Rethinking safety through INCLUSION + WELLBEING

HEALTH + SAFETY

SYSTEM REQUIREMENT

1/08/2026

PLANNING

PURPOSE AND SCOPE

This System Requirement explains the process for health and safety planning activities that are undertaken prior to the start of a project or new Laing O'Rourke site.

1.0 PROJECT START UP AND MOBILISATION

From the bid phase through to the project's planning and design phases. The Project Start Up and Mobilisation (PSUM) procedure will be followed. This includes planning activities for health and safety. The Bid Leader is responsible for PSUM during the bid phase. After award they hand over responsibility to the Project Leader for the planning, design and delivery phases.

2.0 PROJECT RISK ASSESSMENT

The Project Risk Assessment (PRA) must be developed and reviewed in accordance with **System Requirement Risk Assessment and Safety in Design**. The PRA should be completed before finalising the Work Health and Safety Management Plan (WHSMP). Risks identified within the PRA may require further development of site-specific processes or a strategic approach to effectively mitigate the risk. The PRA will also identify the specific critical controls and where relevant, requirements within the Primary Standards that will be implemented on the project (e.g. the project-specific methods and any equipment that will be used to separate plant and people).

This must be documented within the WHSMP along with the project-specific mitigation measures and responsibilities transferred into the RACI appendix.

3.0 HEALTH AND SAFETY PLAN

All construction projects must have a WHSMP in place and approved by the Project Leader prior to commencing works on-site. The **WHSMP Template** is used as a base document with projects and workplaces tailoring the template to make it suitable to their operations and risk profile. This includes amending (or removing non-applicable) appendices to suit the project requirements and specific controls.

The plan, in conjunction with the relevant System Requirements and Primary Standards in the HSMS, describe how the health and safety of all people within the project workplace and adjacent areas will be managed.

The WHSMP includes:

- Project health and safety objectives and targets
- Appointments, roles and responsibilities for health and safety
- PRA
- Requirements for health and safety audits, inspections and reporting
- Emergency preparedness and response
- Legislation for health and safety where applicable.

The PRA is completed (as per **System Requirement Risk Assessment and Safety in Design**) prior to finalising the WHSMP. Each applicable Fatal and Severe Risk (FSR) must be reviewed as part of completing the PRA. The relevant FSR subject matter expert (SME) must provide guidance and support, assisting project personnel to define how FSR Critical Controls will be implemented specific to the project. Risks identified in the PRA may require project-specific processes and controls to be developed to mitigate the risk. This must be documented in the WHSMP (i.e. project-specific mitigation measures and responsibilities transferred into the RACI appendix).

The WHSMP must be reviewed as a minimum every six months by the Project or Operational Leader or as required to suit the phase of the project. The review will consider any significant change to the Safety in Design risk assessment, significant change in scope, systems of work or plant, company, project and legislative requirements, Actual or Potential Class 1 events, and any adverse health effects identified by health surveillance. The review will include all of the appendices.

Copies are to be archived to demonstrate the review process. The WHSMP Revision Control Schedule is to be signed and dated by the Project Leader for each revision issue. Records generated throughout the project are to be controlled in accordance with **Archiving Procedure**.

The WHSMP and PRA will be provided to supply chain partners as part of the procurement/engagement process.

4.0 METHODOLOGY AND WORK PACKS

The PRA, project-specific processes and FSR critical controls should be referred to when planning high-risk activities, developing methodology and creating work packs. This is to ensure that resources and controls are in place prior to commencing works in line with our GO/NO GO philosophy. It is not expected that all documents are cross referenced to create additional bureaucracy; however, those with planning responsibilities should assure themselves that the Critical Controls are in place prior to commencing works. This may be done using the FSR assessment tool, FSR critical control question sheets, Safe Work Method Statement Review Part B Checklist, or other project-specific checks.

5.0 HSE ACTIVITY SCHEDULE

All projects shall have an HSE activity schedule in place for the planning, tracking, monitoring and management of HSE activities. This shall include the outcomes of the project 30/60/90 risk reviews and may include items such as:

- FSR/SER Assessments and Inspections
- Inspections and audits
- SWMS Observations and Leadership Engagement Activities
- WHSMP/EMP Reviews
- Emergency Management Reviews and Drills
- HSE Compliance reviews and activities

Project HSE Activity Schedule activities shall be tracked and monitored through Intelex.

6.0 PERFORMANCE REVIEW

As part of regular review of planning and implementation of the WHSMP, the project will produce a monthly report including the HSE dashboard as part of the contract review process. The data within the report is to be derived from sources including Intelex that feed into the company reporting at a Hub level to enable whole-of-business improvements.

7.0 PLANS, FORMS AND TEMPLATES

For relevant plans, forms and templates see the Laing O'Rourke HSEMS at www.lorhsems.com.