



Appointment – Senior Person

FMMP 015.27



Full Name:	
Employer:	Title:
Mine / Location:	Middlemount Mine
Appointed Role:	Senior Person
Pre-requisites:	Relevant qualifications and competencies for the role as specified in FMMP 015.28 Management Structure - SHMS Accountabilities and Competencies.
Appointed By:	Site Senior Executive
Role, function and purpose:	<p>Appointed under the provisions of Section 55 of the Coal Mining Safety and Health Act 1999, the primary function of Senior Persons appointed to a Senior Position, is to assist the Site Senior Executive in the development and implementation of the Safety and Health Management System to achieve the site's Safety and Health Policy objectives and to manage risk effectively.</p> <p>Senior Persons as delegated by the Site Senior Executive are key roles in the management structure for ensuring the safety and health of persons who may be affected by coal mining operations. Incumbents are responsible for ensuring that their subordinates understand and work within the guidelines of the safety and health management system with the aim of providing and maintaining a workplace where the risk to persons is at an acceptable level.</p>

Health, Safety and Environment Responsibilities

In accordance with the Mine safety and health management system, you are hereby appointed as a 'Senior Person' for Middlemount Mine. You are hereby required to:

- Support the SSE in discharging of their obligations in regards to relevant legislation and site safety and health management system.
- Ensure the safety and health of coal mine workers.
- Ensure that supervision of coal mine workers remains at an effective level and that supervisors are competent and authorised.
- Ensure that all procedures used including SOP's and SWPs are technically correct and current and are developed in accordance with legislative and site requirements.
- Continuously monitor the effectiveness of critical controls implemented through the mines principal hazard management plans.
- Ensure that all matters are reported and investigated in accordance with the Mine's SHMS and that the investigation outcomes determine the nature and cause.
- Review contractor safety performance and ensure ongoing compliance with the mine's safety and health management system.
- Carrying out regular safety observations, inspections and appropriate audits and to address with corrective actions, any issues raised in these activities.
- Routinely review relevant SHMS action plans to verify that appropriate corrective and preventive actions are planned and followed through to completion.
- Ensure that operators of all equipment are currently competent and authorised, or otherwise in training for each type of equipment that they are required to operate.
- Ensure that workers are fit for work and free from the affects of drugs, alcohol or physical / psychological impairments.
- Ensure that contractors are effectively managed in accordance with site safety, health and environmental requirements.

Refer to MP015 Management Structure Management Plan and FMMP 015.28 Management Structure - SHMS Accountabilities and Competencies for specific responsibilities and competencies required for the above senior position.

Acknowledgment by Senior Person:

I understand and accept my role, responsibilities and obligation as specified above.

Name:	Signature:	Date:
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Appointed by Senior Site Executive / Delegate:

Name:	Signature:	Date:
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