - Confirm that potential sources of hazardous energy sources have been:
    - Isolated
    - Locked; and
    - Tagged
  - Check for ‘Zero Energy’; and
  - ‘Bump Test’ the isolation devices to ensure effective

Life Saving Rules 04: Excavation

Excavation and trenching are amongst the most dangerous activities performed during construction work. The dangers include:

- Striking buried services
- People, equipment or materials falling into excavation
- Collapse of:
  - Excavation/trench walls; and
  - Adjacent structures
- Flooding and contaminated ground
- Toxic and asphyxiating atmospheres; and
- Mechanical and overhead hazards (e.g., power lines)

Life Saving Rule:

- When performing working involving excavation and trenching activities, **YOU MUST**:
  - Survey the site to identify and mark underground services
  - Inspect the excavation prior to starting work or after changes to condition to confirm its stability
  - Prevent collapse using suitable method (e.g., trench box)
  - Provide a safe and secure means of access and egress
  - Use barriers and signage to prevent unauthorised access

Life Saving Rules 05: Gas Testing

Gas testing is an essential activity that is crucial in ensuring the safety of workers in workplaces were there is a potential for a hazardous atmosphere to exist

- The process involves testing the atmosphere in a specific work area to identify any hazardous:
  - Gases
  - Vapours; or
  - Fumes; that may pose a threat to human health or cause explosions or fires

Life Saving Rule:

- When performing work activities that have the potential to expose you to hazardous atmosphere, **YOU MUST**:
  - Conduct a hazard assessment and identify the risks
  - Identify any potential exposure to hazardous gases or vapours
  - Confirm that gas testing has been performed:
    - By a qualified person; using
    - Suitable, certified and calibrated gas detecting instrument
  - Verify that gas testing results are:
    - Within acceptable tolerance limits; and
    - Accurately recorded for reference purposes

Life Saving Rules 06: Hot Work

Hot work can create significant health and safety hazards that put people, and the premises in danger

- Hot work involves the application of heat, such as flame or anything that creates a spark or high temperatures, for example:
  - Acetylene or gas burning
  - Welding, brazing, or soldering
  - Open flames and grinding
  - Abrasion blasting (e.g., shot blasting); and
  - Operating motorised engines in a hazardous (classified) area

Life Saving Rule:

- When preparing or performing hot work **YOU MUST**:
  - Identify and control ignition sources
  - Before starting hot work:
    - Confirm flammable material has been removed or isolated
    - Obtain authorisation
  - Before starting hot work in a hazardous area ensure that:
    - Gas testing for a flammable atmosphere has been performed by an Authorised Person, using a calibrated gas detector; and
    - The atmosphere at the workplace is continually monitored during performance of the assigned work

Life Saving Rules 07: Line of Fire

Line of fire injuries occur when

- The path of a moving object or release of hazardous energy is in-line with an individual's body, or a specific part of the individual's body; and
- The individual is struck by the object or hazardous energy:

The three major categories of line of fire incidents are:

- Caught-in or between
- Struck by; and
- Released energy

Life Saving Rule:

- To avoid line of fire incidents **YOU MUST**:
  - Position yourself away from a potential exposure to:
    - Rotating equipment or suspended loads
    - Moving objects, including vehicles and mobile equipment
    - The release or potential release of high pressure; and
    - Dropped objects
  - Establish and obey barriers and exclusion zones
  - Secure loose objects
  - Report potential dropped objects; and
  - Wear appropriate PPE (e.g., hi-vis jacket, gloves, etc.)

Life Saving Rules 07: Safe Mechanical Lifting

The major causes of incidents involving lifting equipment (Including aerial lifts) include:

- Contact with overhead power cables:
  - Accounts for approximately 45% of all crane incidents
- Instability due to:
  - Crane (e.g., failure to use outriggers or overloading) leading to toppling
  - Load (e.g., security or potential for dropped objects); or
  - Ground conditions (e.g., too soft or not level)
- Inadequate:
  - Training and communications
  - Inspection and maintenance

Life Saving Rule:

- When working with mechanical lifting equipment **YOU MUST**:
  - Confirm that the equipment and load have been inspected and are suitable and fit for purpose
  - Only operate equipment that you are qualified to use
  - Establish and obey barriers and exclusion zones
  - Never walk under a suspended load; and
  - Use taglines or hand-off load tools

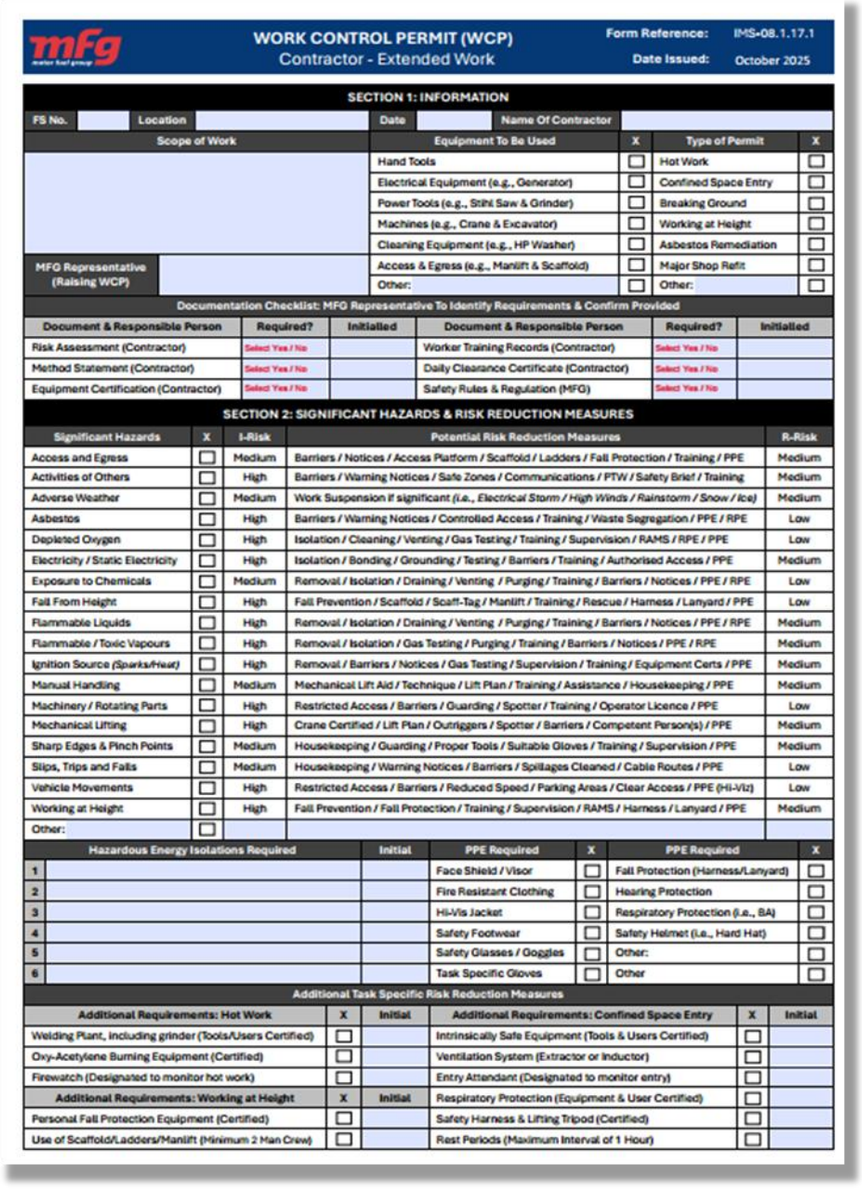
Life Saving Rules 09: Work Authorisation

A Permit to Work system (PTW) is a formal recorded process used to control potentially hazardous work, that:

- Defines the process for controlling work identified as involving significant risk (Major Work) for example:
  - Hot work
  - Confined space entry
  - Major shop refurbishment or new build; and
  - Significant work at height (e.g., canopy repair or installation)
- Ensures proper consideration to the hazards associated to the task; and
- Provides a means of communication between those:
  - Authorised to issue the permit; and
  - Performing the work

Life Saving Rule:

- When required to work with a valid permit **YOU MUST**:
  - Confirm that a PTW is required and properly authorised to allow the work to proceed
  - Understand and implement the requirements of the PTW
  - Confirm hazards are controlled, and it is safe to start work
  - Stop work and reassess if conditions change



WORK CONTROL PERMIT (WCP)
Contractor - Extended Work

Form Reference: IMS-08.1.17.1
Date Issued: October 2025

SECTION 1: INFORMATION

FS No.		Location		Date		Name Of Contractor	

Scope of Work	Equipment To Be Used	X	Type of Permit	X
	Hand Tools	☐	Hot Work	☐
	Electrical Equipment (e.g., Generator)	☐	Confined Space Entry	☐
	Power Tools (e.g., Stihl Saw & Grinder)	☐	Breaking Ground	☐
	Machines (e.g., Crane & Excavator)	☐	Working at Height	☐
	Cleaning Equipment (e.g., HP Washer)	☐	Asbestos Remediation	☐
MFG Representative (Raising WCP)	Access & Egress (e.g., Manlift & Scaffold)	☐	Major Shop Refit	☐
	Other:	☐	Other:	☐

Documentation Checklist: MFG Representative To Identify Requirements & Confirm Provided

Document & Responsible Person	Required?	Initialled	Document & Responsible Person	Required?	Initialled
Risk Assessment (Contractor)	Select Yes / No		Worker Training Records (Contractor)	Select Yes / No	
Method Statement (Contractor)	Select Yes / No		Daily Clearance Certificate (Contractor)	Select Yes / No	
Equipment Certification (Contractor)	Select Yes / No		Safety Rules & Regulation (MFG)	Select Yes / No	

SECTION 2: SIGNIFICANT HAZARDS & RISK REDUCTION MEASURES

Significant Hazards	X	I-Risk	Potential Risk Reduction Measures	R-Risk
Access and Egress	☐	Medium	Barriers / Notices / Access Platform / Scaffold / Ladders / Fall Protection / Training / PPE	Medium
Activities of Others	☐	High	Barriers / Warning Notices / Safe Zones / Communications / PTW / Safety Brief / Training	Medium
Adverse Weather	☐	Medium	Work Suspension if significant *(i.e., Electrical Storm / High Winds / Rainstorm / Snow / Ice)*	Medium
Asbestos	☐	High	Barriers / Warning Notices / Controlled Access / Training / Waste Segregation / PPE / RPE	Low
Depleted Oxygen	☐	High	Isolation / Cleaning / Venting / Gas Testing / Training / Supervision / RAMS / RPE / PPE	Low
Electricity / Static Electricity	☐	High	Isolation / Bonding / Grounding / Testing / Barriers / Training / Authorised Access / PPE	Medium
Exposure to Chemicals	☐	Medium	Removal / Isolation / Draining / Venting / Purging / Training / Barriers / Notices / PPE / RPE	Low
Fall From Height	☐	High	Fall Prevention / Scaffold / Scaff-Tag / Manlift / Training / Rescue / Harness / Lanyard / PPE	Low
Flammable Liquids	☐	High	Removal / Isolation / Draining / Venting / Purging / Training / Barriers / Notices / PPE / RPE	Medium
Flammable / Toxic Vapours	☐	High	Removal / Isolation / Gas Testing / Purging / Training / Barriers / Notices / PPE / RPE	Medium
Ignition Source *(Sparks/Heat)*	☐	High	Removal / Barriers / Notices / Gas Testing / Supervision / Training / Equipment Certs / PPE	Medium
Manual Handling	☐	Medium	Mechanical Lift Aid / Technique / Lift Plan / Training / Assistance / Housekeeping / PPE	Medium
Machinery / Rotating Parts	☐	High	Restricted Access / Barriers / Guarding / Spotter / Training / Operator Licence / PPE	Low
Mechanical Lifting	☐	High	Crane Certified / Lift Plan / Outriggers / Spotter / Barriers / Competent Person(s) / PPE	Medium
Sharp Edges & Pinch Points	☐	Medium	Housekeeping / Guarding / Proper Tools / Suitable Gloves / Training / Supervision / PPE	Medium
Slips, Trips and Falls	☐	Medium	Housekeeping / Warning Notices / Barriers / Spillages Cleaned / Cable Routes / PPE	Low
Vehicle Movements	☐	High	Restricted Access / Barriers / Reduced Speed / Parking Areas / Clear Access / PPE (Hi-Viz)	Low
Working at Height	☐	High	Fall Prevention / Fall Protection / Training / Supervision / RAMS / Harness / Lanyard / PPE	Medium
Other:	☐			

Hazardous Energy Isolations Required		Initial	PPE Required	X	PPE Required	X
1			Face Shield / Visor	☐	Fall Protection (Harness/Lanyard)	☐
2			Fire Resistant Clothing	☐	Hearing Protection	☐
3			Hi-Vis Jacket	☐	Respiratory Protection (i.e., BA)	☐
4			Safety Footwear	☐	Safety Helmet (i.e., Hard Hat)	☐
5			Safety Glasses / Goggles	☐	Other:	☐
6			Task Specific Gloves	☐	Other	☐

Additional Task Specific Risk Reduction Measures

Additional Requirements: Hot Work	X	Initial	Additional Requirements: Confined Space Entry	X	Initial
Welding Plant, including grinder (Tools/Users Certified)	☐		Intrinsically Safe Equipment (Tools & Users Certified)	☐	
Oxy-Acetylene Burning Equipment (Certified)	☐		Ventilation System (Extractor or Inductor)	☐	
Firewatch (Designated to monitor hot work)	☐		Entry Attendant (Designated to monitor entry)	☐	
Additional Requirements: Working at Height	**X**	**Initial**	Respiratory Protection (Equipment & User Certified)	☐	
Personal Fall Protection Equipment (Certified)	☐		Safety Harness & Lifting Tripod (Certified)	☐	
Use of Scaffold/Ladders/Manlift (Minimum 2 Man Crew)	☐		Rest Periods (Maximum Interval of 1 Hour)	☐	

Life Saving Rules 10: Working at Height

Falls from height is a leading cause of fatalities in the workplace. For example, falls from height caused 24% of UK workplace fatalities in the period 2021 - 2022

- Fall prevention (i.e., guarding, rails and toe-boards) will be provided on unprotected surfaces in accordance with national regulations
- In the absence of fall protection, workers will wear personal fall protection equipment comprising of:
  - Full body harness; and
  - Lanyard
- Lanyards will be compatible with the harness, and:
  - Be designed to be secured from above; and
  - Prevent a maximum fall distance of more than 1.8 metres

Life Saving Rule:

- To avoid a fall from height YOU MUST:
  - Inspect fall protection equipment before use
  - Wear and use fall protection equipment correctly
  - Tie off 100% to approved anchor points when on a surface that does not have fall prevention measures installed; and
  - Secure tools and work materials to prevent dropped objects

Note: *Work at height identified as involving significant risk, for example working on a forecourt canopy, will require a Permit to Work to be issued for the task.*