

## SITE POLICY

### ACCESS BY THIRD PARTIES FOR OFFICIAL BUSINESS OR OPERATIONAL PURPOSES

#### Why does Gnaraloo have this policy?

- Gnaraloo is committed to promoting your safety, the safety of others & to protecting the environment and areas of indigenous heritage value. We can not do this if we do not know that you are onsite, where you are or what you are doing.
- Gnaraloo needs the information requested below in order to ensure that you are aware of, understand and comply with all site and environmental policies, procedures and rules.
- Gnaraloo aims to have appropriate staff member(s) available to provide any assistance that you may require whilst onsite.

#### Who does this policy apply to?

This policy applies to access, entry and presence on Gnaraloo by third parties for official business or operational purposes, including by Government Agencies.

Please be aware that all persons enter Gnaraloo at their own risk.

#### What should you do prior to site access for official business or operational purposes?

We request that you provide Paul Richardson with the following information prior to the date(s) of the intended site access:

- 14 days prior notice of any planned site visit, activities or works;
- the proposed date(s) for access;
- an outline of the planned site work and activities informing of the operational purpose and scope of work;
- the name of your Agency/Company/Organisation and the name and position of the person(s) that will conduct the planned site work and activities;
- confirmation that all required insurances are in place regarding the planned site work and activities;
- whether there is a requirement for assistance by a Gnaraloo staff member whilst onsite;
- any other relevant information.

#### What is expected when you are on Gnaraloo?

- By coming onsite, you agree to abide by Gnaraloo's site and environmental policies, procedures and rules and with any directions given by staff.
- Please be aware and conscious of the fact that Gnaraloo is committed to Best Practice environmental management and sustainable use of resources so that the potential impacts of proposed activities are identified and considered prior to decision-making and action.
- Any person who acts in a manner which comprises safety or the environment shall be asked to leave Gnaraloo.
- Please let us know if you observed any safety or environmental hazards whilst onsite.

#### Who should you contact?

Please contact Paul Richardson on 08 9942 5927 or [paul@gnaraloo.com.au](mailto:paul@gnaraloo.com.au).