

Safety and Security Planner F22

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1 Relevant Tier HSC Meeting -	X	X	X	X	X	X	X	X	X	X	X	X
2 Review Return to Work Process - Plans and certificates												
3 Safety Elections and Safety Team Effectiveness Questionnaire												X
Workplace Inspections												
Daily start up for Manual Handling Equipment	X	X	X	X	X	X	X	X	X	X	X	X
Restricted Access Register Review												X
Site Access control Training												X
Duress Alarms												
Fixed Duress Checks	X		X		X		X		X		X	
Code Black Drill 6am - 6pm Time Frame		X			X				X			X
Code Black Drill 6pm - 6am Time Frame		X			X				X			X
Code Black Review for changes								X				
Mobile Duress Alarms	x	x	x	x	x	x	x	x	x	x	x	x
Offsite Security Site details check	x						x					
Emergency Resposne												
First Aid requirements Awareness training Officers		X						X				
First Aid kit contents check		x						x				
Evacuation Drill - Fire	X				X				X			
Evacuation Drill - Other			X				X			X		
Emergency Plan and evaluation review	X								X			
Emergency Awareness Severe Storms / bushfires			X									
Emergency Awareness Severe Floods									X			
Emergency Awareness Severe Snakes			X									
Disaster Management plan review												
Mental Health Awareness		X				X				X		
EAP Awareness	X		X		X		X		X		X	
Traffic Management Review				X								