



Author Brian Lyne  
File: 001645  
LDN:MI07/03896  
Safety and Health  
Phone: 07 323 71585

Department of  
Mines and Energy

20 April 2007

Mr «SSE\_Name» «Surname»  
Site Senior Executive  
«Mine»  
«Address»  
«Town» «State» «Postcode»

Dear Mr «Surname»

**Section 55 (3) Coal Mining Safety and Health Act 1999 – Declaration of a Senior Position in the mine management structure at coal mines**

The purpose of this letter is to give notice that I am exercising my powers under section 55 (3) of the *Coal Mining Safety and Health Act 1999* and declaring that at **each mine, where contract labour is employed, must have at least one senior position in the section 55 management structure responsible for the supervision of contractors.**

**In a recent Coroner's report into a fatal accident, one of the recommendations was to require the creation of a senior position at each mine for the control of contractors.** During the past few years there has been a significant increase in the use of contractors at coal mines. As a result of inspectorate investigations of incidents and accidents at a number of mine sites I have concluded that there is a real need for a senior position at each mine for a person to be employed in controlling contractors.

As a minimum, the duties of the person/s occupying the senior position/s should include monitoring contractor's;

- 1) Safety performance in the tasks being undertaken
- 2) Plant and equipment being used is "fit for purpose"
- 3) Employees are familiar with the relevant parts of the mine safety management system that affect them personally,
- 4) Employees regularly use and are sufficiently competent in the use of on-site risk assessment procedures before undertaking new or significantly changed tasks

Head Office  
Level 5 Mineral House  
41 George Street  
PO Box 15216  
City East Queensland 4001  
Telephone + 61 3237 1585  
Facsimile + 61 3237 1242  
Website  
[www.dme.qld.gov.au](http://www.dme.qld.gov.au)

- 5) Employees are clearly aware of their role in relation to emergency response and reporting of incidents

We believe it would be reasonable for the necessary appointment or appointments of persons to be confirmed to the inspectorate by 31 May 2007.

If there is any difficulty with meeting that time frame you should advise me accordingly, including what action you have taken to address the issue of contractor safety at your mine in the interim period.

I look forward to working with you in a cooperative manner with the common objective of achieving *zero harm* to all who work in and around our mines

Yours sincerely

A handwritten signature in black ink, appearing to read 'B Lyne', with a stylized, cursive script.

Brian Lyne  
**Chief Inspector of Coal Mines**