

December 2022

Site access conditions

EC Andrews Drillcore Facility, Broken Hill

Overview

The E C Andrews Drillcore Facility at Pinnacles Place in Broken Hill is an unmanned facility. It houses valuable drill core, plant and equipment. The facility will be opened, given reasonable notice, for access by both industry and the public, whilst ensuring that its facilities are used in a way which safeguards both the visitor and security of the plant and equipment.

Policy

Site supervisor

The site will be supervised by site supervisor, contracted by the Department, who will be authorised to carry out the following functions:

- Open and close the site as required.
- Receive advance bookings for site access.
- Conduct on-site inductions.
- Operate and manage the operations of the forklift.
- Provide access to the core trays in either of the 2 viewing areas.
- Supervise the receipt and placement of the new core on site.
- Log metadata about new core into the Department databases.
- Operate small amounts of sawing with the core cutting facilities or provide training to operate.

Advanced bookings

All visits must be booked at least 48 hours in advance. This will allow time for the site supervisor to plan ahead for core retrieval, arrange additional labour (if required) and set up the core viewing.

Telephone or email bookings should be made to the nominated numbers set out in Section 3 – Contacts.

Visitors' register and supervised access

The site supervisor will meet visitors at Pinnacles Place each day of their visit, open the site and log the visitors' details into the register. Normal opening hours of 8am and 4pm will apply, with the site supervisor returning at closing time to supervise the visitors' exit from the site each day.

On-site access agreement

Entry to the site by visitors will be on condition they agree to comply with the site rules including:

- compliance with site procedures explained during the induction process
- prohibition of forklift use by personnel not employed or authorised by the Department

- prohibition of use of core-cutting facilities by personnel not employed or authorised by the Department
- reporting of any incidents or accident which occur on site
- leaving the site in a clean and satisfactory condition.

Site inductions

Access to the site will be on condition that all visitors undergo a site induction. A record of each visitor's induction will be retained so that induction renewals need only be carried out when due.

Forklift operations

Operation of the forklift is limited to suitably qualified Department staff or trained and authorised NSW Departmental contractors. Visitors may not operate the forklift under any circumstances.

Core preparation for viewing

Core may be presented for viewing by prior arrangement with the site supervisor. Alternatively, core can be laid out for viewing by the visitor and/or their own personnel provided each person complies with the correct procedures for handling core as described during the induction provided by Department. At least 2 people must be involved in all core tray handling procedures. Any incidents or accidents on site must be reported immediately to the site supervisor or directly to the Department of Regional and recorded in incident report forms provided on site.

Site facilities

Visitors will be given access to toilet facilities.

Core cutting and sampling services

The use of the core-cutting saw is restricted to the site supervisor, suitably trained and authorised Department staff or suitably trained and authorised Department contractors only. If samples are taken for analysis, copies of the results of such analyses are to be provided to the Department.

Core acceptance policy and procedures

- Core will be accepted on site under these conditions:
- Core is deemed acceptable for lodgement at the site by the Senior Geologist – databases, Geological Survey of NSW
- Core is transported to the site at the supplier's expense
- Advance arrangements are made with the site supervisor to accept and place the core on the site
- Core trays are suitably presented, identified and labelled
- The core is not confidential

All core stored on site is accepted on the basis that it is not confidential and is available for public access. The site supervisor will ensure that the core is properly labelled, stacked on pallets, placed at the appropriate shelf location or yard location and logged into the Department database. Whether core is stored inside the building or in the yard is decided solely at the discretion of the Department.

Visit by student and conference groups

Requests for the site access by student or conference groups must be referred to the Director – Geological Survey so that appropriate arrangements can be made.

Contacts

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