



Issue: 04

Site: All

Date: December 2007

Address from the Managing Director

Thankyou for your participation in the Site Safety Meetings for this year, as previously mentioned it is paramount that all persons actively participate in the meetings. All ideas that have been put forward during these meetings have been initiated or are being worked through by management. I would urge that in 2008 sufficient on-site planning is allowed to ensure safety meetings are carried out on time (as scheduled) and that regular contractors such as cartage contractors, electrical contractors and drill rig operators are encouraged to participate in the meetings.

Capital works

Below is a summary of the capital works that have taken place recently to improve safety on our Work Sites:

- **Stawell Quarry**
 - CAT 980H Sales Loader is presently under trial lease, purchase is expected to take place in late December. This will improve site safety outcomes by reducing the maintenance risks associated with older machinery.
- **Northern Quarries**
 - Existing crushing plant is being maintained but no major works are planned as this unit will be decommissioned over the next twelve months with the onset of processing activities on the Miller's site.
 - Komatsu WA250 Tool Handler has been purchased to reduce the risks associated with using other machinery to handle goods; forklift licensing is being arranged for personnel.
 - New plant primary crusher and screen one area (including conveyors) is being set up with perimeter guarding as well as individual guarding on major nip points, i.e. tail drums, v-belt drives; this will greatly reduce the risks associated with plant maintenance (minimizing chance of ineffective lock out).
- **Wim Mix**
 - Auger for handling bulker bag cement has been purchased to remove risks associated with manual handling, exposure to cement dust and working at heights.
 - Water settlement dam is about to be cleaned and backfilled with a shallow lined sediment collection area to be put in its place again to remove risk to machinery and persons as well as minimizing water loss.

- Control room and cabling upgrade is occurring to isolate operator from the batch plant.
- Chemical storage for additives is being installed to contain spillage and improve security and safety.

Reports on employees

We welcome the following employees who have recently commenced employment with Conundrum:

- **Stawell Quarry** – Glen Green, Trainee Quarry Face Dump Truck Operator
- **Northern Quarries** – Peter Brereton, Trainee Sales Loader Operator
- **Management Appointments**
 - Pat Kerr has been appointed Production Manager while retaining his Purchasing Manager and Quarry Manager Extractive roles.
 - Tom Kerr has been appointed OHS Manager and Quality Assurance Manager.
 - Charles Kerr has been appointed Leading Hand and is now active in the role of HSR at Northern Quarries, having recently completed the 5 day HSR course.
 - Don Rigby has returned to his roles as Quarry Manager Processing at Stawell Quarry.

I would like to take this opportunity to wish you all a happy Christmas and a safe, enjoyable break over the festive season.

Written by: Ron Kerr

Employees Safety Noticeboard

Vocational Training

Certificate II in Extractive Industries

Over the past decade Conundrum has been actively working towards having all employees trained to the level of Certificate II. This has involved employees undertaking various units from the Extractive Industries Training Package, with the CMPA's Work Safely and Conduct Local Risk Control units of competency being adopted as compulsory units for all company employees and permanent contractors.

A total of eight units are required to achieve Certificate II in Extractive Industries. Level II Workplace First Aid is also compulsory for all employees and contributes to the



Certificate II. Examples of other available units are displayed in CMPA publications and are available from your manager.

I will be visiting the quarry sites early in the New Year to sit down with each of you and develop individual training plans in conjunction with your managers. Your training plan consist of a timeline of the units that you have already completed and further units that you would like to undertake in working towards Certificate II and beyond.

Certificate III in Road Transport and Distribution

Different operations and greater exposure to the wider public prompted an investigation into what would be the best training options for employees at Wim Mix. Certificate III in Road Transport and Distribution was chosen as the most suitable option. As such Wim Mix employees are set to embark in a traineeship for Certificate III in Road Transport and Distribution in conjunction with DECA Training and Box Hill Institute over the next 18 to 24 months. This training will ensure that we are able to meet our duty of care to other employees and the wider public while supplying our customers with the best possible service.

Written by: Tom Kerr

Upcoming Dates of Importance

Safety Meetings

Upcoming "Safety Meetings" {869} include:

- 1 – Workplace Attitude and Behaviour and Site Communication
January 2008
- 2 – Personal Protective Equipment
February 2008
- 3 – Plant Guarding
February 2008
- 4 – Safety Newsletter and Equipment Isolation & Lockout
March 2008

Safety Newsletter

The next "Safety Newsletter" {860} will be published in March 2008.