

Work Health and Safety Conformity Statement.

Maritime Museum of Townsville in Queensland m:\townsville maritime museum limited\corporate documents\safety\whs\whs conformity statement.docx has developed a Work Health and Safety Manual which complies with the requirements of the Queensland Work Health and Safety Act, Regulation and Codes of Practice.

The management and staff of MMTQ are aware of their duties outlined in the legislation and act in a manner to minimize the risk to the staff and patrons of MMTQ.

A part of maintaining a health and safe environment is the Hazard Risk Register attached to this statement. This register has identified the hazards and controls implemented by MMTQ and the recommended action for coordinators/supervisors of groups visiting the facilities.

The coordinators/supervisors of visiting groups are required to read, understand and if necessary discuss this register with the management of MMTQ before attending the MMTQ.

The staff of MMTQ are trained in the emergency procedures of the facility and will take the appropriate action should an emergency arise.



Robert de Jong
Managing Curator

Maritime Museum Townsville Queensland - Hazard/Risk Register

Activity	Hazards	Controls in place by MMTQ	Addition Controls recommended to visiting organisations
Activities outside the buildings	Tripping on uneven paths/walkways.	all paths and walkways maintained – raised edges removed	Ensure participants do not run or play when using the MMT facilities.
	Slipping on wet areas.	Identified wet areas painted with non-slip paint. Water swept from areas when possible. Potential slip areas are cleaned regularly. Guide (if used) to identify areas affected by rain etc. during tour	Request that participants under their control wear suitable enclosed footwear. Supervisor to ensure participants follow guide's instructions.
	Tripping in the gardens	MMTQ will maintain the gardens to the best of their ability	Ensure participants do not run or play when using the MMT facilities.
	Falling palm fronds	MMTQ will trim trees regularly. Trees will be inspected and fronds removed where possible.	Supervisor to check area if an outside activity is being organised and discuss any concerns with MMT staff.
	Creek edge	MMTQ has erected a fence along the boardwalk. A low retaining wall in the Boat Shed area forms a barrier between walkways and the creek A SOLAS compliant life-ring is displayed against the boardwalk fence	Supervisor to ensure participants do not climb over or through the fence i.e. access the area between the fence and retaining wall edge.
	Falling displays and falling from displays	All external static displays are secured against falling. Guides will ensure no one climbs onto the static displays outside the buildings.	Supervisor to ensure participants do not climb on or over external static displays.
Internal display areas	Falling displays	All internal static displays are secured against falling and the movable displays stable under normal circumstances. MMT staff only will push or move to a different position when it is safe to do so.	Supervisor to ensure participants do not climb on or over internal static displays. Supervisor will ensure participants do not move or push displays.

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	Broken Cabinet Glass	All glass display cabinets are constructed to be safe under normal circumstances. Various cabinets are constructed of Perspex.	Supervisor to ensure participants do not climb on or over internal static displays. Supervisor to ensure participants do not hit or place any objects on internal static displays.
	Moving displays	Display that show the operation of equipment (e.g. dive pumps) will only be operated under adult supervision	Supervisor to ensure that participants are supervised when operating equipment
Workshop area	Equipment noise and dust	There is a barrier between the visitor walkway and the workshop area The workshop area is appropriately marked by signage No equipment will be operated when visitors are in the vicinity	Supervisor to ensure that visitors are aware that part of the Boat Shed is used as a workshop
Emergency actions	Staff and visitors being endangered through poor emergency response	Staff are trained in the emergency response procedure of the facilities and will take control and issue instructions for the safe and orderly evacuation of all persons.	The supervisors of visiting groups will ensure the people in their group follow the emergency instruction given by the MMT staff in an emergency situation.