

1. PURPOSE AND SCOPE

The purpose of this document is to specify Ergon Energy's minimum Personal Protective Equipment (PPE) requirements for field worksites and workshops.

These requirements apply to:

- Work undertaken within designated workshops
- Work undertaken on field worksites including site meetings with clients
- All Ergon Energy staff including SPARQ staff, service contractors, day labour hire staff and panel contractors

Ergon Energy workers shall be supplied with approved PPE as required for field worksites and workshops. Note: Only Ergon Energy supplied and approved PPE shall be worn.

Where additional PPE outside of that supplied by Ergon Energy inventory system is required it shall meet/exceed the Ergon Energy requirements and be approved by the Business unit manager.

Any additional task specific PPE required by a Safe Work Practice, Safety Data Sheet, or site specific signage shall be worn in addition to these requirements.

In the event that an approved type of PPE introduces a hazard to the work environment that is not acceptable, a change to the requirement shall only apply where a documented Risk Assessment has been completed and implemented for the work activity involved where other measures have been successfully implemented to control the risks to within an acceptable limit. The documented Risk Assessment requires endorsement by the Manager Technical Solutions where it involves a change to a mandatory requirement of work practice or HSE Business Partnering Manager where it involves a change to a mandatory requirement of safe system of work.

The requirements do **NOT** apply to depot office areas, car parks, or designated walkways within workshops unless otherwise indicated by local signage.

When on another site and higher standards are applicable then compliance with those standards is to occur in every instance.

As a risk of injury exists to visitors, PPE of a standard equal to, or better than these requirements shall be mandatory for visitors and shall be a condition of entry.

2. DEFINITIONS, ABBREVIATIONS AND ACRONYMS

PPE Personal Protective Equipment

LV Low Voltage

HRC High Rupting Capacity

AC Alternating Current

DC Direct Current

SDS Safety Data Sheet

3. REFERENCES

[CS000501F115](#) Daily / Task Risk Management Plan

[ES000900R102](#) Safety First Your Guide to Safe Work

[ES000901R103](#) Manage Personal Protection Equipment

[ES000901R126](#) Work Glove Quick Reference Guide

[ES000901R176](#) Hearing Protection Quick Reference Guide

[SWMS006R02](#) QR Network Selection of Colour for Field Uniform

[SWMS006R03](#) QR National Selection of Colour for Field Uniform

SWMS010 Disturbance of Asbestos - Overhead

800, AS1801: Head Protection

Cancer Council Queensland Personal Protection Guidelines

AS2210: Foot Protection

AS1337:1992: Eye Protectors for Industrial Application

AS/NZS 2161.3:2005: Occupational Protective Gloves - Protection against Mechanical Risks

4. PROCUREMENT

Every item purchased by Ergon Energy for use by its workers shall comply with Ergon Energy's specific requirements and the relevant Australian Standard.

The responsible person shall ensure that:

- the equipment is suitable for the workplace application requirements
- equipment conforms with the appropriate Australian Standard
- personal preference does not interfere with sound judgment based on practical requirements

5. TRAINING

Workers issued with PPE shall be provided with appropriate training on its purpose, use, care, maintenance and storage.

6. USE OF PPE

7.1. Field Workwear

Ergon Energy provided field workwear shall be worn when accessing field worksites and workshops. Field workwear shall be worn in full with no mixing and matching of other clothing including previously issued field workwear. This requirement also includes protective footwear. Clothing worn can be either coveralls or long trousers and long-sleeved shirt. These shall be worn buttoned or fastened at the wrist and neck (in line with the logo). The shirt shall be tucked into the trousers.

Ergon Energy has consulted with QLD Rail and has confirmed that Ergon Energy's high visibility clothing in the QR corridor is permitted. Refer to SWMS006R02 QR Network Selection of Colour for Field Uniform for PPE authorisation in working on QR Network assets and SWMS006R03 QR National Selection of Colour for Field Uniform for authorisation in working on QR National assets.

Safety vests **shall not** be worn by Ergon Energy workers except for traffic controller's vests that shall be worn by workers only for the duration of performing that role.

7.2. Safety Helmet

Safety Helmets shall be worn on / in the following work sites:

- All designated safety helmet areas
- All designated construction sites
- Any other site where there is foreseeable risk of impact from falling/flying objects
- All maintenance sites where overhead assets or equipment are being installed, built or maintained
- Outdoor substation switchyards
- Workshops in the vicinity where cranes and gantries are in operation or where there are work platforms at a height of more than 2.0m
- Working on or in proximity to energised equipment with a voltage of more than 50V AC or 120V DC, where a person's head could come in accidental contact with exposed live

parts. On carrying out a risk assessment a safety helmet may not be required while working on indoor relay, control, communication panels and UG pillars

- Operating a crane, lift, gantry, or other lifting machinery

When working outdoors the safety helmet should have a broad brim and neck flap.

7.3. Cloth Shade Hats

For work areas where a safety helmet is not required and work is performed outdoors in daylight hours, Ergon Energy supplied and approved soft hat should be worn.

7.4. Protective Footwear

Class 1 Protective Footwear with non-conductive and non-slip sole shall be ***fit for purpose** and worn correctly when entering the following work sites:

- All designated protective footwear areas
- All construction and maintenance sites
- Outdoor substation switchyards
- All designated work areas within workshops
- Working on or in proximity to energised equipment with a voltage of more than 50V AC or 120V DC
- Operating a crane, lift, gantry, or other lifting machinery
- Working on a roadway
- Working with or near vehicles operated by a second party
- Any site with access controlled by a Daily/Task Risk Management Plan
- Any other site where there is foreseeable risk of impact from falling/flying objects

*** fit for purpose** – comfortable and provide protection for the environment and work being performed and is to be regularly checked to be in a serviceable condition.

Note: agreed exceptions are:

- Need to wear conductive boots while carrying out tower work
- Working on roofs where non slip soles are required

7.5. Snake Chaps

When walking or working in bush areas or areas where snakes may be encountered, ensure you wear snake chaps to provide protection from snake bites.

7.6. Safety Eyewear

Safety eyewear shall be worn when entering the following work sites:

- All designated safety glasses areas
- All construction and outdoor maintenance sites
- Outdoor substation switchyards
- All designated work areas within workshops
- Working on or in proximity to energised equipment
- Working on a roadway
- Any site with access controlled by a Daily/Task Risk Management Plan
- Any other site where there is foreseeable risk of impact from flying objects or dust

Unless specifically signed otherwise, all safety glasses shall be rated of at least minimum medium impact and non-conductive.

Where a contractor is engaged on an activity where there is no exposure to electrical risk, such as traffic control or backhoe operation, protective eyewear does not need to be of a non-conductive material.

Where work is carried out on an outdoor site during daylight hours, glasses shall be provided for sun protection in accordance with AS1337. The requirement for wearing safety glasses (clear/amber) is also valid for night-time use.

7.7. Insulating Gloves

Insulating gloves of the appropriate rating shall be worn when performing tasks associated with High Voltage conductors or apparatus. Examples of tasks include but are not limited to the following; performing switching operations, measuring heights of energised equipment or lines or live line activities.

'00' gloves shall be worn when working on or in proximity to any low voltage conductors or equipment, which is energised or may become energised due to error, accident or system failure.

Note: The constant use of '00' Low Voltage Gloves is not mandatory as long as the equipment is:

- Isolated from all possible sources of supply (and tested as dead); and
- The neutral is confirmed as connected to the MEN and proved as dead or isolated; and
- Any other exposed live conductors in the work area are separated by barriers, covers or distance; and
- **ALL identified risks** have been considered and controlled as per the risk assessment

7.8. Work Gloves

Gloves designed to protect against mechanical risks. The gloves are to have a performance rating relevant to the type of task being performed. Refer to [ES000901R126 Work Glove Quick Reference Guide](#) to select the correct glove to be worn for the job being performed.

Work gloves shall be worn when there is risk of injury from cuts, lacerations, abrasions, or punctures. For example;

- Manual handling
- Using ropes or load restraint
- Loading or unloading of equipment
- Assembling and dismantling equipment
- Using open bladed cutting equipment
- Working with heat sources, e.g. welding equipment

Work gloves may be removed:

- Once the hazardous activity is complete (hauling, cutting) and heat shrink, lugs are to be applied
- To carry out circuit board solder work
- When work requires high dexterity or working with fine material (fibre optic)
- Where there is a written work practice permitting removal
- Where an unacceptable risk of injury is introduced from rotating machinery (e.g. lathe, pedestal drill, bench grinder)

Appropriate protective gloves shall be worn when handling chemicals as directed by the SDS.

7.9. Non-conductive Full Face Arc Flash Shield

When performing live low voltage work which has the potential to develop high fault current, e.g. the circumstances listed below, workers are required to wear the additional non-conductive full face arc flash shield.

- Padmount switchboards
- Distribution cabinets
- Work in LV pillars on the mains cables or where the mains cables are exposed
- Switchboards that are not over current protected or protected by a fuse/circuit breaker greater than 100Amps HRC. (e.g. Current Transformer Metering)

7.10. Hearing Protection

Working near equipment in locations where noise may exceed 85 dBA without hearing protection will damage your hearing. If you need to raise your voice to communicate with someone only one metre away then you shall wear hearing protection. To select the correct hearing protection to wear, refer to [ES000901R176 Hearing Protection Quick Reference Guide](#).

Please note that some hearing protection provided may not be suitable for live electrical work and the [ES000901R176 Hearing Protection Quick Reference Guide](#) provides further guidance on this.

7.11. Respirators

Respirators shall be worn when the work could disturb asbestos. Asbestos can be either friable or non-friable.

Working with non-friable asbestos requires, as a minimum, a P2 respirator (IIN 1843587) to be worn.

Working with friable asbestos typically requires workers to have an "A" Class asbestos removal licence. Ergon Energy has been granted an exemption under the WH&S regulations to allow specifically trained electrical workers to remove Silva Link fuses containing friable asbestos whilst wearing appropriate PPE. As a minimum, respirators required are either, Powered Air Purifying Respirator type (PAPR) or Face-fit P2 respirators. Both respirator types require training in use, maintenance and inspection.

7.12. Other PPE

Other forms of PPE will be required as identified by the Daily/Task Risk Management Plan and may include additional protection for face and body.

7. REMOVE ALL METALLIC JEWELLERY

No metallic jewellery is to be worn at the following:

- all construction and maintenance sites
- outdoor substation switchyards
- all designated work areas within workshops
- working on, or in proximity to, energised equipment with an operating voltage of more than 50V AC or 120V DC or the capacity to deliver fault current capable of producing burns
- any site with access controlled by a Daily/Task Risk Management Plan

Jewellery includes watches, rings, bracelets, necklaces, body adornments and wedding rings.

Metallic medic alert type jewellery may be worn where approved by local management upon the presentation of documentation from a medical professional confirming that a worker is required to wear such jewellery.

8. USE, CARE, MAINTENANCE AND STORAGE

All PPE shall be used, maintained and stored in accordance with the manufacturer's requirements.

Workers shall make themselves familiar with all Manuals and instructional information supplied with the PPE.



No PPE shall be used that has been modified in any way or contaminated with solvents, adhesives or stickers, unless approved by the manufacturer and your business unit Level 2 or above manager.

Workers who are issued with PPE shall retain and be responsible for the care and maintenance of all Personal Protective Equipment and Apparel.

Equipment used for a specific task (e.g. respirators) shall be cleaned before and after use or, where required, disposed of as per any relevant instructions.

PPE shall be stored so as not to cause damage or degradation when not in use.

Any damaged or deteriorated PPE shall be immediately withdrawn from service and replaced.

9. ACQUIRING OF PPE

In most cases PPE utilised in Ergon Energy has been standardised and is available via the Ergon Energy Stores system and details on how to obtain PPE can be discussed with your supervisor. To have new PPE reviewed and possibly added to the Stores system, please contact a representative on the PPE&C committee or contact the HSE Business Partnering Manager.