

Vehicle Crossing Site Specific Safety Plan



To Thames-Coromandel District Council (via Pinnacles Civil, Roading Professional Services Contractors)	
Vehicle Crossing Address	
Contractor	
Corridor Access Request #	CAR Approval Date DD / MM / YYYY

We undertake to manage our working environment as follows:

Workplace Control and Management

The person in control of our workplace is:
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Hazard / Risk Management

We will maintain an onsite Hazard / Risk register of all existing and new hazards with appropriate controls as part of our job start procedures. All workers and visitors will be required to sign on to the job start.

A written JSA (Job Safety Analysis) covering all areas of significant risk associated with our works will be prepared in consultation with the employees doing the task and provided to site management before any work commences.

 I have attached an example of our job start form

Emergencies

Our first aid kit and fire extinguisher are located:
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Name of our trained First Aid person is:	Phone number of our trained First Aid person is:
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We have an emergency plan for all hazardous products and processes that we have brought to site. In the event of a site emergency or evacuation our personnel will report to the person in control of the site and assemble at the evacuation area identified in the job start.

Accident / Incident

We have an accident / incident reporting / investigation system in place and maintain an incident register for all incidents including injuries or near misses.

Reporting / Investigation / Recording

We will immediately report 'notifiable incident injury or illness' to site management, TCDC (tcdcroading@pinnaclescivil.co.nz Attn: Roading Manager), and Worksafe NZ and follow up within seven days with a completed copy of the Incident Report and Investigation as per our Health and Safety Management Plan.

Safety Inspections and Safety Reviews

We agree to undertake safety inspections and reviews upon arrival at the site and at intervals.

Training / Induction

All persons under our control on site are to be given a site-specific safety induction (as recorded on Job Start).

All persons under our control on site are appropriately qualified, competent, or fully supervised to attend to the tasks we have been engaged to undertake.

Signature	Name (please print)
Position	Company
Date (DD/MM/YYYY)	

*Office
use only*

APPROVER NAME

APPROVER SIGNATURE

NOTES

DATE

(DD/MM/YYYY)