



# WATER DIRECTORATE

## **Safety Seminar & *Inaugural Competition***

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Seminar Information & Competition Manual

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**Held in conjunction with**



**Wednesday 13<sup>th</sup> & Thursday 14<sup>th</sup> June 2007**

## General Information

### When is the seminar & competition being held?

The seminar and inaugural competition will be held on **Wednesday 13<sup>th</sup> June & Thursday 14<sup>th</sup> June**. **Entry to the seminar and competition is free.**

### Where are the events being held?

Both events will be held at Rose Hill (Racecourse) Exhibition Centre. Rosehill Gardens Exhibition Centre is centrally located in the heart of Sydney and is only minutes from Parramatta's CBD. The venue can be easily accessed from the M4 Motorway and exiting the Motorway at James Ruse Drive. Entrances into the Exhibition Centre are off James Ruse Drive (Carpark P4 - opposite Rydges Hotel) or Grand Avenue or Unwin Street. There is plenty of **free parking** on site and the convenience of Rosehill train station and bus services located at the entrance to Rosehill Gardens.

### When is the seminar being held?

The safety information seminars will be held in Conference seminar rooms from 10.00am till 1.00pm on Wednesday 13<sup>th</sup> June.

### When is the Competition being held?

Teams will begin the competition after 1pm on Wednesday 13<sup>th</sup> for the rest of the afternoon and commence again from about 9.30am on Thursday 14<sup>th</sup> through to about 2pm. Registrants for the competition will be provided with timetabling of the competition once all registrations have been received.

### e-safe & Water Directorate promotes a safe work environment.

Attendees should wear:

- sensible, enclosed footwear
- as a participant to demonstrations or competitions, Personal Protective Equipment (PPE) and clothing is mandatory
- Attendees viewing the competition areas must remain within designated spectator areas at all times

### Evening Function

Integral Energy cordially invites you to attend the **e-safe** Gala dinner. Enjoy an evening three course dinner alongside colleagues and industry peers. Mr Steven Burtch, President of DuPont Safety Resources Asia Pacific is the special guest speaker.

When: Wednesday 13 June 2007

Time: 6.30pm for 7.00pm

Dress: Smart casual

Venue: Rosehill Gardens, Rosehill Racecourse  
Entry via the Member's Entrance, Level 5, Director's room

Parking: Free parking is available at the venue

Bookings: Reserve your seat by contacting Stephanie Ussher at [stephanie.usscher@traffik.com.au](mailto:stephanie.usscher@traffik.com.au) or telephone 02 8424 8555

# Competition Information

## Who is eligible to compete?

Appropriately qualified staff from the corporate membership of the Water Directorate are eligible to enter, plus staff from the energy generation and supply industry if they wish to submit a team.

## Competition Teams

Up to 4 employees can make up a team. Up to 3 of the team members will actively participate in the competition and the 4<sup>th</sup> team member will be the team manager. *Teams with less than 4 members are still encouraged to register and compete.*

Team members can come from experienced and qualified trades / workgroups and apprentices are strongly encouraged to participate. Training in First aid for at least one of the team members may be advantageous.

The team manager should be someone who has a wide range of skills and can guide the other team members with their skills and knowledge in the lead up to the competition and offer support on the day.

## What sorts of things will be in the competition?

There will be up to three practical components taking about 15 to 20 minutes each plus a theoretical multiple choice question paper. The practical components will include tasks like changing a water meter, hazard identification and risk assessment, and dealing with emergency situations that may contain an injured casualty. These emergency situations could include either overhead wires or underground services, chemicals or other work related situations. Prizes will be awarded for first, second and third in each category. We endeavour to make the worksite simulation similar to those encountered everyday in the course of the team members usual role.

## Equipment

Usual operational tools and equipment will be onsite, and the scenarios will be safe and realistic, with a high adjudication focus on safety. Teams may choose to bring some of their own tools and equipment if they wish.

## Do we win anything?

Yes, there are trophies and prizes donated from suppliers and other associated industry supporters, plus there is the prestige of winning the first ever Water Directorate Competition 2007! The awarding of prizes will be on at 3pm on Thursday 14<sup>th</sup> June.

# Scenarios

## Management of an emergency situation involving a damaged water main

This competition is designed to test the team's ability to identify and manage an emergency situation prior to the arrival of emergency services and other essential service organisations. The scenario will involve plant and equipment and the worksite will be similar to those encountered everyday in the course of their role.

Each team can consist of up to three competitors plus a team manager.

## Safe changing of a water meter

This competition is designed to assess the team's knowledge and ability to safely and efficiently change a water meter. This scenario will involve plant and equipment. and the worksite will be similar to those encountered everyday in the course of their role.

Each team can comprise of up to three competitors plus a team manager.

## **Management of a situation involving chemicals and a spillage**

This competition is designed to test teams' understanding and management skills of chemicals that are commonly used within the supply and treatment of water and or sewerage.

This scenario will involve plant and equipment and simulate chemical management that will require spillage management.

Each team can comprise of up to three competitors plus a team manager.

## **Theoretical Knowledge Assessment**

This event is aimed at assessing the knowledge and skills of the team. A bank of multiple choice questions compiled from guest speakers attending the seminars and relevant questions relating to the competitions will be provided to team members. Seminar topics include Safe working in and around Rail Corridors, Safe Working in and around Gas lines, Hazard identification including Safe Work method Statements and Safe working in and around Power lines. *Attendance at the safety information seminars is highly recommended for team competitors.*

## **Other Competitions**

*Teams are also encouraged to participate in the other Competitions including Hazard & Risk Assessment First Aid, Fire Management, Manual Handling and Confined Space rescue.*

## **Safety Information Seminars**

These Seminars will be specific to the business activities and purpose of the Water Directorate, and they will be conducted prior to the commencement of the Inaugural Water Directorate competition.

Each Seminar topic will be a total of 40 minutes duration including about 10 minutes for group interaction and questions.

Seminar topics for this year are:

### **Working in and around Power Lines**

Delivered by a member of the safety team from EnergyAustralia, this informative segment will provide valuable information regarding the safe working in and around Power lines.

### **Working in and around Rail Corridors**

Delivered by Mr David Green from the Training College of RailCorp, this informative segment will provide valuable information regarding the safe working in and around Rail Corridors.

### **Working in and around Gas Lines**

Delivered by a member of the safety team from AGL, this informative segment will provide valuable information regarding the safe working in and around Gas lines.

### **Risk Assessment & Safe Work Method Statements (SWMS)**

Delivered by Mr Chris Djekic from C&M Safety Solutions, this informative segment will provide valuable information regarding a common sense approach to risk assessment and the practical use of Safe Work Method Statements for Water and Sewerage employees.

## **Yes, we wish to attend the seminars and enter a team for the competition!**

Organisations who wish to attend the seminars and/or register a team to compete in the competitions must complete the registration form attached.

# Competition Rules

## General

The aim of this competition is for teams from the energy and water industries to participate in a challenging competition with realistic scenarios, giving each team the opportunity to demonstrate their work related skills, with the aim of learning by competing.

The competition will comprise of three practical scenarios and one written theory assessment. The complete team must attend and participate in the exam and each of the 3 scenarios.

Each team will be judged on their ability to:

- Develop basic pre-work safety/rescue plans
- Work as a team (eg. Leadership, teamwork, communication etc.)
- Identify and manage hazards in an emergency situation
- Manage an environment that could injure workers or bystanders

Team Managers will be able to accompany their teams on site. Whilst they may listen to the briefing given to the team, they will then be asked to step back and not take part in the scenario.

Each scenario will have adjudicators that will give feedback to each team at the completion of that scenario.

All competitors are required to report to the Marshalling area at 1.00pm on Wednesday afternoon, and the competition will span two days. The competition will conclude on the afternoon of the Thursday with the announcement of the winner and a presentation in the stage area of the exhibition.

Prizes have been arranged for teams that come in first, second and third placings.

## Format

The competition will consist of four activities:

- **Management of an emergency situation involving a damaged water main**
- **Safe and efficient changing of a water meter**
- **Management of a situation involving simulated chemicals and a possible spillage**
- **Theoretical Knowledge Assessment**

### **Information during the activities**

Team members are to implement full incident management of the scenario. The team shall manage the situation as they found it ie. Any information required must be obtained from the assessment of the scenario or another person in the scenario. When requested, adjudicators will only provide information to indicate severe safety issues, act as the 000 despatcher and other emergency services to indicate if situation is live or not.

Teams will be scored per scenario. Penalties may be applied if competition rules are not adhered to.

### **Teams**

Teams will consist of up to four team members, with one reserve team member if the team wishes to do so and a team manager. All team members must hold current qualifications to their level of employment. Apprentices are encouraged to participant in the team.

### **Clothing**

All competitors must wear protective clothing, safety eyewear and safety footwear as issued by their organisation.

### **Judging**

Independent qualified adjudicators will be provided. Adjudicators will provide feedback to the competing team immediately folloing the completion of the scenario.

## Specific Rules for the competition

1. Upon arrival at the venue all team members shall make contact with the Water directorate competition
2. **Teams should pre-register prior to 8 June 2007**
3. All team members are to remain together until they have completed all competition activities.
4. Teams may be identified with suitable identification ie coloured armbands which must be worn until completion of all activities.
5. Teams may use their company tools and equipment, although appropriate tools and equipment will be provided for each scenario by the competition organisers.
6. Tools and equipment shall form part of the scenario unless otherwise specified. Where competitors use the tools and equipment supplied a small amount of familiarity time will be provided, however, tools and equipment may not be placed ready for use prior to starting the event or a penalty will be incurred.
7. Management of the task or scenario must be carried out utilising equipment from the tools and equipment provided, and/or by improvisation using material within the scenario area.
8. The scenario is limited to the area identified by the competition marshalls. Teams are not permitted to use anything outside this area.
9. Team members are expected to implement full management of the situation as they find it ie. Any information required must be obtained from the assessment of the situation or another person in the scenario. When requested, adjudicators will only provide information to indicate severe breaches of safety.
10. If a team member violates safety protocols and is deemed injured by the adjudicator they are to be treated as a casualty requiring care from that time. If a team member is deemed to have sustained a fatal injury, the team will incur a penalty.
11. Teams will be penalised if they do not ensure the safety of both themselves and the situation at all times. The event adjudicators will determine these penalties.
12. Adjudicators de-briefing period at the conclusion of each event will be for five minutes only.
13. Teams are to be in the event marshalling area five minutes prior to their scheduled starting time of each event. Teams will be advised of the location of the marshalling area at the briefing at the start of the competition.
14. Teams may observe another team managing a scenario in which they have previously competed or watch the conference demonstrations, presentations and seminars. Once the team has completed all activities they may move around freely.
15. No information about any scenarios shall be passed on to anyone outside the scenario location.
16. The adjudicators decision will be final.
17. The format of the competition is subject to change by the organisers.

## Individual registration form

Mr/Mrs/Miss (circle title)

First name \_\_\_\_\_ Surname \_\_\_\_\_

Position \_\_\_\_\_ Organisation \_\_\_\_\_

Address \_\_\_\_\_

State \_\_\_\_\_ Post code \_\_\_\_\_ Tel (work) \_\_\_\_\_

Mobile \_\_\_\_\_ Email \_\_\_\_\_

I will be attending  Day 1 only  Day 2 only  Day 1 and Day 2

## Group registration form

Complete this section if you wish to register as a group. Please include details of the main contact person by completing the above individual registration form.

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

**Fax this page to Gary Mitchell on 02 9283 5255** or mail to Gary Mitchell, Executive Officer, Level 12, 447 Kent Street, Sydney 2000. If mailing, please call 02 8267 3010 and notify your information is being posted.

This information is being collected by Water Directorate to help process your registration. The information will also be included in a database so we can inform you about future e-safe events and may also be passed onto e-safe exhibitors. Please indicate below if you do not wish your personal information to be used in this manner.

I do not wish to be contacted about future e-safe/Water Directorate events

I do not wish this information to be disclosed to e-safe/Water Directorate exhibitors/suppliers

## Competition registration form

Complete this section if you wish to register your team to one or more of the competitions.

Team manager / contact person \_\_\_\_\_

Position \_\_\_\_\_

Organisation \_\_\_\_\_

Address \_\_\_\_\_

State \_\_\_\_\_ Post code \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

### Competition

Competing in all four events will maximise your team's chances of winning the competition

- Management of an emergency situation involving a damaged water main
- Safe and efficient changing of a water meter
- Management of a situation involving simulated chemicals and a possible spillage
- Theoretical Knowledge Assessment

### Team members (max 3 per team):

No.	Title	First name	Surname
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____

### Enquiries

For any enquiries regarding seminars or competitions, please contact:

Steven Johnson  
Seminar & Competition Co-ordinator  
Survival First Response  
0247 596 000 / 0414 588 944  
or email [steven@sfr.com.au](mailto:steven@sfr.com.au)