

MANGAN CONTRACTING PTY LTD



# INVITATION TO TENDER

OFFER FOR SUPPLY OF MACHINERY SERVICES

# COMPANY PROFILE

MANGAN CONTRACTING PTY LTD

---

## TABLE OF CONTENTS

---

- 1) Cover Page
- 2) Table of Contents/ Introduction
- 3) Company Background/ Company Particulars
- 4) Summary of services
- 5) Proposed Development/ Innovations
- 6) List of Clients and previous work
- 7) Statement of experience
- 8) List of plant and machinery
- 9) List of qualified employees and their qualifications
- 10) Copies of insurance documents
- 11) Safety Management Plan
- 12) Safety Management Plan cont'd
- 13) Appendices

---

## INTRODUCTION

---

Mangan Contracting Pty Ltd has progressively made changes to our operations, to provide our clients with up to date machinery with Euro 5 emission standards or above. We are looking to install GPS AgCommand systems in our tractors for full and open accountability for all concerned parties, as well as providing accurate measurement of distance and time management. We are looking to use a Cost Plus system of billing whereby all potential costs involved are included, plus profit margin for our business.

We have grown exponentially over the last 8 years, with the exception of last summer, with the aim to increase our productivity, working in partnership with regional councils to provide quality work, time and financial savings for all.

---

## COMPANY BACKGROUND

---

John was raised on a farm in the South Burnett. As a teenager, he began work in the forestry as a timber cutter, and progressed to a skid steer logging machine operator in all manner of terrain in the forestry areas including Blackbutt, Esk, Gympie, Imbil and Yarraman. He later progressed to header driving all over Queensland and New South Wales. We operated the farm until drought and other economic conditions forced us to look elsewhere. We then began forestry operations by employing one man for pruning. Within three months, we had employed a further two men for other tasks, and we have progressively grown ever since.

Mangan Contracting Pty Ltd has been operating in its present form since October 2009, and previously as JD & L Mangan for six years prior. Mangan Contracting Pty Ltd is a machinery based contracting company which specialises in the establishment and maintenance of forestry areas, but provides other services additional to this. Below, please find listed the range of services and machinery available. Whilst this gives an accurate picture of the capabilities of our team, we also pride ourselves on our ability to be flexible and open to our clients' needs, and may be able to supply other services if we are able.

---

## COMPANY PARTICULARS

---

COMPANY NAME: The Trustee for JD & L Mangan Family Trust

TRADING NAME: Mangan Contracting Pty Ltd

ACN: 139 869 453

ABN: 66 900 707 375

ADDRESS: 64 George Green Rd

NANANGO QLD 4615

ANNUAL CASHFLOW: \$1 600 000

### CONTACT DETAILS

DIRECTOR: John Mangan 0427 807776

OFFICE MANAGER: Lyn Mangan 0408 707470

PH: 07 41637176

FAX: 07 46137178

EMAIL: [lyn.mangan@bigpond.com](mailto:lyn.mangan@bigpond.com)

WEBSITE: [www.mangancontracting.com.au](http://www.mangancontracting.com.au)

---

**SUMMARY OF SERVICES**

---

SERVICES SUPPLIED:

- 1) Planting by machine
- 2) Planting by hand
- 3) Fertilising by machine
- 4) Fertilising by hand
- 5) Herbicide application by machine
- 6) Herbicide application by hand
- 7) PCT – Pre-commercial thinning
- 8) Pruning
- 9) Watering with tractor
- 10) Labour hire
- 11) Rural Fencing
- 12) Slashing
- 13) Mulching
- 14) Mowing
- 15) Revegetation work
- 16) Fire and fire break management
- 17) Nursery area – Holding capacity 150 000
  - Used as stand-down area to harden seedlings fresh from coastal nurseries
  - Acclimatises seedlings and significantly reduces seedling mortality after planting
  - Saves time as contractors have a ready, local supply of planting stock
- 18) Seedling transport
- 19) Site preparation

---

## PROPOSAL OF DEVELOPMENT

---

We already have a wealth of experience in the forestry industry but we are constantly looking forward, considering further possibilities as to how to improve the services we provide.

Some possible examples of how we propose to grow include:

- Civil construction – Dan Mangan has a background in road experience and construction
- All staff have white cards for entry into a range of activities
- All staff have inductions into the coal and CSG industries which may open up opportunities
- Project Management – with the experience of the director, supervisors and staff combined, we are willing and capable of arranging and organising all work on a project from site preparation to maintenance. We currently have an alliance with Tree Crop Technologies to deliver our management systems.
- Fire Management – all staff have fire training and have experience in control burning, for example on QWI project at Wyaralong Dam
- Staff will be trained in traffic control for times when we may need such expertise
- Training is an ongoing necessity, and our company is in the process of updating some skills, and look for other means of educating our team
- Our company is seeking to implement online training for induction to our team

---

## INNOVATIONS

---

Mangan Contracting Pty Ltd is constantly investigating new ways to improve productivity, especially through the mechanisation of as much work as possible.

We have already been using a ‘stealth’ shielded spray unit for some years in order to reduce chemical drift thereby significantly limiting damage to surrounding plants and most importantly, almost eradicating seedling mortality.

Boom sprayer sprays up to 4 rows at one time, increasing productivity.

We are interested in the possibility of using a steam machine for weed control, eliminating the use of chemicals. This is a complicated issue but is a worthwhile idea to pursue. It takes a little longer to use steam, and can only effectively be used on very young weeds, but can kill seeds in the soil at the same time as killing plants, so this may help balance out the time lost with money saved on chemical.

We are in the process of implementing on-line induction for our staff.

AgCommand is a GPS system we will be installing in our tractors (please see attached PDF). It tracks the tractor’s movements in real time, downloading this information on a regular basis to a satellite link making record keeping much easier for distances covered and time physically spent working.

---

**LIST OF CLIENTS**

---

MANGAN CONTRACTING PTY LTD PROVIDES SERVICES THROUGHOUT QUEENSLAND, SOME OF WHICH ARE LISTED BELOW:

1. All forestry services to FPQ since 2003, (now owned by Hancocks) formerly known as DPI Hardwoods, including:
  - Planting
  - Mulching/slashing– including firebreaks
  - Fence repair
  - Pruning
  - Fertiliser application
  - Offsetting
  - Herbicide application
  - Watering seedlings as needed
  - Nursery area/holding area maintenance
  - Labour hire
  - Machinery hire
  
2. Tree Crop Technologies – We have provided the services above to Tree Crop Technologies, a Brisbane based contracting firm. With TCT, we have worked with several companies, such as:
  - Santos – planting trees on gas fields east of Injune
  - Anglo Coal – revegetating ground at Moura mines
  - QWI – revegetation work around Wyaralong Dam, Boonah
  - QGC – planting trees on gas fields at Chinchilla
  
3. Pomfret Plumbing, Kingaroy – slashing/mulching
  
4. Rick Sivyer - revegetation

---

**REFERENCES**

---

FPQ – Neil Gourley – 07 3828 4935

TCT - Ian Robb – 07 3221 1102

---

### STATEMENT OF EXPERIENCE

---

- ❖ Working with these companies illustrates our willingness and ability to not only travel wherever needed, but more importantly perhaps, our willingness and ability to adjust ourselves to the needs of our clients. Through this experience, we are very aware of the necessity of workplace health and safety initiatives, training, induction, wash down requirements, bio-security measures, among other needs. Each company has a new requirement for training – eg: Coal Core Medical; Santos Induction; Construction White Card; Correct wash down procedures.
- ❖ We have the ability and adaptability to fulfil any training requirement needed.
- ❖ We have the knowledge and experience base to complete tasks on time in an efficient and safe manner. We pride ourselves on providing quality work undertaken by staff who care about the standard of work they complete.

---

**LIST OF PLANT AND MACHINERY**


---

Please find attached, a matrix of our machinery base included on the next page as our registry of machinery. We also have many other apparatus such as brush cutters, chainsaws, pruning saws and polesaws available on request.

<u>BRAND</u>	<u>TYPE</u>	<u>MODEL</u>	<u>SPECS</u>	<u>YEAR</u>	<u>REGN</u> <u>NO</u>	<u>Reg Due</u>	<u>TARE</u>
Valtra	Tractor	NI11E	4 cyl	2009	C75441	9/09/2012	6600
Valtra	Tractor	NI11E	4 cyl	2008	C62968	20/07/2012	5500
Valtra	Tractor	NI11E	4 cyl	2008	C67356	4/12/2012	6200
Valtra	Tractor	NI11E	4 cyl	2009	C87445	8/12/2012	6600
Freightliner	Truck	FI					
Louisville	Truck	SERIES	6 CYL	1998	846LYP	29/4/2012	
	DC						
Fuso	Truck	Canter	DC	2011	560RPE	28/02/2012	
Mazda	Ute	BT50	DC	2007	702RGQ		
Mazda	Car	CX7	AWD	2010	957RFC	15/11/2012	
Mazda	Car	3 Neo	Hatch	2004	584ISQ	19/06/2012	
Ford	Ute	Ranger	DC	2008	198MZV	3/02/2012	
Ford	Ute	Ranger	DC	2008	805KSH		
Ford	Ute	Courier	DC	2000	111LLQ	2/03/2012	
Toyota	Ute	Hilux	4 cyl	1999	046EUY	24/02/2012	
Toyota	Wagon	Cruiser		2006	617JUC	5/03/2012	
Yamaha	Bike	Quad		2010	C8051	24/02/2012	
Homemade	Trailer	Box		2011	907Qsx	23/02/2012	480
Austrailers	Trailer	Box		2008	CQ4081	20/07/2012	250

*Providing quality service, with quality machinery, completed on time, by staff who care.*

---

**LIST OF QUALIFIED EMPLOYEES**

---

Below, please find a list of several employees and some of their qualifications. Photocopies of their licences and cards are attached herein.

NAME	DRIVER'S LICENCE	BLUE/WHITE CARD	AC/DC	FIRST AID	FTTEC TRACTOR CERTIFICATE	Motor School Driver
John Mangan	24 087 558	1224175	50254 GDC535/15	Due for renewal	2401	PMASUP236A
Adam Mangan	79 938 387	1197453		193860	4194	PMASUP236A
Darryn Kimlin	71 519 234 D	1224368			4193	PMASUP236A
Dan Mangan	35 120 804	073175	35555P			PMASUP236B

---

**PROFILES**

---

**DIRECTOR** - JOHN MANGAN

John is the principal of Mangan Contracting Pty Ltd. Brought up on his family's mixed farming operation in the South Burnett, he has a wealth of experience driving a range of plant and machinery, including headers, dozers, loaders and tractors with a variety of attachments. He also started working in the forestry industry in his teens, where he learned to use chainsaws, prune, plant and operate a skid steer logging machine.

**SUPERVISORS**

Adam Mangan

Adam grew up on the family mixed farming operation and also learned to use a variety of machinery in the process, including tractors, chainsaws and pumps as part of every day routine.

He went to QIT, Brisbane after completing Year 12, where he did a year of a Diploma in Agricultural Technology, but the lure of working called him to working at CSR tiling factory. After 2 years he accepted our offer to return home to our founding business and has remained ever since.

Daniel Mangan

Dan has a vast array of experience in civil construction, having worked on a variety of jobs. Some of these include:

- piggery work
- Swickers abattoir
- cattle abattoir
- supervisor on site at the construction of canal areas in North Brisbane
- construction of wind turbines in South Australia and Victoria
- numerous road developments

Darryn Kimlin

Darryn completed three and a half years of a teaching degree before deciding he'd rather work outdoors. He spent several years on a pastoral company in the Northern Territory, before joining John as his first employee. He has become a very versatile member of our team, and is an excellent supervisor.

---

**INSURANCE**

---

We have relevant insurance cover for the following activities:

<u>TYPE</u>	<u>POLICY NO.</u>	<u>INSURER</u>	<u>LIABILITY</u>	<u>EXPIRY</u>
Business	44 093124X GLG	Zurich	Product and general \$10 000 000 for any one instant	27/3/2012
Vehicles	24B6874831	CGU	\$30 000 000	27/3/2012
Workcover	WEA091028179	Workcover	\$300 000	30/9/2012

---

**SAFETY MANAGEMENT PLAN**

---

Record keeping forms an essential part of conforming actions within the safety management plan. Records are maintained separately for toolbox talks, hazardous substances, safe work method statements, job hazard analysis work sheets, job inductions and competency skills, work site and pre-start check lists, accident/incident investigations and any emergency response actions.

- (A) Our business carries Standard Operating Procedures for all tasks we are likely to perform. These are a step by step approach to identifying hazards and risks associated with our work, and detailing strategies to avoid these risks.
1. Machine Planting
  2. Hand Planting
  3. Mulching/slashing
  4. Watering
  5. Herbicide application by machine
  6. Herbicide application by hand
  7. Offset discing
  8. Fertilising
  9. Pump operation
  10. Stand down area/tree dump
  11. Workshop
  12. Pruning
  13. Marking
- (B) JHA – Job Hazard Analysis sheets are the basis for any SOP, where the task at hand is broken into individual steps to identify hazards, and implement strategies to avoid them. These JHA’s include a sign off sheet where all workers on a particular task are required to sign off.
- (C) Our employees have a daily time sheet which includes a PPE check list for them to check each day, as well as provision for recording time on a job, location and date.
- (D) Each piece of machinery with plant has a daily time sheet to record hours, location, date and pre-start checklist for safety and maintenance.
- (E) Each of our supervisors have a form to fill out in the event of a near miss notification which is reported to the relevant authorities on the job, and a copy is kept at the office.
- (F) Each of our supervisors have a form to fill out in the event of an accident/incident notification which is reported to the relevant authorities on the job, and a copy is kept at the office.
- (G) Each of our vehicles – utes, tractors, trucks – have a well equipped first aid kit, with snake bite kit and thermal blanket included to cover most reasonable first aid requirements.
- (H) Our staff are aware of the necessity of wearing the appropriate PPE for any task. They are provided with a PPE matrix at their initial induction to our company.

(l) Mangan Contracting Pty Ltd carries work method statements for the following operations, and will create new ones for any tasks not covered:

- Bites & Stings
- Brush cutter
- Chainsaw
- Front End Loader
- Herbicide Application - in close proximity to Power Lines and Roadways
- JSA
- Landscape Fire Control
- Manual Handling
- Post Former
- Post Hole Digger
- Spraying Herbicide
- Telescopic Pole Pruner
- Tractor Slashing
- Traffic Management Plan
- Tree Felling
- Trucks Loading & Unloading
- Weed Control

---

**APPENDICES**

---

Attached are several sheets which come from booklets that we use as part of our business safety plan. All vehicles have a well equipped first aid kit. Included are copies of:

- JHA sheets
- Daily time sheet for employees
- Daily time sheet for plant and machinery
- Near miss notification
- Accident/incident notification
- First Aid box inventory
- PPE matrix



## JOB HAZARD ANALYSIS (JHA) WORKSHEET

### PART 1 - JHA SUMMARY

JHA No.:

Project/Area:		Location:		Date:	
<b>This JHA covers :</b> <small>(Specify job/task and equipment)</small>					
JHA Team members names:					
<b>Type of Work Permit Required:</b> <small>(Indicate by marking box)</small>		<b>Additional PPE Requirements:</b> <small>(If/when list)</small>		<b>Special Tools or Equipment Required</b> <small>(Consider such things as gas detection, ventilation fans, lighting, high pressure water blaster, scaffolding, etc)</small>	
<input type="checkbox"/> None or					
<input type="checkbox"/> Confined Space	<input type="checkbox"/> Excavation	1)			
<input type="checkbox"/> Hot Work	<input type="checkbox"/> Isolation Level 2	2)			
<input type="checkbox"/> Work near Powerlines	<input type="checkbox"/> High voltage	3)			
<input type="checkbox"/> Work Box	<input type="checkbox"/> Grid Mesh Removal	4)			
<input type="checkbox"/> Other:					
<b>Potential Environmental Hazards</b> <small>(Indicate by marking box)</small>		<b>Hazardous Materials</b> <small>(List any hazardous materials to be used and attach a MSDS)</small>		<b>Fire/Emergency Equipment Requirements</b> <small>(Consider fire extinguishers, rescue gear, etc)</small>	
<input type="checkbox"/> Air Pollution (dust, fumes)	<input type="checkbox"/> Spills to ground				
<input type="checkbox"/> Noise Pollution	<input type="checkbox"/> Soil Erosion				
<input type="checkbox"/> Spills to water	<input type="checkbox"/> Hazard to Flora or Fauna				
<b>Summary of Potential Hazards</b> <small>(See JHA Control Recommendations)</small>		<input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical (crush points) <input type="checkbox"/> Chemical <input type="checkbox"/> Rigging <input type="checkbox"/> Dust or Fume <input type="checkbox"/> Pressure (air/water/gas) <input type="checkbox"/> Manual handling <input type="checkbox"/> Moving Plant <input type="checkbox"/> Noise <input type="checkbox"/> Explosive Tools <input type="checkbox"/> Excavations <input type="checkbox"/> Radiation <input type="checkbox"/> Ignition sources <input type="checkbox"/> Work at Height			



**JOB HAZARD ANALYSIS (JHA) WORKSHEET**

**PART 2 – BREAK THE TASK INTO STEPS**

Step No.	Job/Task Step. A brief description of what is to be done in the order they are carried out. Consider the equipment involved and the work method.	Description of Potential Hazards/Risks Against each step list the potential hazards that could cause injury/damage when the task step is performed.	Risk Score Before Control (Refer to risk matrix)	Control Measures Implemented For each hazard identified list the control measures required to eliminate or minimise the risk of injury. (Refer to JHA Control Recommendations)	Risk Score After Control (Refer to risk matrix)
1					
2					
3					
4					
5					



## JOB HAZARD ANALYSIS (JHA) WORKSHEET

Risk Assessment		Hierarchy of Control Options																																													
<div style="text-align: center; background-color: #444; color: white; padding: 2px; font-weight: bold;">RISK CALCULATOR</div> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #444; color: white;"> <th rowspan="2" style="text-align: left; padding: 2px;">Likelihood</th> <th colspan="5" style="text-align: left; padding: 2px;">Consequence</th> </tr> <tr style="background-color: #444; color: white;"> <th style="font-size: 8px; padding: 2px;">Insignificant No injury, no loss \$1000</th> <th style="font-size: 8px; padding: 2px;">Minor First aid Injury Non-structural \$1000-5000</th> <th style="font-size: 8px; padding: 2px;">Moderate Medical Injury Medium-high \$5000</th> <th style="font-size: 8px; padding: 2px;">Major Serious injury \$10000</th> <th style="font-size: 8px; padding: 2px;">Catastrophic Death, major \$100000</th> </tr> </thead> <tbody> <tr> <td style="font-size: 8px; padding: 2px;">Almost Certain Expected to occur at least once</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">E</td> <td style="background-color: #ccc;">E</td> <td style="background-color: #ccc;">E</td> </tr> <tr> <td style="font-size: 8px; padding: 2px;">Likely Will probably occur at least once</td> <td style="background-color: #ccc;">M</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">E</td> <td style="background-color: #ccc;">E</td> </tr> <tr> <td style="font-size: 8px; padding: 2px;">Possible Might occur at some time</td> <td style="background-color: #ccc;">L</td> <td style="background-color: #ccc;">M</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">E</td> <td style="background-color: #ccc;">E</td> </tr> <tr> <td style="font-size: 8px; padding: 2px;">Unlikely Could occur at some time</td> <td style="background-color: #ccc;">L</td> <td style="background-color: #ccc;">L</td> <td style="background-color: #ccc;">M</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">E</td> </tr> <tr> <td style="font-size: 8px; padding: 2px;">Rare May occur in rare circumstances</td> <td style="background-color: #ccc;">L</td> <td style="background-color: #ccc;">L</td> <td style="background-color: #ccc;">M</td> <td style="background-color: #ccc;">H</td> <td style="background-color: #ccc;">E</td> </tr> </tbody> </table>		Likelihood	Consequence					Insignificant No injury, no loss \$1000	Minor First aid Injury Non-structural \$1000-5000	Moderate Medical Injury Medium-high \$5000	Major Serious injury \$10000	Catastrophic Death, major \$100000	Almost Certain Expected to occur at least once	H	H	E	E	E	Likely Will probably occur at least once	M	H	H	E	E	Possible Might occur at some time	L	M	H	E	E	Unlikely Could occur at some time	L	L	M	H	E	Rare May occur in rare circumstances	L	L	M	H	E	<p>If yes, provide details of the selected control options in Control Options/Safety Precautions.</p> <p><b>Eliminate</b> – Can the process or substance be eliminated completely?  <b>Substitute</b> – Can the process or substance be replaced with a safer one?  <b>Isolate</b> – Can the process or person be separated from the hazard/risk?  <b>Engineer</b> – Can the process be re-designed?  <b>Administrative</b> – Can we limit the exposure to the risk by job rotation or training?  <b>PPE</b> – Can we use personal protective equipment?</p>				
Likelihood	Consequence																																														
	Insignificant No injury, no loss \$1000	Minor First aid Injury Non-structural \$1000-5000	Moderate Medical Injury Medium-high \$5000	Major Serious injury \$10000	Catastrophic Death, major \$100000																																										
Almost Certain Expected to occur at least once	H	H	E	E	E																																										
Likely Will probably occur at least once	M	H	H	E	E																																										
Possible Might occur at some time	L	M	H	E	E																																										
Unlikely Could occur at some time	L	L	M	H	E																																										
Rare May occur in rare circumstances	L	L	M	H	E																																										

### JHA CONTROL RECOMMENDATIONS

Potential hazard	Check questions	Recommended control measure
<b>Gas, Dust, Fumes</b>	Will there be any air pollutants generated? Are there any fire alarms nearby that may be set off?	- provide ventilation away from workers and restrict access - disconnect and arrange additional warning devices
<b>Noise</b>	Will you need to shout to be heard?	- move work away or provide hearing protection
<b>Spills</b>	Can something be spilt or overflow? If so, can harm happen to people, area or plant?	- control flows or re-route flows - erect bunds or barricade the area
<b>Environmental</b>	In case of a spill or release would the area be affected?	- consult with the Environmental Adviser to provide a plan
<b>Electrical</b>	Is there live equipment in the area?	- isolate or barricade hazard
<b>Mechanical</b>	Is there any crush points or moving parts?	- isolate or barricade hazard - move work away from hazard
<b>Chemical</b>	Are there any hazardous chemicals in the area? Will you be handling any chemicals?	- isolate or minimise exposure times - attach MSDS and wear PPE
<b>Rigging</b>	Is the weight of all items known? Does all rigging eqpt have correct rating, has it been inspected?	- protect slings from damage - inspect all equipment prior to and after use



**JOB HAZARD ANALYSIS (JHA) WORKSHEET**

<b>Pressure</b>	Are there any high pressures present?	- isolate, protect or barricade pressure sources from work area
<b>Manual handling</b>	Will the work involve lifting, carrying, pushing, pulling? Will the work be in an awkward position?	- reduce heavy loads, use lifting teams or mechanical means - reduce working times and share duties
<b>Hot Work</b>	Will the work involve cutting, welding or sparks?	- restrict access and place protective guards - determine if a "permit to work" is needed
<b>Excavations</b>	Is the excavation benched or protected? Is there safe access? Is there potential for fumes to develop?	- seek an engineers report - keep personnel clear while machinery is close to the edge - assign a spotter & assess whether it is a confined space - barricade the and place signage around the excavation
<b>Work at Height</b>	Can someone be struck by a dropped tool or materials? Is there safe access and egress? Have all those involved been trained & considered competent? Can the work be planned to reduce time/numbers at height?	- ensure the area has been delineated and use lanyards on all tools - use fall restraint as first choice - develop a rescue plan in event of a fall
<b>Explosive Tools</b>	Is the work area secure? Is there a procedure for misfires? Will others in the area be affected?	- ensure the operator has had training and is competent - Delineate the area and check it is clear prior to the work



Week Starting:-        /        /

Docket Number

**1153**



64 George Green Rd, NANANGO QLD 4615

Office: (07) 4163 7176

Fax: (07) 4163 7178

Lyn: 0408 707 470

John: 0427 807 776

NAME: \_\_\_\_\_

ABN: 66 700 909 375

ACN: 13 869 453

LOCATION: \_\_\_\_\_

DAY	MON	TUES	WED	THURS	FRI	SAT	SUN
HAT							
SUNSCREEN							
WATER							
BOOTS							
TIME STARTED							
TIME FINISHED							
TOTAL HOURS							
JOB / TASK (eg. Spray)							
AREA							

NOTES: \_\_\_\_\_



## DAILY TIME SHEET

**CONTACTS**

John: 0427 807 776  
Office: (07) 4163 7176

Adam: 0447 511 560  
Darryn: 0428 801 003

Lyn: 0408 707 470  
Fax: (07) 4163 7178

ACN: 13 869 453 • ABN: 66 700 909 375 • 64 George Green Rd, NANANGO QLD 4615

Docket Number **0503**

Client: \_\_\_\_\_

DATE	PLANT ID		
START	SITE		
FINISH	AREA	ZONE	
TOTAL	<b>CHECKLIST</b>	<input checked="" type="checkbox"/>	Repair, Action
TASK	Fuel		
<b>TOTAL BREAKS</b>	Oil Engine		
SAFETY	Coolant		
<b>MACHINERY TIME</b>	Greased		
STAND-DOWN	Tyres		
Planning/Management	Oil Transmission		
Comments:	Extinguisher		
	Lights		

Driver: \_\_\_\_\_

Signed: \_\_\_\_\_

White to Client

Yellow for Office

Green in Book

**ACCIDENT/INCIDENT NOTIFICATION**

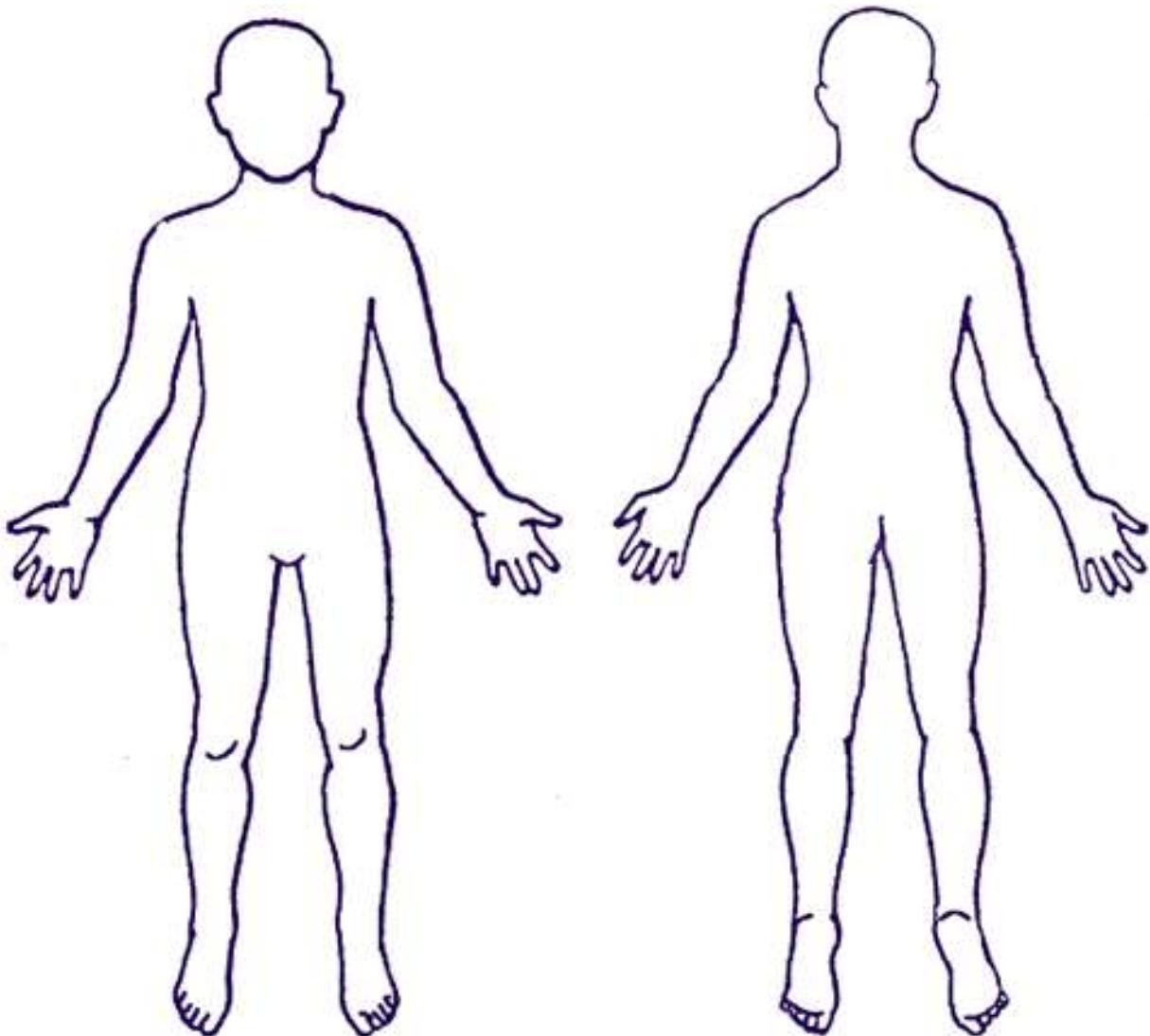
For any accidents or incidents involving personal injury, please indicate where the injury occurred on the diagram below, with a brief description.

**NAME OF INJURED PERSON/S** \_\_\_\_\_

**LOCATION** \_\_\_\_\_

**TIME** \_\_\_\_\_ **DATE** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**DESCRIPTION OF TERRAIN**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**NATURE OF INCIDENT**

**DESCRIPTION OF EVENT** (Where it happened, who is involved, any machinery or equipment involved – faulty, etc, any electrical apparatus involved, etc)

---



---



---



---

**POSSIBLE CONSEQUENCES:**

---

**INITIAL STATE OF PERSONS AND EQUIPMENT AS FOUND** (electrical appliance turned on, twisted ankle, tractor overturned, etc)

---



---



---



---

**INJURIES RECEIVED** (who is hurt, nature of their injuries)

---



---



---

**ACTION TAKEN** (removal of hazards, any first aid, pressure bandages, medication, CPR, etc)

---



---



---



---

**TIME TAKEN** \_\_\_\_\_

**ASSESSMENT OF SITUATION**

---



---



---



---

**NAME** (Please print) \_\_\_\_\_ **SIGNATURE** \_\_\_\_\_

<b>FIRST AID KIT INVENTORY</b>									
Please mark a box beside the item as you use it.									
<u>No</u>	<u>Name of item</u>								
-	-								
2	20x20cm combine dressing								
1	7.5cm Dressing	-	-	-	1		Heavy weight crepe bandage (10cmx2.3m)		
	Antiseptic cream satchels				<u>1</u>		Heavy weight crepe bandage (5cmx2.3m)		
1	Aspro Clear				1		Kidney Bowl		
	Baby oil				1		Medi tape		
100	Band-aids (75mmx25mm)				1		Neck Brace		
	Barrier cream				1		Non adherent pad		
1	Bepanthen						Note Pad and pencil		
1	Betadine cream				2		Nurofen Plus sheets		
1	Burn aid				1		Plastic Cup		
	Burn gel satchels				2		Primapor		
3	Chlorhex tubes				1		Quick eze chews		
1	Cold pack				1		Quik Cool		
1	Conforming bandage (5cmx1.5m)				2		Resuscitation mask		
1	Conforming bandage (7.5x1.8m)				1		Salvon		
50	Coverplast (2.2cmx7.2cm)				1		Scissors		
1	Coverplast (6cmx1m dressing)						Sharps Container		
3	Crepe bandage(50mx1.5m)				1	0	skin preparation wipes		
2	Crepe bandage(7.5cmx1.5m )				1		Snake Bite Kit		
	Dettol						Sodium chloride tubes		
6	Double sided light non				4		Splinter probes		

	adherent pad 5cmx7.5cm							
1	Dressing 5x7.5cm				5	Squinch		
1	Eurax cream				2	Steri strips - sheets		
	Eye and wound wash				1	Sterile wound dressing large		
	Eye drops				2	Sterile wound dressing medium		
	Eye patches				1	Stingose		
	Eye wash				2	Strapping tape		
1	Gauze swabs				1	Thermol blanket		
	Gloves				2	Triangular bandage - disposable		
	Hand wash				1	Tweezers		
1	Heavy weight bandage (7.5cmx1.8m)				1	Voltaren emugel		

**SPRAY RECORD SHEET**



Location: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Block reference no: \_\_\_\_\_

**0103** ABN: 66 700 909 375  
 64 George Green Rd, Nanango Qld 4615

Phone: (07) 4163 7256 Fax: (07) 4163 7127  
 Mobile: John - 0427 807 776 Lyn - 0408 707 470

DATE	CHEMICAL	AREA	CROP	RATE	WIND	CONDITIONS	LITRES	TIME
<b>TOTAL</b>								

Employee Signature: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_

Manager Signature: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_

PERSONAL PROTECTIVE EQUIPMENT CHART																
For Employees and Contractors																
This plan is a minimum set of requirements and should any additional protection be deemed necessary it shall be worn When a supervisor directs the wearing of Personal Protective Equipment it shall be worn An employee may request the issue of additional Personal Protective Equipment Head protection shall be worn where there is an overhead canopy or where there is a danger from falling objects Refer to Chemical Personal Protective Chart for additional PPE required for hazard that is chemical in nature.																
MAINTENANCE							LEGEND									
PPE must be cleaned and checked when starting and finishing work. Report damaged equipment to your supervisor.							M	Mandatory	Must be worn							
							R	Recommended	If risk assessment indicates a low risk it may not be necessary							
If a box covers several columns, choose one PPE within the box, eg for axe work either wear safety glasses or goggles.	FOOT		HAND		EYE		HEAD		EAR	UNG	LEG	GENERAL		SKIN		
	Safety Boots * non elastic aided	Safety Boots	Gloves	Safety Glasses	Goggles	Face Shield	Safety Helmet	Sunhat	Ear muffs/plugs	Dust Mask	Safety Chaps or Cut proof trousers	High visibility Clothing or Vest	Water Bottle	Seal Belt	Overalls	Long sleeve shirt/trousers/ shorts
Axe work (ex tomahawk)	M			M		M					R	M	R			M
Chainsaw	M			M		M		M			M	M	R			M
Power Tools	M			M		R		R	R				R			M
Concreting	M		R	R			M		R				R			M
Explosives	M		R	M			M		M			M	R			M
Fire Arms	M			R			M		M			M	R			M
Fire Fighting - prescribed bum	M (C)		R	M			M			R		M	R		Proban treated M	
Fire Fighting	M (C)		R	M			M			R		M	R		Proban treated M	
Tree Marking and Measuring	M			M			M					M	R			M
Planting Machine	M		M	M			M					M	R	M		M
Plant Operators - non a/c cab	M			M			R		M			M	R	M		M
Plant Operators - a/c cab	M						R					M	R	M		M
Pruning	M		R		M		M					M	R			M
Stores	M						R						R			M
Brush Hook/ Machete	M		R		M		M				R	M	R			M
Mowing	M			M			M		M				R			M
Whipper Snipper	M					M	M		M		R		R			M



# Queensland Vehicle Registration Renewal Notice

GPO Box 2211 Brisbane Q 4001  
ABN 13 200 330 520

Failure to pay your registration by the expiry date will make the vehicle, unregistered and illegal to drive.



JOHN DENIS MANGAN  
64 GEORGE GREEN ROAD  
MS 396  
NANANGO QLD 4615

Registration number **C62968** **8**

Payment due on or before expiry date **20/07/2011**

Amount Payable (12 month renewal) **\$151.95**  
Payment Ref. No. 1013 8613 8337 10

BPAY Biller code 48298

Amount Payable (6 month renewal) **\$92.60**  
Payment Ref. No. 1213 8613 8337 18

BPAY Biller code 48298

**Important**  
A reinstatement fee will be charged if paid after the expiry date.

Residential/Business address: 64 George Green Road South Nanango QLD 4615 Aus

Vehicle details	Identification Number	Cyl/Rotors	Seats	Purpose of use
Valtra Tractor Tractor	S50545	4	1	Produce Carrying (Farming)
<b>Fee breakdown</b>		<b>Fees 6 months</b>		<b>Fees 12 months</b>
CTP Insurance <sup>†</sup> for RACQ Insurance Limited		41.80 Dr		67.60 Dr
Conditional Reg Administration Fee		42.15 Dr		84.35 Dr
Surcharge for Shorter Registration Term <sup>††</sup>		8.65 Dr		
<b>If paid on or before 20/07/2011</b>		<b>\$92.60</b>		<b>\$151.95</b>
<b>If paid after 20/07/2011</b>		<b>\$105.35</b>		<b>\$164.70</b>
<b>Messages</b>				
Your Transport and Main Roads Customer Reference Number (CRN) is 024087558.				
Only <b>full payment</b> of your chosen pay term will be accepted.				
Your new registration certificate & label will be mailed to you after payment of this notice.				
<sup>††</sup> The surcharge is payable to cover the extra processing costs for vehicle registration renewals of less than 12 months.				
Disaster Assistance Package is available for eligible customers. Check eligibility criteria at: <a href="http://www.tmr.qld.gov.au/Community-and-environment/Community-engagement/Disaster-and-drought-assistance.aspx">www.tmr.qld.gov.au/Community-and-environment/Community-engagement/Disaster-and-drought-assistance.aspx</a> or ask at your nearest Customer Service Centre.				
<sup>†</sup> CTP premiums may differ for each insurer. To compare current prices use the CTP Premium Calculator at <a href="http://www.maic.qld.gov.au">www.maic.qld.gov.au</a>				
For any Compulsory Third Party (CTP) insurance enquiries please contact your CTP insurer.				
NRMA - 132 132 RACQ - 13 19 05 Suncorp - 13 11 60 AAMI - 13 22 44 Allianz - 13 10 00 QBE - 133 723				
See attached CTP insurance sheet for details of your current CTP insurer and important GST information about this premium offer.				

**Payment Options**

See over for more details



SSA MSU  
Form F4887  
V01 Jul 2010

**Customer** JOHN DENIS MANGAN  
**6 Months Registration Payment**  
**Amount due**

If received **on or before 20/07/2011** **\$92.60**  
If received **after 20/07/2011** **\$105.35**

\*475 151011 121386138337186



\$

**Rego no.** C62968 8 **Expiry date** 20/07/2011  
**12 Months Registration Payment**  
**Amount due**

If received **on or before 20/07/2011** **\$151.95**  
If received **after 20/07/2011** **\$164.70**

\*475 151011 101386138337107



01 20111015 121386138337180 0009260 101386138337100 0015195 5





# Queensland Government Vehicle Registration Renewal Notice

GPO Box 2211 Brisbane Q 4001  
ABN 13 200 330 520

Failure to pay your registration by the expiry date will make the vehicle, unregistered and illegal to drive.



JOHN DENIS MANGAN  
64 GEORGE GREEN ROAD  
MS 396  
NANANGO QLD 4615

Registration number	C62968	8
Payment due on or before expiry date	20/07/2011	
Amount Payable (12 month renewal)	\$151.95	
Payment Ref. No.	1013 8613 8337 10	
BPAY Biller code	48298	
Amount Payable (6 month renewal)	\$92.60	
Payment Ref. No.	1213 8613 8337 18	
BPAY Biller code	48298	

**Important**  
A reinstatement fee will be charged if paid after the expiry date.

Residential/Business address: 64 George Green Road South Nanango QLD 4615 Aus

Vehicle details	Identification Number	Cyl/Rotors	Seats	Purpose of use
Valtra Tractor Tractor	S50545	4	1	Produce Carrying (Farming)
<b>Fee breakdown</b>		<b>Fees 6 months</b>		<b>Fees 12 months</b>
CTP Insurance <sup>†</sup> for RACQ Insurance Limited		41.80 Dr		67.60 Dr
Conditional Reg Administration Fee		42.15 Dr		84.35 Dr
Surcharge for Shorter Registration Term <sup>††</sup>		8.65 Dr		
<b>If paid on or before 20/07/2011</b>		<b>\$92.60</b>		<b>\$151.95</b>
<b>If paid after 20/07/2011</b>		<b>\$105.35</b>		<b>\$164.70</b>

**Messages**  
Your Transport and Main Roads Customer Reference Number (CRN) is 024087558.  
Only **full payment** of your chosen pay term will be accepted.  
Your new registration certificate & label will be mailed to you after payment of this notice.  
<sup>††</sup> The surcharge is payable to cover the extra processing costs for vehicle registration renewals of less than 12 months.  
Disaster Assistance Package is available for eligible customers. Check eligibility criteria at: [www.tmr.qld.gov.au/Community-and-environment/Community-engagement/Disaster-and-drought-assistance.aspx](http://www.tmr.qld.gov.au/Community-and-environment/Community-engagement/Disaster-and-drought-assistance.aspx) or ask at your nearest Customer Service Centre.

<sup>†</sup> CTP premiums may differ for each insurer. To compare current prices use the CTP Premium Calculator at [www.maic.qld.gov.au](http://www.maic.qld.gov.au)  
For any Compulsory Third Party (CTP) insurance enquiries please contact your CTP insurer.  
NRMA - 132 132 RACQ - 13 19 05 Suncorp - 13 11 60 AAMI - 13 22 44 Allianz - 13 10 00 QBE - 133 723  
See attached CTP insurance sheet for details of your current CTP insurer and important GST information about this premium offer.

**Payment Options**

See over for more details

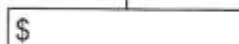


SSA MSU  
Form F4887  
V01 Jul 2010

**Customer** JOHN DENIS MANGAN  
**6 Months Registration Payment**  
**Amount due**

If received **on or before** 20/07/2011 **\$92.60**  
If received **after** 20/07/2011 **\$105.35**

\*475 151011 121386138337186



**Rego no.** C62968 8 **Expiry date** 20/07/2011  
**12 Months Registration Payment**  
**Amount due**

If received **on or before** 20/07/2011 **\$151.95**  
If received **after** 20/07/2011 **\$164.70**

\*475 151011 101386138337107



01 20111015 121386138337180 0009260 101386138337100 0015195 5





