

RailSafe

Worksite Protection Pre-work Briefing – NRF 014

Briefing date:

/

/

Protection Officer Details

name

signature

contact No.

Work location:

Scope of work:

Worksite protection:

Refer to Worksite Protection Plan for details

Hazards (e.g. Site specific hazards identified, including physical environment, human errors, plant and equipment)	Controls (to be implemented to eliminate or reduce the risk to the lowest practicable level)	Person responsible for Control
Struck by rail traffic		

### Workplace Supervisor Details

name		contact No.	
Emergency assembly point:		SWMS/SWI Ref #:	
First aid kit location:		First Aider:	

## Workplace Supervisor Acknowledgement

The Workplace Supervisor acknowledges that all identified WHS and rail safety hazards have the appropriate controls in place to manage and/or eliminate the hazards.

Yes ☐

signature

## Participant Acknowledgement

**NOTE:** Recipients of the briefing are to question the Briefer if they don't understand any part of this briefing.

All workers listed below acknowledge that they:

- |   |   |
|---|---|
| 1. have been inducted to the site   | 5. have been briefed on the contents of the Worksite Protection Plan  |
| 2. are free from the effects of alcohol/drugs/fatigue   | 6. have been shown the Worksite Protection Plan diagram   |
| 3. hold the applicable and current Rail Safety Worker Authorisation, trade licence and/or induction record e.g. Construction Industry Induction | 7. understand the kinds and limits of worksite protection in place  |
| 4. wear the appropriate Personal Protective Equipment (PPE)   | 8. have been briefed about any new hazards and controls identified during the final site inspection <i>(final site inspection must be conducted immediately before commencing work)</i> |

Mark each check box below with a tick ☒ if the item applies or a cross ☐ if the item does not apply

- |  |   |
|--|---|
| <input type="checkbox"/> have been informed of the requirements of the electrical permit (if required) | <input type="checkbox"/> have been made aware of any hazardous materials/substances on site |
| <input type="checkbox"/> have been briefed on the SWMS/SWIs/documented safe work practice for the job  | <input type="checkbox"/> have been briefed on Safety Data Sheets (SDS)                      |
| <input type="checkbox"/> have been instructed in the controls recorded in this document and SWMS/SWIs  | <input type="checkbox"/> have been briefed on the WHS Management Plan                       |
|  | <input type="checkbox"/> have been briefed on the hazards of adjoining worksites/processes  |

[illegible]