



# Infrastructure WHS Management Plan Maroochydore Campus

Part Two – Campus Specific  
December 2024



## **INTRODUCTION**

### **Context**

Refer to DTET Infrastructure Work Health Safety Management Plan for TAFE Queensland Campuses: Part One - General (TAFE Queensland WHS Plan Part One), available from the onsite representative, for background and context to this DTET Infrastructure Work Health Safety Management Plan for TAFE Queensland Campuses: Part Two - Campus Specific (TAFE Queensland WHS Plan Part Two).

### **Purpose**

This TAFE Queensland WHS Plan Part Two for Maroochydore Campus has been developed to supplement the TAFE Queensland WHS Plan Part One, by providing additional information regarding hazards known to DTET, that may be present at Maroochydore Campus; facilitating a consistent approach to the provision of WHS information to stakeholders on the Campus. This plan also summarises Campus contact details, layout, access points, general WHS information, and evacuation details.

**IMPORTANT:** Read this TAFE Queensland WHS Plan Part Two in conjunction with the TAFE Queensland WHS Management Plan Part One available from [trainingassets@desbt.qld.gov.au](mailto:trainingassets@desbt.qld.gov.au) that contains information in relation to WHS requirements and general hazards that may be present at all Campuses.

A copy of this Plan is available from the onsite representative of The Industry School and [trainingassets@desbt.qld.gov.au](mailto:trainingassets@desbt.qld.gov.au).

### **Terms and Definitions**

Terms and definitions used in this TAFE Queensland WHS Plan Part Two are defined in TAFE Queensland WHS Plan Part One and apply to both WHS Plans.

## CAMPUS AND EMERGENCY CONTACT DETAILS

### The Industry School Hours

Office Hours 7.30am-5.00pm Mon-Fri

### The Industry School Key contact details

Facilities Representative Primary	Shannon D’cruze	0431 685 958
Facilities Representative Secondary	Savio Steves	0420 382 636
Security Contact	QPS Protective Services	073224 6666 (24 Hours)
DHPW Contact	MRC	1800 631 328

### Emergency Phone Numbers

**000**

Police Station: Maroochydore Police 07 5475 2444

Hospital: Sunshine Coast University Hospital 07 5202 0000

Medical Centre: Maroochydore Medical Centre 07 5376 1500

150 Horton Parade, Maroochydore

Fire Brigade: Maroochydore Fire & Rescue 07 5479 7880

State Emergency Services (SES): Maroochydore SES 132 500

Water: Unity Water 1300 086 489

Gas: N/A N/A

Electricity: CS Energy 13 19 62

Dial Before You Dig Tel: 1100 Web: [www.1100.com.au/](http://www.1100.com.au/)

## **CAMPUS WHS INDUCTION**

### **DHPW Contractors Workers**

Prior to commencing work on Maroochydore Campus, all DHPW Contractors must go to Reception on Level 1 for information regarding Campus WHS induction arrangements. DHPW Contractors may need to complete multiple inductions i.e. for multiple Sites.

**Note:** Workers accessing Operational Areas of the Campus accompanied by a TPL authorised person familiar with the known hazards in the areas visited, are not required to undergo a WHS induction, as they are treated as Visitors. Such Workers would generally not complete trade type work; however, in emergencies it may be appropriate for these persons to undertake emergency work, once they have been made aware of known hazards.

### **Third Party Lessees (TPL) Workers'**

Third Party Lessees Workers are required to complete all relevant WHS inductions when working within the Campus. TPL's are responsible for providing the appropriate WHS induction for their Site.

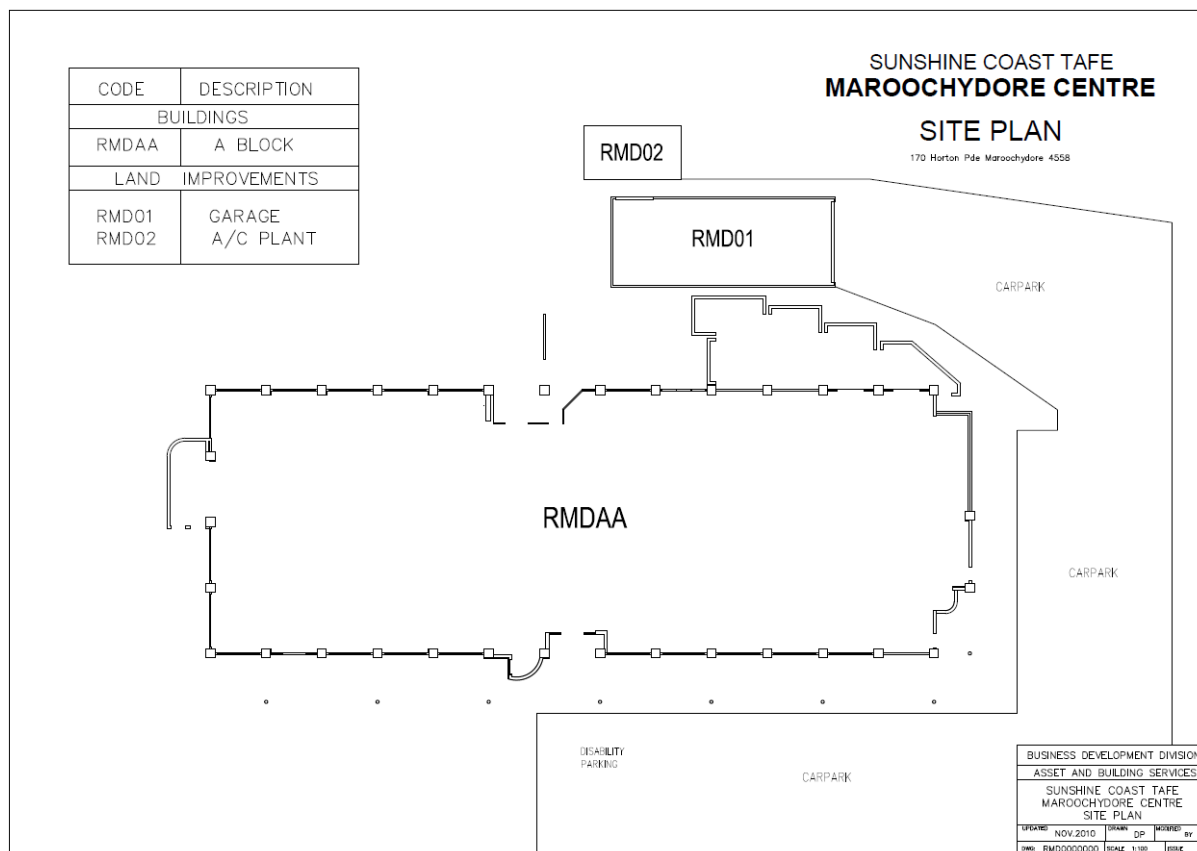
TPL's must ensure their Workers obtain any required access passes, work permits and comply with any induction and security requirements.

### **Visitors**

Visitors must contact The Industry School prior to accessing Operational Areas of the Campus and be escorted by an authorised person from The Industry School.

## CAMPUS INFORMATION

### Campus Layout / Access Points



The above Campus plan is an overview only. Contact [trainingassets@desbt.qld.gov.au](mailto:trainingassets@desbt.qld.gov.au) for further detailed plans as required.

### After hours works

To arrange access for afterhours works, contact Shannon D'cruze on 0431 685 958.

**For non-emergency works, a notification period of 5 business days is required.**

Working on the Campus after hours may require the provision of an appointed security guard to control and monitor any security systems (alarms, etc.) and provide access to restricted areas. Contact The Industry School facilities representative to discuss any costs and other matters associated with afterhours work.

### Extended teaching hours

The following areas of the Campus may have extended teaching, requiring further restrictions on noisy or dusty working hours:

Area	Teaching Hours
Lecture theatre A1	Operates 8:20am and 3:50pm If you require access to this area for work, contact The Industry School Facilities and Fleet representative.

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### Loading docks/deliveries

Consult with The Industry School facilities representative to verify appropriate delivery locations, operating hours and restrictions, and conditions of using loading docks.

Identify and use only the loading docks that are authorised for use. Loading docks are only to be used for the intended purpose. No goods, materials, or equipment can be stored or left in the loading dock or the corridors servicing the dock areas without express consent of The Industry School facilities representative.

PCBU's should make their Workers aware of the risks associated with loading dock areas and instructed in the PCBU's work practices (including observing all signage and instructions) regarding such practices.

Below are the locations of the Campus docks, together with logistical information:

Dock	Maximum Height	Maximum Weight	Operating Hours
N/A			

Parking of any vehicle in loading docks is prohibited unless prior authorisation is obtained from The Industry School unless being loaded / unloaded.

### Lifts

Only designated goods lifts are to be used to transport materials and/or deliveries through the Campus. Passenger lifts are not to be used at any time to transport materials and/or deliveries through the Campus without prior authorisation from The Industry School facilities representative. All lifts are to be used within their designated Safe Working Load (SWL).

#### Lift types and locations:

Location	Levels Serviced	Lift Type	Size	Capacity
A Block	Level 1,2 & 3	Passenger Lift		680kg 9 Persons

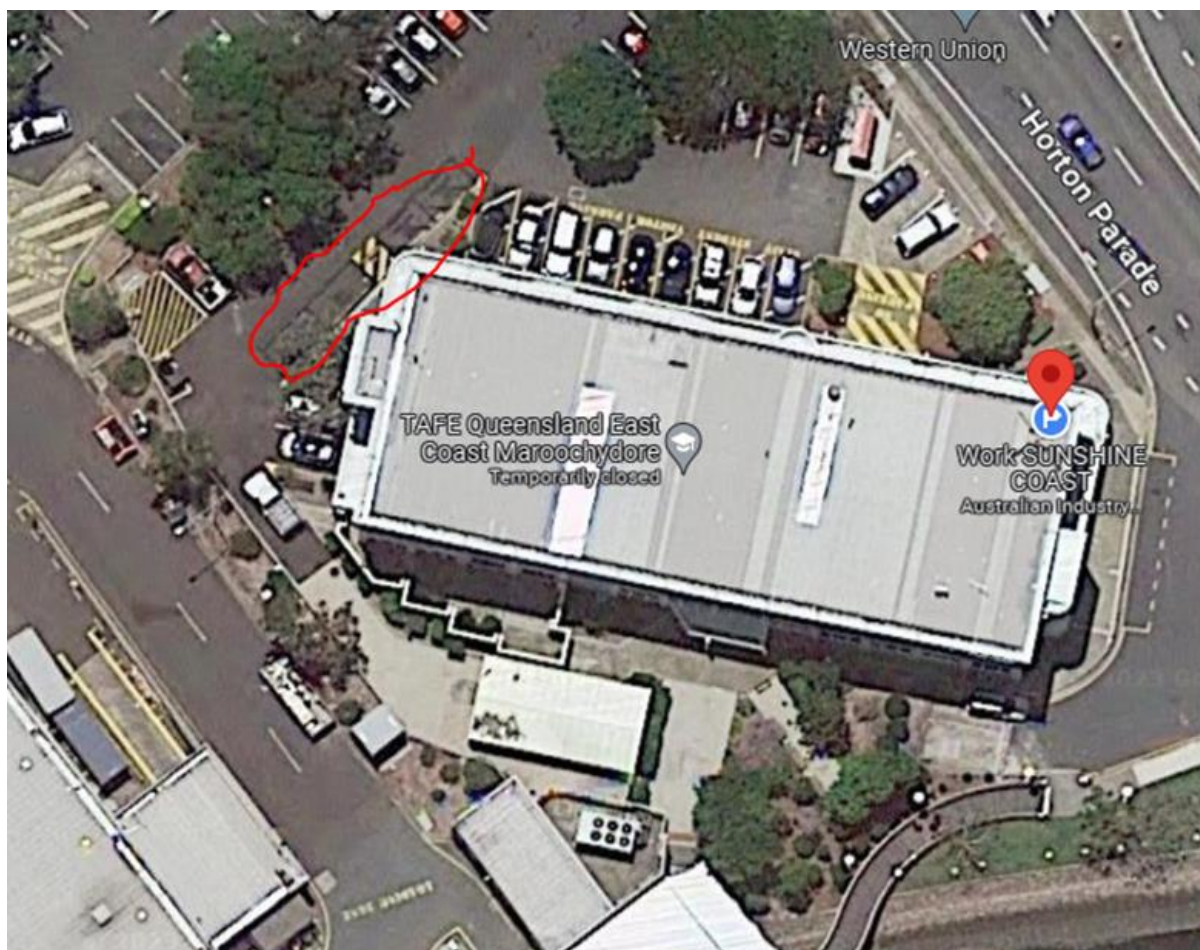


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### Parking

Only park trade vehicles in authorised areas. Under no circumstances are trade vehicles to be parked in disabled parking zones or other restricted parking areas.

Parking for trade vehicles is available in area marked below or by prior arrangement with The Industry School Facilities and Fleet representative.



### Accessing of Operational Areas and other restricted areas

Prior to accessing any Operational Area or other restricted areas contact Shannon D'cruze on 0431 685 958 to arrange authorisation and access.

Obey all signage regarding access and PPE required in regard to the specific areas.

## CAMPUS SPECIFIC HAZARDS

Campus specific hazards, known to DTET include:

### Brittle Sheet Roofing

The following areas have brittle roofing. Prior to accessing any brittle roof area, a risk assessment and safe work method statement must be undertaken/completed, and control measures implemented.

A safe system of work must be devised for all works in and around the brittle roof area/s, including obtaining and completing any safe work permit that may be applicable, observing any additional matters of note on the permit, and complying with the safeguards on the reverse of the permit.

Location	Description	Notes
N/A – Please contact DTET via <a href="mailto:trainingassets@desbt.qld.gov.au">trainingassets@desbt.qld.gov.au</a> prior to accessing any roof area		

### Non-Trafficable Roofing

The following areas have been identified as non-trafficable (roofing materials that are not designed to be walked on or subjected to any kind of foot traffic). People should not walk or stand on these roofing materials, as they may not be able to withstand the weight and pressure and could become damaged or collapse.

Location	Description	Notes
TBC – Please contact DTET via <a href="mailto:trainingassets@desbt.qld.gov.au">trainingassets@desbt.qld.gov.au</a> prior to accessing any roof area		

### Electricity

Due to the age of some areas of the Campus, Residual Current Detection (RCD) protection may not be fitted to all Campus mains power.

PCBU's must ensure that RCD protection is provided to their Workers if utilising Campus mains power. Contact the [trainingassets@desbt.qld.gov.au](mailto:trainingassets@desbt.qld.gov.au) if further detail is required.

### Confined Spaces

The following areas are classed and signed as confined spaces. Prior to entry of any confined space, persons are required to have a safe system of work in place, including a confined space permit and all conditions attached to that safe system of work must be complied with.

Stormwater pit located on campus carpark and sewer pit located in outdoor recreational area are suspected confined spaces and should be treated as confined spaces until confirmed otherwise.





## **Roof top antenna Electro Magnetic Energy (EME)**

N/A

## **Waste Equipment**

N/A

General waste bin located in car park.

## **Cooking oil waste points**

N/A

## **Window Cleaning Gantries**

N/A

## **Construction site areas**

The Campus is currently undergoing lift redevelopment works.

Do not enter Construction Work areas unless authorised by the Principal Contractor.  
Workers must report to the building site supervisor prior to entering such areas.

## **Hazardous substances**

The WHS Law, covers workplace hazardous substances and dangerous goods under a single framework for hazardous chemicals. Refer to Campus Hazardous Substances register for a complete list of known hazardous chemicals and their locations.

Contact The Industry School facilities representative to obtain a copy of the Campus Hazardous Substances register.

## **Large Trees**

The campus contains a number of large trees, which may present the risk of falling over or losing a limb. Consult The Industry School facilities representative for details.

## **Combustible Cladding**

N/A

## **Bush Fire Zone**

N/A

## **Snakes/Seasonal Wildlife**

Due to the environment of this Campus, snakes and seasonal wildlife are a potential hazard.

## **Other Campus specific hazards**


### **Car Park Uneven Surface**

Car park contains uneven surfaces.

## SITE EVACUATION PROCEDURE

# EVACUATION MAP

Maroochydore Campus - 170 Horton Parade, Maroochydore QLD 4558



**East Coast Maroochydore**

Assembly Area

Imagery © 2024 Aerometrex

### IN THE EVENT OF FIRE

- R**emove persons from immediate danger area.
- A**lert nearby staff and members of the public and call 000 (operate Manual Call Point if applicable).
- C**onfine fire and smoke. Close windows and doors (if safe). Keep low, under the smoke.
- E**xtinguish and control the fire (if safe to do so).

### EVACUATION PROCEDURES

- Follow all instructions given by Wardens or Fire Officers.
- Leave immediately by the nearest safe exit.
- Move quickly, do not run.
- If possible, close doors behind you.
- Report to your designated Assembly Area.
- Advise a Warden immediately if you are aware of people trapped in the building.
- Do not leave the Assembly Area until the Chief Warden gives the "All-Clear".
- If any injuries are sustained, notify a Warden.

Issue Date: 07/2024

LOGATRIX

## DTET Infrastructure Work Health Safety Management Plan for TAFE Queensland Campuses: Part Two – Specific to Maroochydore Campus

### DOCUMENT CONTROL

This TAFE Queensland WHS Plan Part Two will be reviewed quarterly by the DTET Manager - Infrastructure WHS, in consultation with relevant TAFE Queensland staff, and in addition to scheduled quarterly updates, updated whenever there are material changes to the Campus workplace that Workers need to be made aware of. Forward any suggestions for inclusion or revision to the Campus TAFE Queensland facilities representative.

Revisions to this plan are summarised in the table below. A copy of all previous revisions must be marked as superseded and archived.

Revision Date	Revision	Section	Page	Revision Details
April 2021	A	All	All	Initial draft document
March 2022	B	Asbestos All	8 All	Revisions required by DESBT and TAFE Queensland following initial Pilot rollout.
July 2022	C	All	All	Revisions following Pilot rollout and transfer to new DESBT template.
August 2022	D	All	All	Revisions required by DEPW WHS
July 2023	E	All	All	Various and update to DYJESBT template
September 2023	F	All	All	Reviewed and updated by DYJESBT, AITC and Chapalex Advisory
Jan 2024	G	Campus Specific Hazards All	10 All	Update Waste Equipment to Mechanised Update lift section to include reference to passenger lifts as required. Change DYJESBT to DESBT
March 2024	H	Title Key Contact Details & DEPW and TAFE Queensland Contractors Workers	1 3,4	Date added DEPW updated to DHLGPPW
June 2024	I	Emergency Contact Details Confined Spaces Construction Site Area Other Campus Specific Hazards	3 8 9	Office hours added Stormwater Pit added as suspected Outdoor courtyard works removed Car Park updated
September 2024	J	Confined Spaces Site Evacuation Procedure	8 10	Sewer pit added Evacuation map updated
December 2024	K	All Construction site area	All 9	AITC updated to The Industry School, DESBT updated to DTET, DHLGPPW updated to DHPW Lift upgrade works added