

NOTIFICATION OF APPOINTMENT OF A PERSON TO CONTROL WINDING OPERATIONS FOR A MINE

I, the Site Senior Executive
(Print Full Name)

for the mine known as:

with Mine Identification Number:

Give notice of the appointment of the following person to control winding operations:

DETAILS OF A PERSON TO CONTROL WINDING OPERATIONS <small>(as defined in MQSHR, s. 122)</small>			
NAME:			
CONTACT DETAILS:	Phone:	Mobile:	Fax:
EMAIL:			
RESIDENTIAL ADDRESS:			
RESIDENTIAL POSTAL ADDRESS:			
List of winders comprising the winding operations			

The position is placed in the management structure of the mine to enable the appointed person to control and manage winding operations and the person is aware of their responsibilities as the person to control winding operations.

Signed:
(Site Senior Executive)

Date:.....
dd/ mm/yy

Note: Retain original in Mine Record. Give a copy to the SSE and forward a copy to the Regional or District Inspector of Mines at the address closest to the location of the mine (refer table below).

South Region PO Box 1475 Coorparoo Q 4151 P (07) 3330 4272 Fax (07) 3405 5345 sthmines@dnrm.qld.gov.au	Central Region PO Box 548 Rockhampton Q 4700 P (07) 4936 0184 Fax (07) 4936 4805 rockyminesinsp@dnrm.qld.gov.au	Central Region PO Box 1801 Mackay Q 4740 P (07) 4999 8512 Fax (07) 4999 8519 minesmackay@dnrm.qld.gov.au	North Region PO Box 1752 MC Townsville Q 4810 P (07) 4447 9248 Fax (07) 4447 9280 tsvmines@dnrm.qld.gov.au	North Region PO Box 334 Mount Isa Q 4825 P (07) 4747 2158 Fax (07) 4743 7165 isamines@dnrm.qld.gov.au
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Relevant Excerpts from MQSHA

MQSHA, s. 22 Meaning of site senior executive

(1) *The site senior executive for a mine is the most senior officer employed by the operator for the mine who—*

(a) *is located at or near the mine; and*

(b) *has responsibility for the mine.*

(2) *Subsection (1)(a) does not require an officer with responsibility for exploration activities under a prospecting permit, an exploration permit or mineral development licence to be located at or near the mine.*

(3) *If the officer only has responsibility for a separate part of a mine, the officer's responsibilities and safety and health obligations under this Act as a site senior executive for a mine are limited to the separate part of the mine for which the officer has responsibility.*

MQSHA, s. 50 Management structure for safe operations at mines

(1) *The site senior executive must—*

(a) *develop and maintain a management structure for the mine in a way that allows development and implementation of the safety and health management system; and*

(b) *document the management structure.*

(2) *The document must—*

(a) *state the responsibilities of the site senior executive; and*

(b) *state the responsibilities and competencies required for senior positions in the structure; and*

(c) *state the names of the persons holding the senior positions and their competencies; and*

(d) *provide for a competent person to perform the duties of a supervisor while the supervisor is absent.*

(3) *For subsection (2)(b), an inspector may by notice given to the site senior executive declare a position to be a senior position.*

MQSHA, s. 51 Competencies of supervisors

A site senior executive must not assign the tasks of a supervisor to a person unless the person—

(a) *is competent to perform the task assigned; and*

(b) *if there is a safety and health competency for supervisors recognised by the committee, has the relevant competency.*

MQSHA, s. 36 Obligations of persons generally

(1) *A worker or other person at a mine or a person who may affect safety and health of persons at a mine or as a result of operations, has the following obligations—*

(a) *to comply with this Act, standard work instructions, and procedures applying to the worker or person that form part of a safety and health management system for the mine;*

(b) *if the worker or other person has information that other persons need to know to fulfil their obligations or duties under this Act, or to protect themselves from the risk of injury or illness—to give the information to the other persons;*

(c) *to take any other reasonable and necessary course of action to ensure that persons are not exposed to unacceptable levels of risk.*

(2) *A worker or other person at a mine has the following additional obligations at the mine—*

(a) *to manage the risk of injury or illness to himself or herself or any other person in the worker's or other person's own work and activities, so that the risk is at an acceptable level;*

(b) *to ensure, to the extent of the responsibilities and duties allocated to the worker or other person, that the risk of injury or illness to any person is managed in the work and activities under the worker's or other person's control, supervision, or leadership, so that the risk is at an acceptable level;*

(c) *to the extent of the worker's or other person's involvement, to participate in and conform to the risk management practices of the operations;*

(d) *to comply with instructions given for safety and health of persons by the mine operator or site senior executive for the mine or a supervisor at the mine;*

(e) *to work at the mine only if the worker or other person is in a fit condition to carry out the work without affecting the safety and health of others;*

(f) *not to do anything wilfully or recklessly that might adversely affect the safety and health of someone else at the mine.*

Relevant Excerpts from MQSHR 2001

MQSHR, Part 13 Winding Operations

MQSHR, s. 121 Application of pt 13

This part applies only to winding operations in which a winder of at least 30kW capacity is used.

MQSHR, s. 122 Appointment of persons to control winding operations

The site senior executive must appoint, in writing, 1 or more persons to control winding operations at the mine.

MQSHR, s. 123 Acknowledgement of appointment

(1) *A person appointed to control winding operations at a mine must acknowledge the appointment by written notice given to the site senior executive.*

(2) *The notice is prescribed for section 59(1)(e) of the Act as a matter that must be included in the mine record.*