

Excavations & Underground Directional Drilling

Safety@Optus – Hazard Standard



What you need to know

The potential hazards associated excavations and underground drilling can include falls, collapse, falling loads, hazardous atmospheres, and incidents involving mobile equipment. All of which, can lead to serious injury or illness.

This Standard “at times” will need be read and used in parallel with other WHS standards to ensure that all concurrent duty holders are aware of its WHS obligations, and all legislative requirements are being met.

All necessary site safety documentation related to excavation, underground drilling works and the use of mobile plant to facilitate the works must be kept and submitted to Optus as part of the site final phase handover pack.

The **requirements** listed in this standard will be used by Optus as part of the contractor audit assurance framework to verify the management of the WHS contractual and legislative obligations

What is regarded as Excavation and Directional Drilling

Excavation work means work that involves the removal or fill of soil or rock from a site to form an open face, hole, or cavity, including trenches, shafts and tunnels.

Excavation work is generally carried out using machinery or some form of mobile powered plant

Work connected with an excavation can also be regarded as a type of 'construction work'. Therefore, additional requirement when carrying out excavation work relating to construction work must also be complied with.

Underground Drilling – Directional Drilling

Directional Drilling and boring is not technically regarded as excavation work, however the principles that govern the use of powered plant and the of identification and location of underground utility services are the same.

The contractor is required, upon request to provide the same documented evidence of risk management as per excavation work for directional drilling

Australian Standards & Industry Codes

It is the responsibility of the Contractor working on behalf of Optus to be aware of and have documented a process of how it meets the relevant Australian standards for excavations and drilling works.

As excavations are at times, considered to be construction, persons who have WHS duties in relation to excavation work should also refer to the Code of Practice: Construction work.



Excavations & Underground Directional Drilling

Safety@Optus – Contractor Requirements



Contractor Requirements

1. The Contractor must have a process of risk assessment to identify all hazards associated with any excavation and directional drilling work that may be present at the work location
2. The contractor must be able to demonstrate how it uses "HIRAC" to establish the most effective layers of risk control for all identified and foreseeable hazards present at the site / work location. This must extend to any deviations to the planned works
3. The Contractor must have a process and be able to demonstrate how it factors this information into developing safe systems of work for all sites where excavations or directional drilling is carried out.
4. The control measures used to manage on site risk must be clearly be communicated and consulted with all workers for input, the controls then documented on the site specific SWMS and the project risk register if applicable to other sites.
5. Where applicable this must include any DBYD, asset owner plans , excavation permits, Geotechnical plans details of plant ROPs and FOPs or height restrictors'
6. The Contractor must have a process and be able to demonstrate the mechanisms used of it how it consults with workers and communicates all site requirements –
7. A site-specific SWMS is to be available at all sites where excavations or directional drilling is required to perform work on behalf of Optus
8. This must include site assessment with details of site set up, the marking and placement of barriers and exclusion zones , pedestrian walkways, additional safe access / exit or work areas
9. In addition, due to the nature of this work , this must include aspects of environmental risk management and incorporated in the overall risk management process to be considered are ground conditions, terrain, contaminated soils, dirt and dust and respirable airborne particles.
10. The site safe systems of work assessment and site-specific SWMS must in include the movement of plant around the site that are required to the excavation or directional drilling
11. A process must be in place to ensure that any accessories, components, or additional equipment added, bolted on or fixed to the mobile plant is fit for purpose and used in accordance with manufacturers recommendations
12. The Contractor must have on site any relevant calibration or evidence of testing underground strike alarms, emergency stop mechanisms on boring machines & associated plant & equipment. This must be in accordance with Australian Standards and manufacturers safety specification.

Excavations & Underground Directional Drilling

Safety@Optus – Contractor Requirements



13. There is to be accountable personal on site that can demonstrate the process that is in place to ensure that any mobile plant used by Optus Contractors is fit for purpose, not being used for tasks it was not designed to do, is operated by correctly licenced and trained competent workers
14. The contractor must have a process in place to ensure that all required licenses, permits to work, service logbooks and if legally required, the applicable design or regulated registration details of any mobile plant.

This is to be available upon request and on site with any additional plant documentation. Copies of this must also to be kept as part of site safety folders and submitted to Optus at the end of the job
15. The Contractor must have its own process to conduct site inspections of work related to mobile plant to ensure compliance with the WHS legislative and site obligation and to ensure work is carried out in accordance with SWMS and the safe systems of work that are in place.
16. When Mobile plant is in use, there must be an emergency preparedness and response plan In place - this can be included as part of the site-specific plan or as stand-alone process. however, there must be a component that is specific to the use of mobile plant and asset strikes. it must be communicated to all workers on site at the start of each workday.