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Safety At Sydney Opera House

**A guide for presenters, hirers
and other venue users.**

**Committed to working with our venue hirers and visiting
companies to ensure that together we provide a safe place
of work and safe events.**



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Introduction

Sydney Opera House (SOH) is committed to working with all users of our Venues (including our venue hirers and visiting performing companies) to ensure that together we provide a safe place of work and safe events for workers, visitors and patrons.

A. How can this guide help you?

Sydney Opera House is a leading performing arts location with more than one million people attending over 1500 performances every year. To manage health and safety risks, we work closely with everyone using SOH's Venues.

This guide will assist you to understand our risk management requirements and safety compliance requirements. It will also provide helpful information to assist you in writing and reviewing your Production Risk Assessment.

B. Legal obligations

In NSW, if you conduct a business or undertaking, you are legally obliged to manage certain risks. In particular, you must:

- Identify and eliminate risks to health and safety, or, if that is not practicable, then minimise those risks so far as is reasonably practicable
- Ensure the health and safety of your own workers, **AS WELL AS** ensure that other workers' or persons' safety is not put at risk by work carried out as part of your business or undertaking.

Work health and safety obligations in NSW are nontransferable and concurrent. This means that:

- Each business or person with safety obligations must comply with the WHS requirements
- If more than one business or person has a duty under the law, then they must comply to the extent that they can influence or control the safety matter.

This Guide contains general information only and does not contain a complete statement of all risk management issues or your legal obligations. You should seek independent professional advice on your risk management obligations.

More Info:

+ Please contact your SOH Production Manager



6.

SOH Code of Conduct.

Our Code explains the expected behaviour and conduct for us all in a variety of work contexts and applies to all people working at Sydney Opera House. It is intended as a positive reinforcement of our respect for one another as fellow employees, our workplace, our presenters, our patrons and customers.

It is based on the following seven key principles and provides guidelines to assist us in applying these in our working lives.

1. We act in the best interests of Sydney Opera House and value our reputation
2. We act with personal integrity and honesty
3. We maintain a safe and healthy working environment
4. We have respect for others and maintain a fair and harmonious workplace
5. We value our customers and are committed to service excellence
6. We work with economy and efficiency
7. We perform our work unimpaired by the consumption of alcohol or use of drugs

+ To obtain a copy of the Code of Conduct, please contact your SOH Production Manager



SOH Venue Risk Information.



Information on the risks specific to each of our Venues is available in a 'SOH Venue Risk Assessment'.

The Venue Risk Assessment will provide information about the inherent risks associated with the bare venue, and will outline the risk controls in place to manage these risks. It is important that you understand these risks, and take these into account when organising your production and writing the Production Risk Assessment.

The Venue Risk Assessment is based on "bare walls" so does not include operational production based risks that your event may bring into the Venue. Our Venue Risks must be addressed along with your operational production risks.

Technical Specs:

+ Technical specifications for each venue are available at www.sydneyoperahouse.com/about/venues_hire.aspx

A. Safe Work Procedures (SWP).

SOH has developed specific Safe Work Procedures that document and clearly explain the safe steps workers must take during a particular task in a designated area that has inherent risks to a workers' health and safety. The SWP will explain pre-safety checks, operating procedures, the equipment and PPE to be used for that activity.

Please contact your SOH Production Manager or Account Manager to enquire about Safe Work Procedures applicable to your working activities in SOH.

Production Risk Assessments.

A Production Risk Assessment must be provided by the presenter, hirer or venue user and it documents reasonably foreseeable hazards that could cause risks to health and safety and how these risks are managed. It is a legal requirement that persons conducting a business identify and manage risks.

The Production Risk Assessment identifies reasonably foreseeable hazards that arise from:

- Physical work environment
- Equipment, materials and substances used
- Work tasks, and how they are performed and managed
- Interaction of the above aspects.



A. Writing a Production Risk Assessment.

When you are developing the Production Risk Assessment, keep in mind the following:

- Write the Production Risk Assessment specifically for the venue you are hiring
- Include all phases of the event: bump-in, bump-out (load in, load out), rehearsal and performance
- Include any hazardous chemicals being used
- Include a risk rating (e.g. Low, Medium, High, Extreme) based upon the potential consequence and severity of the hazard
- Identify the person who will be responsible to ensure that the agreed risk controls are in place and being followed
- Ensure that any high risks are well documented, such as working at heights, mobile plant, hazardous manual tasks
- Page 10 of this booklet contains an example of a Production Risk Assessment.

B. Production Risk Assessment timeline.

Action	Responsibility
As early as possible	Provide draft Production Risk Assessment to SOH
Before bump-in	Provide updated Production Risk Assessment to SOH (any variation is subject to our prior approval)
When the Production Risk Assessment is approved	Distribute the Production Risk Assessment to all your workers (including your sub-contractors and your sub-contractors' employees or agents)
Before commencement of bump-in (date and time to be scheduled by SOH)	All workers, including sub-contractors and employees, involved in the event attend an induction to discuss site rules, safety issues, emergency management, first aid, incident reporting, risk control measures and decision-making protocols. You must ensure that all your workers attend a site safety induction training
At the start of each crew shift	All workers working on the event attend a daily 'toolbox' briefing to discuss the risks of the day. You must ensure that all your workers working on this event attend this daily briefing and keep records of attendance
Occasional	From time to time we conduct emergency training. You must ensure all your workers in the venue attend this training

+ SOH can help you to prepare the Production Risk Assessment by providing you with relevant information about the Venue. However you are entirely responsible for its preparation and content. Our receipt of a Production Risk Assessment from you does not indicate our approval of the adequacy of its contents.



C. Example of a Production Risk Assessment.

ACTIVITY / EVENT DETAILS		ASSESSMENT DETAILS	
Activity / Event	The Rock & Roll Music Awards	Assessment prepared by	B King, Head of Operations, Events R Us.
Location / Venue	Sydney Opera House - Concert Hall	Date of Assessment	25/06/2012
Date of Event	13/07/2012 to 14/07/2012	Date Assessment last updated	28/18/05/12 5:11 PM Version 1
Further Information	The rock and roll music awards consists of live music performances and strobe lighting. There will be two separate bands who will utilise the existing sound equipment in the Sydney Opera House. There will be no haze or other special effects used.	Staff consulted during preparation or review of Assessment?	Rock and Roll Music Awards Management, Sydney Opera House Production Manager and SOH Event Safety

Note: Events R Us incorporates the Sydney Opera House Concert Hall Venue Risk Assessment as part of this Risk Assessment.

IDENTIFY HAZARDS		ASSESS	HOW RISK WILL BE ELIMINATED OR CONTROLLED	IMPLEMENTING & MONITORING RISK CONTROLS	RE ASSESS
Break the activity or event down into stages, acts, tasks or steps as appropriate	How would a person be harmed? (eg. Fall from unattended platform – fracture, contusions, internal injuries)	Initial risk rating		Who is responsible to implement & monitor controls?	Residual risk rating
				How will this person monitor the risk & controls?	

<p>Bump in/Blump out – Delivery and unloading of all show and technical equipment</p>	<ul style="list-style-type: none"> • Strain / injury from loading/unloading and manual transport of items to Concert Hall lift and stage • Slip trip or fall • Death or injury due to contact with moving vehicles • Hearing Damage 	<p>H</p>	<ul style="list-style-type: none"> • All workers to warm up / complete stretches before commencing work • All workers to be trained in manual task training • Mechanical aids and trolleys are available to assist with manual tasks • The weight of all equipment is to be clearly marked • Regular inspections undertaken identifying slip trip or fall hazards • All trips hazards are to be covered • Regular site clearance of any cabling or equipment likely to cause a slip, trip or fall • Toolbox talk completed with all workers of Sydney Opera House Safe Work Procedure 'Movement of Vehicles on Site' • Only licensed operators permitted to use forklifts • All workers are to wear hi-visibility vests for bump in • Barriers are to be erected in Central Passage loading area • Spotter to used if vehicle reverses • Workers who are not required to be on stage during sound checks are to be requested to leave during sound checks • Advanced notice to be given to all workers before sound checks 	<p>Events R Us, Event Manager</p>	<p>Through Supervision, inspections and monitoring.</p>	<p>M</p>
<p>Show set up & strike</p>	<ul style="list-style-type: none"> • Death or injury as a result of insecure/ unsafe equipment rigged at height 	<p>M</p>	<ul style="list-style-type: none"> • ALL flown lighting must be weight registered before entering SOH • A qualified/certified rigger must sign off on the weight load ratios • Any grouping and coupling of LX bars must take into account the overall spread • When rigging equipment, staff to ensure people do not walk or operate beneath equipment not yet secure • Warning signage of the use of strobe lighting displayed in the foyer. • All cables and trip hazards to be covered by matting an suitable 	<p>Lighting Supervisor</p>	<p>Supervision & inspections</p>	<p>L</p>
<p>Rehearsals and Show</p>	<ul style="list-style-type: none"> • Hearing damage from excessive noise levels • Performer may slip trip or fall or fall off stage. 	<p>M</p>	<ul style="list-style-type: none"> • Workers are to be moved to a quiet work area before they are exposed high levels of noise • Where possible, audiometers are to be used at Sound Control desks to monitor noise levels. • All workers to be issued with hearing protection and given instructions how to wear correctly • During rehearsals, performers are aware of the stage edges, other performers and other equipment that may be on the stage • Rehearsals to be conducted on the Concert Hall stage • Performers have rehearsed and choreographed on stage and are familiar with the moving elements of the stage 	<p>Events R Us, Event Manager, SOH Production Managers</p>	<p>Supervision & inspections</p>	<p>M</p>
		<p>H</p>		<p>Stage Manager</p>	<p>Supervision & inspections</p>	<p>M</p>

12.

D. Risk rating.

A consequence and likelihood table, also known as a 'Risk Matrix' or 'Risk Rating', helps you to prioritise and judge the severity and likelihood of each risk.

The Risk Matrix below is the one used by Sydney Opera House. You can use this Risk Matrix, your own risk rating system or one recommended by a health and safety regulator such as WorkCover NSW.

<h1 style="text-align: center;">Risk Matrix</h1>			LIKELIHOOD				
			Risk that this would occur - not known to have happened	Could occur, but would not be expected - has been known to occur at another site	Might occur at some time during the activity - cannot say it will or will not occur	Will probably occur in most circumstances - there is a history of this event happening at SOH or other sites	Expected to be the most likely outcome - occurs during the activity and on a regular basis
			Rare	Unlikely	Possible	Likely	Almost Certain
CONSEQUENCE	Fatality, Serious Injury or Permanent Disability	Severe	M	H	H	E	E
	An injury likely to result in hospitalisation or more than 5-days off work	Major	M	M	H	H	E
	Medical treatment required or likely to result in 1-5 days off work	Moderate	L	M	M	H	H
	On site first aid treatment required, or diagnostic medical treatment - no time off work	Minor	L	L	M	M	H
	Negligible impact	Insignificant	L	L	L	M	M

Work only to proceed under the following guidelines

Risk Tolerability (applied to residual risk)

SOH expects that presenters, hirers & other venue users have a rigorous & comprehensive system of how risks will be treated and tolerated.

E Unacceptable	Do not start activity Risk level is unacceptable. Inform Manager / Supervisor immediately	M Tolerable	Use Caution - Proceed with activity with supervisor consent Activity is managed using approved documented procedures and controls. Controls and procedures should regularly be reviewed to determine if risk control improvements are feasible (IE risk can be eliminated or isolated).
H Undesirable	Use Caution - Management Consent required - Activity must be carried out under the supervision (watching over) of a supervisor / manager, and - Activity must be covered by a current SWP (which may involve a permit system) or an approved SWMS, and - Worker undertaking activity must be deemed adequately trained/instructed and deemed competent by the supervisor / manager, and - Controls and procedures should regularly be reviewed to determine if risk control improvements are feasible (IE risk can be eliminated or isolated).	L Broadly Acceptable	Proceed with activity Risks have been controlled to such a degree that a low residual risk remains.

Incidents and Hazards.



Sydney Opera House requires all workers to immediately report all hazards and incidents including near misses.

Incidents are occurrences that result in, or have the potential to cause, injury, ill health, damage or loss.

The initial response to an incident should be

- Prompt and rapid deployment of emergency or first aid response if appropriate
- Ensure the area is made safe and secure
- Report any incident to the SOH Production Manager, Stage Manger or SOH Supervisor straight away.

Following report of an incident or hazard, you will need to inform us of actions taken to address or eliminate the hazard.

Serious incidents are also immediately reportable to the NSW safety regulator, WorkCover NSW. Serious incidents include fatalities, serious injury such as amputation, serious burn, spinal injury or dangerous occurrence such as electric shock, uncontrolled fire or an item falling from height.

+ Report any incident to the SOH Production Manager, Stage Manger or SOH Supervisor straight away.



Deliveries and Loading Information.



SOH is an extremely busy site for vehicle and pedestrian traffic.

Central Passage is the main location at SOH for the unloading of deliveries and pick-ups after the event. Central Passage is a shared vehicle and pedestrian area and also serves as an emergency egress route from all our Venues.

To manage pedestrian safety in Central Passage:

- High visibility vests must be worn during un/loading of vehicles or when forklift trucks are in operation
- Pedestrians not involved in a Central Passage work activity are required to remain on green pathways and yellow crossings

To assist you in the best possible way, you are required to develop a vehicle schedule for all your deliveries and pick ups. This schedule must be coordinated through your Production Manager.

For detailed documentation on vehicle movements on our site and a Central Passage management plan, please contact your Production Manager.



Driving on site and through Central Passage.

- All vehicles must be escorted by a guide when entering and leaving Central Passage and along the broadwalk
- The guide must wear work boots and a high-visibility vest
- Ensure that the vehicle travels at walking pace with hazard lights flashing.



Unloading in Central Passage.

- Switch off the engine and leave the keys in the ignition
- Place barricades and pedestrian management signs around the vehicle
- Only electric powered forklifts are permitted in Central Passage.

Compliance Requirements.

A. Building Code of Australia (BCA).

Under the BCA classification, SOH is designated as a Class 9b building. Your event activities must comply with all provisions of the BCA for a Class 9b building; this also includes all temporary structures you may wish to erect on our site.



B. Noise.

All workers, including musicians, performers and crew, must be protected from hearing damage that may potentially be caused by prolonged exposure to noise. NSW Work Health & Safety Laws state that workers must not be exposed to noise levels of 85 decibels over the equivalent of 8 hours, or a peak of 140 decibels. Workers should always be able to hear alarm signals above the noise.

Steps you can implement to minimise noise exposure include:

- Address noise in your Production Risk Assessment
- Reduce levels and time of exposure
- Reduce stage noise
- Carefully position equipment and workers to reduce exposure
- Use acoustic screens where possible
- Reduce unnecessary exposure off-stage
- Use hearing protection if necessary
- Make sure people at risk have regular hearing checks.





C. Electrical safety.

Electrical installations: must be certified according to Australian Standard for Wiring Rules - AS/NZS 3000 (where applicable) and the Australian Standard for Electrical installations

- Shows and Carnivals
- AS/NZS 3002 (for outdoor events).

Electrical equipment: must be inspected and tagged and comply with the Australian standard for safety inspection and testing of electrical equipment AS/NZS 3760:2010. We can arrange the inspection and tagging if you supply us the equipment more than 48 hours before you need to use it.

Leads must be inspected and tagged, not be frayed, twisted or kinked, protected from the weather and not create a trip hazard. A service fee to test and tag equipment will apply. No assurance will be given as to when the service will be available and is dependent on the availability of a licensed technician.



D. Fatigue.

Your schedule must allow for all workers, including SOH staff, to take their contractually entitled breaks.

+ Please discuss with Production Manager for further information.



E. Hazardous chemicals and dangerous goods.

Hazardous chemicals include flammable liquids, acids, gases and solvents. Your Production Risk Assessment should address each substance, indicating that it is being used in accordance with requirements set out in the Safety Data Sheet.

- You need prior written approval to bring on site any hazardous chemical or dangerous good
- You must arrange storage for all hazardous chemicals and dangerous goods
- All gas cylinders (Class 2) containing flammable gas must be documented in the Production Risk Assessment.
- **SOH can reserve the right to refuse the use of any hazardous chemical in its venues or precinct.**

The following are not permitted in SOH:

- Spray painting (you need written approval from us to use pressure pack cans)
- Fibre glassing
- Cutting of MDF.



F. Paints and solvents.

You need our written permission to use oil-based paints and solvents.

You are responsible for taking all oil-based paints, residues and cleaning materials off site for disposal at appropriately licensed waste management facilities.



G. Falls and height safety.

Under NSW Safety laws, a risk of fall includes any fall of a person from one level to another that is reasonably likely to cause injury.

This includes:

- Falls through openings or surfaces
- Falls over edges
- Falls from elevated workplaces
- Any other place a person could fall.

You must ensure that work is carried out in such a way that eliminates or controls the risk of injury from fall. Under NSW Safety laws, the following order of risk control must be followed:

- a) In the first instance, work out on the ground, or on a *solid construction* as far as reasonably practicable. Only if this is not reasonably practicable, then by
- b) providing a *fall prevention device*, or if this is not reasonably practicable
- c) providing a *work positioning system*, or
- d) if (b) or (c) are not reasonably practicable, then a fall arrest system, so far as is reasonably practicable.

In addition to the controls listed above, you must also consider and where appropriate provide:

- Temporary work platforms and/or
- Training in relation to the risks involved in working at the workplace and/or
- Safe work procedures, safe sequencing of work, safe use of ladders, permit systems and appropriate signs.

+ Note: For definitions see p20.

Exceptions.

The above laws do not apply in relation to the following work or activities, however the Production Risk Assessment must include full details regarding the assessment and control and supervision of these risks:

- The performance of stunt work
- The performance of acrobatics
- A theatrical performance
- A sporting or athletic activity
- Horse riding.

Fall arrest emergency and rescue procedures.

If you use a fall arrest system as a control measure you must establish emergency procedures, including rescue procedures, in relation to the use of the fall arrest system.

You must also test the emergency procedures to make sure they are effective.

You must provide the workers (using the fall arrest system and involved with the emergency procedures) with information, training and instructions in relation to the emergency procedures.

Falls and height safety definitions.

	Definition
Fall Arrest System	means: plant or material designed to arrest a fall. Examples include an industrial safety net, a catch platform, a safety harness system (other than a system that relies entirely on a restraint technique system)
Fall Prevention Device	includes: <ul style="list-style-type: none">– a secure fence, and– edge protection, and– working platforms, and– covers
Solid Construction	means: <ul style="list-style-type: none">– a surface that is structurally capable of supporting persons and things placed on it, and– barriers around its perimeter and any openings to prevent a fall, and– an even and readily negotiable surface and gradient, and– a safe means of entry and exit
A Work Positioning system	means: any plant or structure, other than a temporary work platform, that enables a person to be positioned and safely supported at a location for the duration of the relevant work being carried out. For example, industrial rope access systems



H. High Risk Work Licences.

Any work meeting the requirement of 'High Risk Work' where the operation of plant or machinery is required, must only be carried out by a person holding a National High Risk Licence (unless that person is in training and under licensed and competent supervision).

Licences for High Risk Work include:

- Scaffolding work
- Dogging
- Rigging
- Forklift Operation
- Crane and Hoist Operation
- Boom-type elevating work platform
- Pressure Equipment Operation

Workers must retain their licences for inspection. SOH needs to sight licences before work can commence.





I. Manual tasks.

Manual handling is a significant safety issue for the theatre and events industry. Hazardous manual tasks can lead to serious musculoskeletal injuries.

Hazardous manual tasks include actions with high, sudden or repetitive force, sustained or awkward postures. These tasks should be identified in your Production Risk Assessment.

Sydney Opera House is committed to minimising the risk of injury from a hazardous manual task and where possible eliminating these tasks.

We expect presenters, hirers and other venue users to work with us to ensure the health and safety of all workers. For hazardous manual tasks that cannot be eliminated, this includes but is not limited to:

- Use of mechanical lifting aids
- Team lifting
- Weight labelling of all scenic elements
- Splitting the weight
- Storage of equipment at appropriate heights
- Implementing warm-up exercises and stretches prior to undertaking the task
- Wearing appropriate clothing if exposed to the environment
- Planning the manual task, taking into account the building restrictions of SOH.

+ You must weight label scenic elements, especially those over 25 kg.





J. Personal protective equipment.

SOH has identified areas where all workers are required to wear Personal Protective Equipment (PPE) to control the hazards to workers where risks have been identified.

Work boots are required to be worn when handling, transporting or building any production / event associated equipment, scenic element or structure. For further information, please refer to the SOH Guideline – Footwear in Theatre & Related Environments, or contact your Production Manager.

When in Central Passage, a high-visibility vest must be worn at all times when you are not on the green pedestrian walkway. For further information, please refer to the SOH Guideline – High Visibility Vests or contact your Production Manager.

Where works are undertaken outdoors, all workers will be required to wear work boots and a high-visibility vest at all times. You must supply the required PPE for your workers.

Your Production Risk Assessment should address where workers are required to wear PPE.

Theatrical Elements and Special Effects.



You must notify us if any of the following are involved in your production:

- Animals
- Dangerous goods/hazardous chemicals
- Explosives
- Firearms
- High noise areas
- Pyrotechnics
- Significant amounts of electrical equipment
- Significant manual handling
- Temporary Structures
- Working at height
- Working with major plant and equipment (forklifts, elevated work platforms, etc).



A. Design and manufacture of sets.

Under NSW Safety laws, if you are a designer or manufacturer of a structure (i.e. anything or component that is constructed, whether fixed or movable, temporary or permanent) you must design and manufacture the structure so that the need for any manual task to be carried out is minimised so far as is reasonably practicable or if possible, eliminated.

+ Sets must be built with the venue limitations taken into consideration. More details can be found on the Sydney Opera House website. Please discuss with your Production Manager.



B. Animals.

Your Production Risk Assessment should cover:

- That you have suitably qualified wranglers and, if necessary, veterinarians
- What the animals do during the performance
- Whether the animals are in contact with the public
- Possible disease transmission
- Animal wellbeing
- Appropriate facilities to house and feed the animals
- Disposal of animal waste off site
- Emergency plans developed in consultation with animal handlers
- Guide dogs are exempt.



C. Firearms, replicas and weapons.

Firearms and weapons must be used, stored and kept secure by someone who holds a Theatrical Armourer's Dealers Licence (Firearms Amendment Act 2008) and Commissioner's Permit issued by the NSW Police. Firearms, replicas and weapons must only be used in accordance with NSW legislation and regulations.

- Swords, knives and blades must be blunt
- Provide appropriate warnings to cast and crew about blank fire ammunition and the cue for firing
- The use of blank fire ammunition must not exceed 85 decibels over an 8 hour period or peak at more than 140 decibels
- Approved gun cabinets can be provided by SOH if required.

+ It is an offence to bring any firearm, replica or weapon into the SOH precinct unless it is under the above conditions. Live ammunition must never be used.





D. Fire retardants.

- All sets must be built with materials that conform to Australian Standards Specification C1.10 of the Building Code of Australia and AS/NZS 1530 Part 3 relating to fire retardation
- Internal curtains and blinds must comply with clause 4 of the BCA C1.10 for Fire Retardant Treatment (NSW Variations)
- Drapes require manufacturers' certification, labelling or other documentation certifying use of a fire retardant material
- You must provide us with copies of registered test certificates as early as possible
- Combustible materials that cannot be properly fire retarded, such as foam rubber, polystyrene, dry flowers and leaves, are not permitted in SOH.



E. Naked flames.

Naked flames such as candles, LPG, flame gel and smoking will be approved if you can demonstrate that they are artistically crucial to the performance. Naked flames are only permitted on stage and not in the auditorium.

- Your Production Risk Assessment should cover how you will eliminate or control risk of fire to costumes, props and the set
- You must always have at least one suitably trained person in the stage area to operate the proscenium safety curtain, drencher system, smoke exhaust system or fire extinguisher at all times
- There must be easily accessible means of extinguishing cigarettes or cigars, such as ashtrays and sandboxes
- LPG must be hard piped by a licensed gas fitter approved by SOH
- LPG gas bottles must not be stored inside the SOH. We may be able to accommodate a small quantity of gas within the grounds of SOH.

+ Please liaise with your Production Manager for further information.



F. Flutter cannons.

Flutter cannons must be operated by a competent person and approved by SOH.



G. Lighting (strobe, UV and lasers).

- **Strobe lighting:** Must have a flicker rate of 4 flashes per second or less. Warning signage must be placed in the foyer alerting patrons of the use of strobe lighting.
- **UV light:** Avoid if possible. If using:-
 - Maintain a reasonable distance from the source
 - Ensure sources are enclosed or shielded, and well maintained to prevent leakage
 - Eliminate reflection where possible.
- **Lasers:** Must be used only in accordance with AS/NZS 2211 'Safety of Laser Products'. Your Production Risk Assessment should include:
 - How you intend to use the lasers
 - Display in both plan and elevation the positions of laser sources, mirrors and target areas with relevant distances and dimensions
 - The need to engage a laser safety officer
 - Control measures in the event of power failure or knocking of the laser device
 - For outdoor performances, control measures to ensure no interference occurs with the installation and control of reflection for surrounding structures
 - For outdoor performances, control measures so lasers do not interfere with air traffic or shipping activities.





H. Special effects (SFX).

Before you use any special effects, obtain an SFX form via your Production Manager and send it to Event Safety for approval.

A Fire Safety Officer may be required to be in attendance, at your cost. Pyrotechnics have additional compliance requirements.



Pyrotechnics.

- Your Production Risk Assessment should include proximity of pyrotechnics to costumes, props and sets and outline controls such as the use of flame retardant construction to prevent fire
- You must provide us with a valid copy of the NSW WorkCover Fireworks and Pyrotechnics Licence and Notification relating to the performance
- You must provide a Safe Work Method Statement, including storage, handling, operation and disposal
- You must at all times comply with the conditions of the NSW Explosives Act 2003 and the NSW Explosives Regulation 2005.





Smoke and Snow Machines, Foggers, Hazers and Dry Ice.

- You must provide a current Australian MSDS for the fluid used in these devices
- You must provide adequate storage and handling solutions for dry ice
- Hazers and foggers currently approved for use at SOH are:
 - Unique Hazer
 - Le Maitre G300
 - MDG Hazer
 - Look Solutions Power Tiny
- Older style oil-based crackers are not permitted at SOH
- Current mineral oil-based crackers, such as the MDG and DF50, are not permitted in the Concert Hall
- Water is permitted on stage. Your Production Risk Assessment must cover storage, spillage containment, use and removal
- Snow machines currently approved for use at SOH are:
 - Snowboy (chemical)
 - White light (paper).

+ All chemical units must be used with the manufacturer's specified fluids only. No substitutions are permitted.



I. Vehicles on stage.

- Your Production Risk Assessment must cover the vehicle's use, spillage containment and emissions
- Petrol tanks should be as empty as possible.



References.



The following have been used in the preparation of this Guide:

The Work Health and Safety Act 2011 (NSW)

The Work Health and Safety Regulation 2011 (NSW)

Requirements of the WorkCover Authority of NSW

Provisions in the Building Code of Australia and relevant industry codes of practice relating to fire and emergency egress

ISO 31000-2009 Risk Management – Principles and Guidelines

Approved Codes of Practice under the Work Health & Safety Act 2011:

- Hazardous manual tasks
- How to manage work health and safety risks
- Managing the risk of falls at workplaces
- Managing noise and preventing hearing loss at work
- Managing electrical risks at the workplace
- Safe design of structures.

Legal Disclaimer.

This booklet has been produced as a guide only, for persons using, visiting or working in SOH venues (including hirers, performing companies and their staff and subcontractors). This booklet contains general information only and should not be considered a comprehensive statement on the matters covered by it. In preparing the information in this booklet, SOH has not taken into account your individual circumstances or needs, or those of your production, and you should obtain your own advice on your risk management, legal and contractual obligations when using, hiring, visiting or working in SOH venues. For further details, you should refer to the Venue Hire Agreement, Presentation Agreement, Resident Company Agreement or any other agreement concerning your use of, or visit to, SOH venues. If there is any inconsistency with the provisions of this booklet and that agreement, then the provisions of that agreement prevail to the extent of the inconsistency. Information in this booklet about legislation, Australian and International Standards, the Building Code of Australia, and any other legal requirements, is provided in summary form only, so you should refer to the source documents for a complete understanding of the requirements and to check whether there have been any changes.

More Info:

- + Venue Hire Agreement, Presentation Agreement, Resident Company Agreement
- + WorkCover NSW www.workcover.nsw.gov.au
- + Technical Specifications www.sydneycoperahouse.com



**Keep safe. Be alert to potential hazards and risks
If you see anything that you believe is unsafe - REPORT IT**

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