

WORKCOVER NEWS

The workplace safety and injury management magazine

65

June 2006 - August 2006

- 30 inspectors receive award
- Converting to a National Certificate of Competency
- Entering the 2006 Safe Work Awards

initiative

solution

consultation

innovation

health & safety

implement

JULY 2006 to DECEMBER 2006

course in occupational health & safety consultation

accredited training for OHS Committees & OHS Representatives - \$570 (\$627 incl. GST)

July	3	4	10	11	City	CIT7	Sep	18	19	25	26	Chatswood	CHA9
July	5	12	19	26	Parramatta	PAR7	Sep	18	19	25	26	City	CIT94
July	7	14	21	28	City	CIT72	Sep	21	22	28	29	Parramatta	PAR94
July/Aug	12	19	26	2	City	CIT73	Sep/Oct	26	3	10	17	Parramatta	PAR95
July	13	14	20	21	Parramatta	PAR72	Oct	4	5	11	12	Parramatta	PAR10
July/Aug	13	20	27	3	City	CIT74	Oct	4	11	18	25	City	CIT10
July	20	21	27	28	Parramatta	PAR73	Oct	6	13	20	27	Parramatta	PAR102
July/Aug	31	1	7	8	Parramatta	PAR74	Oct	6	13	20	27	Hurstville	HUR10
Aug	2	3	9	10	Parramatta	PAR8	Oct	9	10	16	17	Parramatta	PAR103
Aug	4	11	18	25	City	CIT8	Oct	9	10	16	17	City	CIT102
Aug	4	11	18	25	Parramatta	PAR82	Oct	12	13	19	20	Campbelltown	CAM10
Aug	7	8	14	15	Hurstville	HUR8	Oct	12	13	19	20	City	CIT103
Aug	7	8	14	15	Parramatta	PAR83	Oct/Nov	18	25	1	8	Parramatta	PAR104
Aug	7	14	21	28	City	CIT82	Nov	2	3	9	10	Wollongong	WOL11
Aug	9	10	16	17	Campbelltown	CAM8	Nov	2	3	9	10	Parramatta	PAR11
Aug	9	10	16	17	City	CIT83	Nov	3	10	17	24	City	CIT11
Aug/Sep	16	23	30	6	Parramatta	PAR84	Nov	6	7	13	14	City	CIT112
Aug	21	22	28	29	Rooty Hill	RH8	Nov	8	9	15	16	City	CIT113
Aug/Sep	24	25	31	1	City	CIT84	Nov/Dec	15	22	29	6	Parramatta	PAR112
Aug/Sep	24	31	7	14	Parramatta	PAR85	Nov	16	17	23	24	Parramatta	PAR113
Aug/Sep	30	6	13	20	City	CIT85	Nov	20	21	27	28	Rooty Hill	RH11
Sep	1	8	15	22	City	CIT9	Nov	21	22	28	29	Hurstville	HUR11
Sep	12	13	19	20	City	CIT92	Nov	22	23	29	30	City	CIT114
Sep	6	13	20	27	Parramatta	PAR9	Nov/Dec	27	28	4	5	Parramatta	PAR114
Sep	7	14	21	28	Rooty Hill	RH9	Nov/Dec	28	5	12	19	City	CIT115
Sep	8	15	22	29	Parramatta	PAR92	Dec	4	5	11	12	Campbelltown	CAM12
Sep	12	13	19	20	Wollongong	WOL9	Dec	4	5	11	12	Parramatta	PAR12
Sep	12	13	19	20	Parramatta	PAR93	Dec	5	6	12	13	City	CIT12
Sep/Oct	14	21	28	5	City	CIT93	Dec	7	8	14	15	Parramatta	PAR122
							Dec	7	8	14	15	City	CIT122

introduction to return to work co-ordination

\$480 (GST free)

July	5	6	City	CITR7
July	27	28	Parramatta	PARR7
Aug	21	22	Parramatta	PARR8
Aug	23	24	City	CITR8
Sep	6	7	City	CITR9
Sep	25	26	Parramatta	PARR9
Oct	19	20	Parramatta	PARR10
Oct	26	27	City	CITR10
Nov	13	14	City	CITR11
Nov	13	14	Parramatta	PARR11
Dec	12	13	Parramatta	PARR12

advanced return to work

\$340 (\$374 incl. GST)

Aug	17	Parramatta	PARE8
Nov	22	City	CITE11

workplace substances*

\$260 (\$286 incl. GST)

Sep	1	Parramatta	PARW9
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developing workplace safety culture: behaviour & values*

\$330 (\$363 incl. GST)

Aug	9	Parramatta	PARP8
Oct	30	City	CITP10

ohs risk management for supervisors & managers*

\$470 (\$517 incl. GST)

July	24	25	Parramatta	PARS7
Aug	28	29	City	CITS8
Sep	4	5	Parramatta	PARS9
Oct	16	17	City	CITS10
Nov	9	10	Parramatta	PARS11
Dec	6	7	City	CITS12

construction general ohs induction

\$150 (GST free)

July	17	City	CITCN7
July	17	Parramatta	PARCN7
Aug	14	City	CITCN8
Aug	14	Parramatta	PARCN8
Sep	11	City	CITCN9
Sep	11	Parramatta	PARCN9
Oct	3	City	CITCN10
Oct	3	Parramatta	PARCN10
Nov	20	City	CITCN11
Nov	20	Parramatta	PARCN11
Dec	11	City	CITCN12
Dec	11	Parramatta	PARCN12

* ALL COURSES ARE ACCREDITED BY WORKCOVER NSW EXCEPT THOSE MARKED WITH AN ASTERISK, FOR WHICH THERE IS NO WORKCOVER NSW COURSE.

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ON-SITE TRAINING COURSES

Course in OHS Consultation (4 days)
Advanced Return to Work (1 day)
Construction General OHS Induction (1 day)
Intro to Return to Work Coordination (2 days)
Senior First Aid (2 days)
Senior First Aid Recertification (1 day)
Accident Investigation* (1 day)
BackBasics Manual Handling* (2 hrs)
BackBasics Manual Handling Risk Mgmt* (3.5hrs)
BackBasics Workstation Set-up & Manual Handling* (2 hrs)
Developing Workplace Safety Culture: Behaviour & Values* (1 Day)
OHS Committee Chairperson* (1 day)
OHS Committee Refresher* (1 day)
OHS Induction for Employees* (4 hrs)
OHS Law for Directors & Managers* (2 hrs)
OHS Responsibilities for Super & Mgrs* (2 hrs)
OHS Risk Management* (1 day)
OHS Risk Mgmt for Super & Mgrs* (1 or 2 days)
Workplace Substances* (1 day)

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Current* record : 176 courses

scheduled & delivered without cancellation.

*From Oct '04 to August '05, when this Training Calendar went to print.

senior first aid

\$160 (\$176 incl. GST)

July	24	25	City	CITFA7
Aug	16	17	City	CITFA8
Aug	28	29	Parramatta	PARFA8
Sep	27	28	City	CITFA9
Sep	27	28	Parramatta	PARFA9
Oct	30	31	Parramatta	PARFA10
Nov	7	8	City	CITFA11
Nov	29	30	Parramatta	PARFA11

ohs committee refresher*

\$260 (\$286 incl. GST)

Jul	10	Parramatta	PARF7
Oct	26	Parramatta	PARF10
Nov	30	City	CITF11

ohs committee chairperson*

\$260 (\$286 incl. GST)

Jul	18	Parramatta	PARC7
Aug	22	City	CITC8
Sep	18	Parramatta	PARC9
Oct	23	City	CITC10
Nov	21	Parramatta	PARC11
Dec	13	City	CITC12

For more information call us on:

9552 2380

Visit our website

www.courtenell.com.au

for information on our courses, OH&S information, search facility & recent editions of our publication 'Your Safety Matters'

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Chief Executive Officer



Working together to address safety risks is a key priority for WorkCover this year and beyond.

The importance of working in a partnership with employees and business is one of a number of strong messages to come from the 2005 Workplace Safety Summit. It is a message we have put into action with the establishment of the tripartite NSW Workplace Safety Summit Review Committee.

The 15-member Review Committee includes representatives from Government, employer and union groups.

Among the committee's responsibilities is the promotion of the *NSW Workplace Safety Strategy 2005–2008*, which identifies how government, employers and employees can work together to provide healthier work environments and reduce the incident and cost of work related injury and illness. As part of this drive, industry is being encouraged to adopt the nine Industry Action Plans that identify priority areas for attention in dealing with the major causes of workplace injury.

Many individuals and organisations have made significant contributions to workplace safety and this is no more evident than at this year's Safe Work Awards. Designed to promote and recognise high standards of occupational health and safety in NSW workplaces, the awards are a great opportunity to have your contribution towards a safer work environment recognised. Refer to page 12 to find out how you can submit an entry.

We continue to focus our attention on assisting small to medium business achieve OHS improvements. Following on from the establishment of the Business Assistance Unit and the appointment of Business Advisory Officers for regional NSW, we have introduced a number of new resources ranging from Small Business Checklists to Small Business Consultancies.

Our latest project - *Serious about Safe Business* - aims to help businesses set up workplace safety systems with do-it-yourself and assisted learning tools. Refer to page 16 to find out how these new services will improve compliance with OHS and workers compensation legislation.

A handwritten signature in black ink, appearing to read 'Jon Blackwell', written over a dashed line.

Jon Blackwell
Chief Executive Officer
WorkCover NSW

Changes to Workers Comp:

helping NSW businesses



THE NSW GOVERNMENT IS CREATING a workers compensation Scheme that works better for both employers and workers.

Recent improvements aim to make the system simpler and fairer and provide employers with greater incentives to improve occupational health and safety, injury management and return to work outcomes.

A STRONGER WORKCOVER SCHEME

The December 2005 independent valuation of the WorkCover Scheme saw that, over the previous six months, the projected deficit had been reduced by \$836 million.

Improved claims management, a restructured Scheme and strong investment returns has meant the deficit has now fallen to \$1,162 million.

PREMIUM RATE CUTS

The sustained improvement in the financial position of the WorkCover Scheme has allowed the NSW Government to deliver two reductions in workers compensation premium rates since 30 June 2005. The reductions apply to all WorkCover Industry Classification (WIC) Rates.

In November 2005, NSW Premier Morris Iemma announced a five per cent reduction for policies commencing on or after 31 December 2005, saving NSW employers \$140 million a year.

This was followed by the recent announcement of a further ten per cent reduction, effective for policies commencing on or after 30 June 2006, saving employers an additional \$290 million a year.

MORE IMPROVEMENTS TO THE PREMIUM SYSTEM

Changes to the WorkCover Scheme structure, along with improvements in the Scheme's financial performance, have also been enhanced by recent reforms to the premium system. These reforms were the outcome of the Premium Review, which started in August 2003.

Premium system reforms have delivered a range of benefits to employers including a fairer premium calculation and increased protection for small employers from premium increases.

GROUPING OF RELATED COMPANIES FOR WORKERS COMPENSATION

The latest of the Premium Review reforms to be implemented is the grouping of related companies for workers compensation purposes. In May 2006, the NSW Commerce Minister John Della Bosca announced changes to workers compensation legislation, which provides for grouping to start from the end of June 2006.

The legislation has been introduced to ensure all employers pay their fair share and are not disadvantaged by underpaying competitors.

NEW GROUPING ARRANGEMENTS

The new arrangements came into effect for all policies commencing on or after 4pm on Friday 30 June 2006 and mean that an employer who is part of a group with combined wages in excess of \$600,000 will be grouped for the purposes of premium calculation.

All members of a group may continue to have separate policies but will be required to be insured with the same Scheme Agent and have a common renewal date for all policies.

Charities and other not-for-profit organisations will be able to apply to WorkCover for exclusion from grouping status for those group members not in direct competition with for-profit businesses.

Grouping of employers for workers compensation purposes does not affect employers who are specialised insurers or self-insured.

KEEPING YOU INFORMED

Communication and consultation with unions and key employer groups has played a crucial role in developing reforms to workers compensation. WorkCover has been actively working with industry for the past two years to make the system work better, particularly for small to medium sized businesses.

In the coming months WorkCover will be seeking input from industry on a range of issues to further improve the premium system.

The NSW Government has been working hard to ensure that reforms to workers compensation deliver major improvements for the Scheme, employers and for injured workers.

Further details about upcoming consultation and reforms to the workers compensation Scheme are available from the WorkCover website www.workcover.nsw.gov.au

Thirty inspectors

receive new National Award

NSW MINISTER for Commerce, John Della Bosca has presented diplomas to new WorkCover inspectors at a graduation ceremony at the University of Newcastle's Ourimbah Campus.

Principal Inspector William Hopkins, who has been at WorkCover for more than 16 years, was awarded the Advanced Diploma of Government (Workplace Inspection) – the first of these qualifications issued by any jurisdiction in Australia.

The *Robert Young Memorial Award* was presented jointly to Nigel McNair and Janet Corbett for outstanding achievement in the class. The award honours the memory of one of WorkCover's longest-serving inspectors who recently died after a long illness.

This was the second intake of new inspectors to qualify for a new nationally-recognised qualification. As part of their 18 months training, inspectors are exposed to all aspects of workplace safety including legislative enforcement, management of risk, giving evidence and investigating accidents.

The Advanced Diploma is a specialist qualification required by those responsible for the management of statutory investigation and enforcement of legislative requirements under workplace occupational health and safety legislation and/or workers compensation legislation and/or injury management legislation. It has been tailored to meet the needs of senior workplace Inspectors acting under the authority of this legislation.

To achieve the qualification a WorkCover NSW Inspector must meet the requirements for 15 units of competency at the Advanced Diploma level. These include the competencies:

- investigate complex issues
- manage emerging issues
- improve compliance through industry partnerships
- represent and promote the organization
- manage diversity.

Principal Inspector Hopkins has also demonstrated competence in specialised units that include:

- manage policy implementation
- manage regulatory compliance
- direct complex project activities.

The levels of performance required to achieve it demonstrate that recipients are both managing and promoting, at a high level, WorkCover's primary function of working with industry to improve the health and safety of NSW workplaces.

The Minister said the important role the new inspectors were embarking on could not be underestimated.

The graduates would play a crucial role in helping employers and workers in NSW enhance their workplace safety and understand their OHS obligations.



Principal Inspector William Hopkins recipient of the first Advanced Diploma of Government (Workplace Inspection).

From Left: John Watson General Manager OHSD, Principal Inspector William Hopkins, Minister Della Bosca.



Graduating recipients of the Diploma of Government (Workplace Inspection), Jon Blackwell CEO and the Hon John Della Bosca MLC (centre). John Watson General Manager OHSD (right).



L to R: The Hon John Della Bosca MLC, Jon Blackwell, WorkCover CEO, Inspector Janet Corbet, (winner of the Robert Young Memorial Award. The other award recipient, Nigel McNair was absent), Alison Sweet (Robert Young's daughter), John Watson General Manager OHSD.

"By working closely with industry, WorkCover inspectors have contributed to one of the lowest injury rates seen in NSW for the last 15 years," he said.

"I am confident these graduates will continue this work by providing ongoing consultation and education on a range of OHS and workers compensation issues.

"These graduates will be joining the largest and most active workplace inspectorate in the nation. With more than 300 inspectors, WorkCover NSW is in a strong position to make major inroads into improving OHS in this State.

"The NSW Government, in partnership with WorkCover, industry and workers is aiming to reduce the number of workplace fatalities by 20 per cent and reduce the workplace injury rate by 40 per cent in the next seven years," Mr Della Bosca said.

AN OPPORTUNITY TO MAKE A DIFFERENCE IN NSW WORKPLACES

Are you interested in applying to become a WorkCover Inspector? The 2006 Inspector Recruitment Program will commence in the near future.

Keep an eye on our website for more information to appear as it becomes available. Go to www.workcover.nsw.gov.au

year in review

FIGURES ON THE WORKERS COMPENSATION

COMMISSION'S 2005 operations show an increase in disputes resolved. The Commission recently released its 2005 Annual Review, a summary of its operations in 2005, showing an overall increase of 24 per cent in disputes resolved and a modest three per cent decrease in applications registered, compared to the previous year.

"In its fourth year of operations, the Commission's results for 2005 show an impressive increase in our dispute resolution rate" said Workers Compensation Commission President, Justice Terry Sheahan.

"We continually strive to improve our work practices and look for ways of streamlining our operations. I think the success of this approach can be seen in our increased dispute resolution."

The Commission receives many applications that have more than one issue in dispute. In 2005, the 12,761 disputes that were received actually equated to 21,004 issues in dispute.

One dispute application form can include multiple issues such as compensation for weekly benefits; medical, hospital and related expenses; compensation for permanent impairment; and pain and suffering.

"Despite the complexity of multiple issues, the time taken to resolve disputes has remained steady. Of the disputes resolved in 2005 that did not have a medical or arbitral appeal, 70 per cent were resolved within 26 weeks and 85 per cent were resolved within 39 weeks." said Justice Sheahan.

The Commission received 244 applications for mediation in relation to work injury damages, up from 50 in 2004. A worker must be able to establish that he or she has a whole person impairment of at least 15 per cent or more before an application for mediation can be lodged. Since the legislative changes in 2002, there has been a progressive increase in the understanding of the new requirements and this is evident from the 2005 figures on mediation.

Looking to the year ahead, the Commission's operations will be influenced by the legislative changes relating to the *Workers Compensation Legislation Amendment (Miscellaneous Provisions) Act 2005*. These changes, when proclaimed, will provide the Commission with further opportunities to streamline its operation to ensure injured workers receive even more timely resolution of their workers compensation disputes.

The 2005 Annual Review can be viewed on the Commission website. Visit www.wcc.nsw.gov.au

Seizure of

fireworks,

South Western Sydney

In early January and February 2006 WorkCover Inspectors, supported by officers from the NSW Police, attended various properties in Sydney's South Western suburbs following information received about storage and sale of illegal fireworks.

In NSW, possession, storage, sale or the use of fireworks without a licence issued under the *NSW Explosives Regulation 2005* is illegal.

At Wallacia in January, WorkCover inspectors searched a semi rural property and found three shipping containers of fireworks. Inspectors also discovered and collected evidence of illegal activity at the site.

Approximately 25 tonnes of pyrotechnics, ranging from small 'throwdown' type devices through to large commercial aerial shell type mortars and commercial supplies were found. The destructive potential of the illegal fireworks and devices could have led to injury or death of inexperienced or unqualified person purchasing and using them.

In early February 2006, another two rural residential properties near Wallacia were also inspected following further intelligence received by WorkCover Inspectors and NSW Police. At those locations, WorkCover inspectors again found quantities of fireworks and devices along with evidence of illegal storage and sale.

The seizure of nearly 25 tonnes of illegal fireworks in January and February this year was by far the largest in NSW history. The seizure has significantly reduced the risk of injury and death to persons purchasing these fireworks and using them without proper training and instruction. The *Explosives Regulation 2005* places a strong emphasis on the security and safety of the community and it is therefore vital that all illegal activities such as those discovered earlier this year are brought to the attention of WorkCover and the NSW Police.

The seized fireworks are currently being destroyed.

Helping you

start a business

SO YOU'RE ABOUT TO BECOME AN EMPLOYER...

Starting a business can be both a very satisfying yet stressful time, especially if you are employing staff. First time business owners frequently contact Workcover's Business Assistance Unit aware that they have occupational health and safety (OHS) and workers compensation responsibilities, but unsure about how to meet them.

To assist small and medium businesses, including first time employers, the unit has recruited ten new Business Advisory Officers (BAOs). Located throughout regional NSW, the BAOs are well equipped with knowledge, resources and a range of services they can offer to assist employers.

WORKSHOPS AND SEMINARS

Business Advisory Officers run free workshops and seminars regularly in their regions and metropolitan areas. These workshops are an opportunity for you to receive practical advice and learn directly from experts in OHS, workers compensation and injury management. If you can gather a group of ten or more participants, you can request a workshop and we'll do the rest.

SAFE BUSINESS ADVISORY DAYS

Business Advisory Officers work in partnership with relevant business associations to deliver Safe Business Advisory Days across the State. These days consist of workshops and one-on-one advisory sessions and are a great way to network with other businesses from your local area.

ONE-ON-ONE ADVICE

If you have a query about your workplace safety or workers compensation, you can contact your local Business Advisory Officer by phone or email to have your questions answered. You can also request to meet face-to-face at a location of your choice, such as the local WorkCover office or your workplace. This way you are assured of receiving the advice you need tailored for your business.

WORKPLACE ADVISORY VISITS

As part of their roles, Business Advisory Officers can undertake free workplace advisory visits to work with you to improve safety in your workplace.

SAFE BUSINESS IS GOOD BUSINESS WEBSITE FOR SMALL BUSINESSES

WorkCover has developed a new website specifically for small businesses to make it easier for them to make their workplaces safer and meet their OHS, workers compensation and injury management responsibilities.

The website has a selection of basic and practical information organised by industry to help small businesses understand what their OHS and workers compensation requirements are and how to meet them.

Useful publications, frequently asked questions (FAQs), tools and checklists were selected for the website based on their ability to provide simple and practical information for small businesses.

The website also lists workshops and events being held by the BAU. Go to www.workcover.nsw.gov.au/safebusiness

SAFETY BUS

WorkCover's Safety Bus is a mobile resource centre delivering education and advice to businesses around NSW. Business Advisory Officers can bring the bus to your local event on request to deliver one-on-one advice or workshops.

WE CAN HELP YOU!

If you are starting a business or have an existing small or medium sized business and would like to request a service or discuss how we can help you with your workplace safety or workers compensation, contact the Business Assistance Unit by phone **13 10 50** or email businessassist@workcover.nsw.gov.au

WHAT SMALL BUSINESS PEOPLE ARE SAYING ABOUT BAU WORKSHOPS!

"Great, easy and informative workshop. Not intimidating or overwhelming in content. Great lead in to one-on-one assistance in the actual place of work."
(Employer in communication services industry)

"A valuable workshop... A must for any employer, including those who have an OHS policy as well as those in the process of setting up a policy for their employees."
(Employer in manufacturing)

"All small businesses should attend a workshop."
(Employer in manufacturing)

launches new

Small Business Safety Pack

'What does compliance look like?' is a refrain often voiced by small business operators.

To help small business operators develop basic management systems, improve their capability to manage safety and comply with their legal obligations regarding occupational health and safety, workers compensation and injury management, NSW Minister for Commerce, John Della Bosca has launched the *Small Business Safety Pack*.

The safety pack is a practical approach to help small business operators achieve compliance and is founded upon six key safety elements.

- Management commitment
- Consultation
- Safe work procedures
- Training and supervision
- Reporting safety
- Workers compensation and return to work.

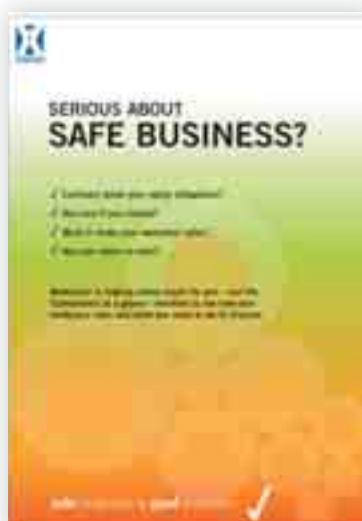
The pack also includes a 'compliance at a glance' checklist that allows employers to determine how they rate and what they need to do to improve safety in their workplaces.

Whether starting from scratch or just building upon what is already in place, employers are encouraged to involve their workers in identifying and resolving safety issues, and ensure that everyone has a clear understanding of each other's responsibilities.

The implementation of safe work procedures and the training and supervision of workers to ensure they understand the procedures and perform them correctly go hand-in-hand. And prioritising tasks that need to be addressed to improve workplace safety and developing realistic timeframes for their completion are also essential ingredients to a successful safety management system.

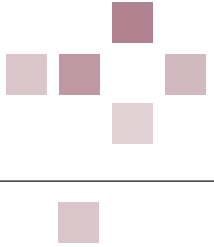
Together with the safety pack, the Minister has launched an online safety self-assessment tool that allows employers to assess their safety and injury management systems – and compare the results against their peers.

Further assistance, and a free copy of the *Small Business Safety Pack*, is available to small to medium business operators from the WorkCover Assistance Service and Business Assistance Unit on **13 10 50**, by visiting www.workcover.nsw.gov.au, requesting free on-site assistance from a WorkCover officer, attending a small business workshop, or contacting a Scheme Agent or relevant industry association.



Serious

about Safe Business



NSW MINISTER FOR COMMERCE, John Della Bosca has launched the new project *Serious about Safe Business* to protect the staff and livelihood of small and medium businesses.

The project aims to help businesses set up workplace safety systems with do-it-yourself and assisted learning tools – improving compliance with OHS and workers compensation legislation.

This latest project is part of WorkCover's ongoing drive to help small and medium sized businesses. Other programs have included small business consultancies and information products like the Small Business Safety Starter Kit and Small Business Checklists.

WorkCover also established the Business Advisory Unit 18 months ago to give practical assistance and advice through workshops, on-site advisory visits, online information products and other services.

Serious about Safe Business was launched on 30 June because many employers wanted a clearer understanding of their obligations in complying with OHS and workers compensation, injury management and legal obligations. They also wanted assurance that WorkCover would recognise their dedication to safety.

Products have been developed in consultation with small business operators. They feature new and simpler compliance, based on the six key elements that foster safe workplaces. They are: management commitment; consultation; safe work procedures; training and supervision; reporting safety; workers compensation and return to work.

Serious about Safe Business includes a simple compliance rating tool, an on-line self-assessment tool and the *Small Business Safety Pack*. It also covers a wide range of practical, hands-on workshops that help employers work with their employees to set up basic safety systems, develop procedures or tackle specific hazards.

The program encourages business operators to seek free on-site assistance from WorkCover's business advisory officers or inspectors. Workshop certificates earned from the package, assessment results, action plans, safe work procedures and other evidence of safety improvement can be given to inspectors and advisory officers. If necessary they can help employers determine where other improvements are needed.

WorkCover will be working with small business operators, industry associations and Scheme agents over the next year to ensure new products and services are tailored to meet the varying needs of employers and workers.

WorkCover Sponsors

Reconciliation Awards



WorkCover NSW recently celebrated Reconciliation Week with sponsorship of two awards in The Reconciliation 2006 Aboriginal Artists Art Competition.

Organised by the Office of Fair Trading and Gosford Regional Gallery the annual competition provides an opportunity for local Aboriginal artists to showcase their work and promote reconciliation.

Caption: Chris Moore and Moira Heath of WorkCover NSW alongside Bear Anderson's painting titled *My Mob* which won the WorkCover Encouragement Award.

National Certificate of Competency

TO ENSURE THAT WORKPLACES ARE SAFE and only appropriately qualified licence holders erect scaffolds, perform rigging and dogging, and operate industrial equipment, WorkCover is undergoing a process of converting pre national certification standard licences to current National Certificates of Competency.

If you hold a NSW Certificate of Competency to operate equipment issued before 1997, you need to convert to the National Certificate of Competency (NCOC). From 2 September 2006, NSW Certificates of Competencies will no longer be recognised – although NSW state certificates for formwork and explosive power tools remain valid.

Applications for conversion to the new National Certificate of Competency and proof of identity forms are available from www.workcover.nsw.gov.au, or you can phone **13 10 50** for copies. Organisations requiring information relating to bulk lodgement of conversion applications should phone **1800 335 976**.

HOW TO CONVERT

1. Complete the forms.
2. Obtain JP certified copies of your old certificate and the appropriate identification documents.
3. Send them to WorkCover NSW Locked Bag 2906 Lisarow NSW 2252. or submit them at any WorkCover office.
4. Pay \$30 licence processing fee.

All applications must be lodged before 1 September 2006. Applicants who lodge their documents after this date will be required to apply for a full reassessment through a WorkCover accredited assessor in order to obtain a National Certificate of Competency.

Due to the large number of conversion applications, NSW Certificates of Competency issued before 1997 will continue to be recognised until 31 August 2007. After this date they will no longer be recognised.

Construction

workers

require new certificates



AFTER 1 SEPTEMBER 2006, a WorkCover Construction Certificate will be the only valid proof of construction training.

Applications are no longer being accepted for the conversion of 'green cards' and pre-March 2004 construction induction training, as the two-year availability for the conversion process ended in March this year.

If you are still waiting to receive your new Construction Induction Certificate or are in the process of re-training, WorkCover has extended the date that green cards and pre-29 March 2004 certificates can be accepted as proof of training until 1 September 2006.

This means you can continue construction work while you are waiting for your certificate to arrive. If you lodged a conversion application by 31 March 2006, your application is being processed and a new construction induction certificate will be dispatched to you.

Keep in mind that this extension is temporary, and from Saturday 2 September 2006, only a current WorkCover Construction Induction Certificate will be accepted.

TRAINING NEEDED?

If you did not lodge a conversion application or were ineligible for conversion you must undertake training/retraining with a WorkCover accredited trainer and obtain a WorkCover Construction Induction Certificate.

Your training must be completed by 1 September 2006. The Statement of Training form issued on the day of the training is valid for 30 days while your new certificate is being processed.

WHAT HAPPENS AFTER THE DEADLINE?

Employers, including the self-employed, who fail to ensure their workers hold a valid Construction Induction Certificate from 1 September 2006, will be in breach of the *Occupational Health and Safety Regulation 2001*.

QUESTIONS?

For any queries, contact the Construction Induction Hotline on **1800 335 791**.

First Australian test for **workers exposed** to benzene



The WorkCover NSW Chemical Analysis Branch at Thornleigh has recently purchased and commissioned a new liquid chromatograph/mass spectrometer testing instrument. WorkCover NSW is now able to offer the best possible biological monitoring test for workers exposed to benzene vapours at the workplace.

Benzene is a colourless, highly flammable liquid that has a variety of industrial applications and is used in the production of many different types of organic chemicals, detergents, pesticides and paint removers. Benzene is also a significant component of petrol (approximately five per cent) and consequently is of occupational interest to workers in the petroleum industry.

Benzene is a 'category one' confirmed human carcinogen. This means that there is sufficient evidence in the literature to establish an association between human exposure to benzene and the development of cancer. Acute benzene exposure interferes with the human body's central nervous system while chronic exposure can cause leukaemia – a form of cancer of the blood.

The NSW OHS Regulation indicates that an employer must provide health surveillance for employees who are exposed to hazardous substances such as benzene if there is a risk to the health of those employees.

WorkCover NSW's Chemical Analysis Branch can now monitor for S-Phenylmercapturic acid (PMA) in post-shift urine samples. PMA is a breakdown product or metabolite of benzene. Finding high or moderate levels of PMA in the urine of workers exposed to benzene vapours is a good indicator of recent exposure. For this test, 50mL of urine needs to be collected as close as possible to the end of a work shift. This is because a worker who inhales or absorbs some benzene will pass the PMA out of their body in the urine in a matter of hours. As a matter of fact, within 9 hours of exposure, half of the absorbed dose of benzene would have passed out of the body.

The new test will replace the previous muconic acid in urine test which has been offered by the Chemical Analysis Branch at WorkCover NSW for the last few years. The PMA test is recognised to be an improvement on the muconic acid test because it is a more specific biological marker of exposure to benzene than muconic acid.

WorkCover's analysis method will be capable of detecting down to 1 microgram of PMA per litre of urine. This is the first time that PMA is being offered as a routine test by an Australian laboratory and combined with the accuracy of the latest technology coming with our new testing instrument we hope that many employers and employees will be able to get the best possible biological monitoring data about their exposure to the carcinogenic chemical benzene.

The fee for the test is \$220 per sample including GST.

OUR NEW NAME

We have a new name: Chemical Analysis Branch.
We are now in the TestSafe Australia part of WorkCover NSW. Our address, phone, fax and email contact details have not changed.

TestSafe Australia – *Chemical Analysis Branch*

ABN 94 084 639 032

5A Pioneer Avenue Thornleigh NSW 2120
AUSTRALIA

Telephone: 61 2 9473 4000

Facsimile: 61 2 9980 6849

Email: lab@workcover.nsw.gov.au

WorkCover Assistance Service **13 10 50**

Website: www.workcover.nsw.gov.au



Entering the 2006

Safe Work Awards

IT'S YOUR CHANCE TO THROW YOUR HAT into the ring for the 2006 WorkCover Safe Work Awards. If you have in some way contributed towards a safer work environment, then you could be eligible to enter these prestigious awards.

Designed to promote and recognise high standards of occupational health and safety in NSW workplaces, the awards are a great opportunity to have your contribution recognised.

You'll be joining a long line of previous award winners, including maintenance fitter Mario Tuccio (pictured centre opposite), who was awarded 2005 Workplace Safety Champion for his dedication over many years to raising awareness of safety issues among co-workers and management.

HOW TO ENTER

Entrants are required to submit a written application form, available at www.safeworkawards.com.au or by calling WorkCover on **(02) 4321 5344**. The closing date for entries is 5pm, Friday 7 July.

Once a WorkCover panel assesses these applications, the short-listed entrants receive a worksite visit from a WorkCover inspector. The award finalists are selected from this shortlist and their application goes before a Final Judging Panel, made up of senior representatives from WorkCover NSW, trade unions, employer groups and specialist OHS advisory bodies.

Winners will be announced at an Awards Dinner and Ceremony on Wednesday, 18 October 2006 at the Waterview Convention Centre, Homebush.

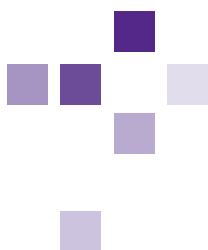
As the Safe Work Awards are aligned with the national Safe Work Australia Awards, winners in each category are automatically entered into the national awards.

Tickets to the dinner cost \$110 per person or \$990 for a table of ten. Be sure to book your place early to avoid missing out. Call Hanna O'Sullivan, Australian Exhibitions and Conferences, ph: **(03) 9654 7773** or visit www.thesafetyshow.com

2006 AWARD CATEGORIES

1. Best workplace health and safety management system
2. Best solution to an identified workplace health and safety issue
3. Best workplace health and safety practices in a small business
4. Public sector leadership award for injury prevention and management
5. Best individual contribution to workplace health and safety

Be quick. Entries for the 2006 WorkCover Safe Work Awards close on Friday, 7 July 2006. For an application form, contact WorkCover on **(02) 4321 5344** or go to www.safeworkawards.com.au



Mario Tuccio

Workplace Safety Champion

FROM INVENTING A FLY SAW LIFTING JIG, to helping prevent hearing loss in high school industrial apprentices, few OHS issues escape Mario Tuccio's attention.

Winner of Workplace Safety Champion at the WorkCover NSW 2005 Safe Work Awards, Mario has spent over 20 years promoting workplace safety.

A maintenance fitter and union delegate at One Steel, Kembla Grange, Mario has served on the OHS Committee for 21 years, 16 years of which he has spent as Chairman.

"Safety was never a big deal back in the days when I first got involved, so it was worth making an issue of," explains Mario.

"Now all this has changed because companies realise that injured workers cost them money.

"My incentive for being involved is that I have seen how safe work practices can change people's lives. When I injured my back on the job and was off work for two months, it was the simple things I missed like being able to go out and hit ball with the kids.

"Even when you're rehabilitated and back on the job, you still have in your mind the fear that you may become injured again."

INVENTION OF THE FLY SAW LIFTING JIG

Before Mario invented the fly saw lifting jig, the heavy blades of the saw had to be manually lifted out of their container by two workers each time they became blunt. The weight of the blade and the awkward position the workers had to stand in generated many back injuries.

When management sent around a flyer asking if anyone had any suggestions for doing the job safely, Mario decided to invent a fly saw lifting jig.

"I experimented with a few different ways of designing it. With the help of a draftsman and computer, we managed to figure out a design. I made up a model and went to the company with the concept," says Mario.

"The company engineers fine-tuned the design and we started using the jig. Everyone was happy as not only did it prevent injuries, but now only needed one operator instead of two. Since then there hasn't been a single back injury from changing the saw blades."

PREVENTING HEARING LOSS IN APPRENTICES

When invited to give a speech to aspiring apprentices at Warrawong High School, Mario was surprised to discover that hearing safety equipment was not provided to industrial art students and teachers.

As a direct result of his letters to the government, the school was provided with the appropriate protection equipment. The school now has a hearing conservation program and One Steel supported Mario's initiative by providing an engineer as an advisor.

TOOLBOX MEETINGS

Rather than just reacting to a workplace accident, Mario has introduced risk management strategies in an effort to be proactive about workplace safety.

Regular toolbox meetings are held to discuss issues and come up with new ways to promote safety. One of these initiatives is the Safety Walk, which has become a highly successful strategy for making workers aware of safe work practices.

"Every day a nominated worker and supervisor do a walk around the factory floor, observing how their colleagues are working. A report is made that notes all the safety breaches, such as someone not using their grinder correctly or not wearing their safety glasses," says Mario.

"In the early days it was a bit difficult as people felt they were spying on their workmates, but now it has been going for 12 months and people are very supportive as there have been no accidents in this time and no lost time injury. Previously we had an injury every few weeks."

Mario has also spearheaded the introduction of a safety induction program for new workers and the implementation of a safety register for all chemicals brought on the premises. He is constantly on the lookout for new ways to improve safety and gains immense satisfaction from the unblemished OHS record of his workplace.



program

reaches out to 7000 staff



PACIFIC BRANDS STAFF WERE INSPIRED by the stories of Paralympians Nigel Smith and John Marshall when the two men gave presentations as part of the company's week-long safety promotion.

The presentations were so well received, that Pacific Brands has streamed a video copy of them on its intranet, reaching more than 7000 employees.

Nigel and John met staff on a day the company had dedicated to a *Cost of Safety* message.

Through their stories, the two men personalised workplace safety management. They talked about how they had been injured, what could have been done to prevent the accidents and outlined their rehabilitation and return to work as well as the personal costs.

Nigel was involved in a heavy industrial accident in 1993 suffering multiple fractures and extensive tissue loss. His left leg was amputated.

John became a paraplegic when he was involved in a motorcycle accident while working as a police sergeant more than 20 years ago. Today they both still work for the same organisation that employed them at the time of their accidents.

They maintain activity, family, social and community lives. They have a passion for workplace safety that is clearly evident in their presentations, and they encourage an "It's everyone's responsibility," approach to managing safety.

To answer the question "Why is it so important to manage safety in the workplace?" during his presentation Nigel asked, "Whoever thinks that safety is common sense, should raise their hands" and, "Who has never done anything stupid, should put their hands down."

"This simple exercise powerfully demonstrates why it is we must have a robust safety management system established," Pacific Brands National Safety and Environment Manager, Chris Logan said.



L to R: Trent Raymond, Pacific Brands OHS&E Coordinator NSW; Nigel Smith, Paralympian and Greg Marlow, Bonds National Distribution Manager.

"Pacific Brands commends WorkCover NSW for the Paralympian Sponsorship Program. This program gives employers a valuable opportunity to personalise the workplace safety message," Chris said.

Pacific Brands markets some of the most recognised brands in Australia and New Zealand including Berlei, Bonds, Clarks (children's), Dunlop, Everlast, Grosby, Holeproof, Hush Puppies, King Gee, Slazenger, Sleepmaker, Tontine and Sheridan, and more. The company employs more than 7000 people in the manufacture, sourcing, marketing and distribution of these brands.

"Pacific Brands has long recognised its people as the company's strongest asset, accordingly managing their safety is a primary focus," Chris said.

"The Paralympian presentations were a key component of our BRANDSSAFE© Week activities, which targeted each of our employees with the *Cost of Safety*, *Making Change*, and *Target Zero Injuries* messages."

"The message we wanted to relay was that because pain and disability do not stop when someone finishes work for the day, the individual, their family, and the community are impacted by the inability to perform the day to day activities we all take for granted. like playing with our children; participating in sports; attending social gatherings; and more.

"Also there's the effect of reduced income to consider, and the potential for that to make doing the things we like, such as going out for dinner; a day at the footy; or that weekend away outside of financial reach, or worse still, making it difficult to make ends meet.

"The psychological impacts of these factors, and those associated with the effect of pain on mood, alienation from the workplace and from social networks should not be underestimated."

Issue 64 of *WorkCover News* featured a similar presentation by John Marshall to Nestle Australia employees.



Paralympian John Marshall.



Tony Cranston, Operations Manager Bonds Industries introduces Paralympian Nigel Smith.



Paralympian Nigel Smith.

Young Workers



It is an unfortunate fact that more than 20 young workers suffer injury at their workplaces every day. WorkCover NSW has launched a new website on 1 May 2006 to promote the rights and OHS responsibilities of young workers and to raise their awareness of safety at work.

A feature of the site is the 'Don't Risk It' online safety game that challenges the user to prevent an identified risk by placing an object such as a 'wet floor' sign over a spillage to alert someone to the risk of slipping and being injured. The game introduces the concept of risk awareness and is designed to assist in reducing injuries to young workers by reinforcing positive responses to potentially dangerous situations.

Awareness of the young workers website has also been raised through the distribution of 4500 t-shirts and more than 8000 copies of *Starting Work – Know Your Legal Rights* throughout the State. Free downloads, including wallpaper for mobile phones and screen savers for PCs and Macs, also supported the campaign.

The Young Workers Poster Competition ran from 1 May to 30 June 2006. The prize pool of \$20,000 included:

- High school – winner \$2000; 10 runners-up \$500; and 16 runners-up iPod nanos
- Tertiary – winner \$3000; second \$2000; third \$1000; and 16 runners-up iPod nanos

Entries from around the State have included: University of Sydney, Western Institute of TAFE, Wollongong Institute of TAFE, Blacktown Girls High, Birrong Girls High, Kanahooka High, Kurri Kurri High, Sefton High, Wadalba Community School, Malek Fahd Islamic School, St Paul's College Kempsey, and Coffs Harbour Education Campus.

A list of winners will appear in the next issue of WorkCover News.

Raise your risk awareness: visit the Young Workers site at www.workcover.nsw.gov.au and select the 'Don't Risk It' game.



Farm safety on display

RURAL FIELD DAYS ARE A GREAT CHANCE to obtain practical safety and workers compensation advice for your farm. Animal handling, fuel tank modification, shearing shed design and ATV safety are just a few of the many planned displays.

Information and expert advice will also be available on the new Silos Code of Practice, safe use of agriculture chemicals and changes to the Dangerous Goods Legislation.

Business advisory officers will be available at the WorkCover site to answer your questions and provide personalised advice on safety and workers compensation issues. With them will be the recently commissioned Safety Bus – a mobile resource centre designed to provide safety solutions across rural NSW.

Representatives will also be on hand from NSW Farmers, Farmsafe NSW, NSW Department of Primary Industries, NSW Police Rural Crimes Unit, the Australian Workers Union and the Country Women's Association.

Not just of benefit to adults, rural field days are a good opportunity for school children to learn about farm safety. With 17 people killed and over 43,000 major injuries on NSW farms in the past three years, farm safety is a topic of importance to both current and future generations.

Visit the WorkCover site at your local rural field day to receive a free CDROM containing over 400 safety publications and an application form for the \$200 Power Take-off rebate.

FOR YOUR DIARY

During 2006, WorkCover will attend the following rural field days:

- AgQuip, Gunnedah
22–24 August 2006
- Henty Machinery Field Days, Henty
19–21 September 2006
- Australian National Field Days, Orange
17–19 October 2006
- Farming Small Areas Expo, Richmond
10–11 November 2006

New publications

THE REVISED THIRD EDITION of the guide to *Reading labels and material safety data sheets* (Catalogue No. 400) is now available.

This guide is particularly useful for workers who use chemicals supplied to their workplace, and also for trainers when conducting courses. The guide is also designed to assist employers to meet their responsibilities under the *Occupational Health and Safety Regulation 2001* to provide instruction and training to help employees understand the information on labels and in material safety data sheets (MSDS), and how to apply this information.

The guide clearly sets out vital information to inform workers about:

- what the chemical is
- where to get advice and information about chemicals
- what the hazards and risks are when using chemicals
- how to be protected from harm that could arise from the risks.

Clear definitions of hazardous substances, dangerous goods and scheduled poisons are set out in the guide, along with the responsibilities of manufacturers and suppliers of chemicals to provide labels on containers and to prepare MSDS for those goods classified as hazardous substances or dangerous goods that they supply to workplaces.

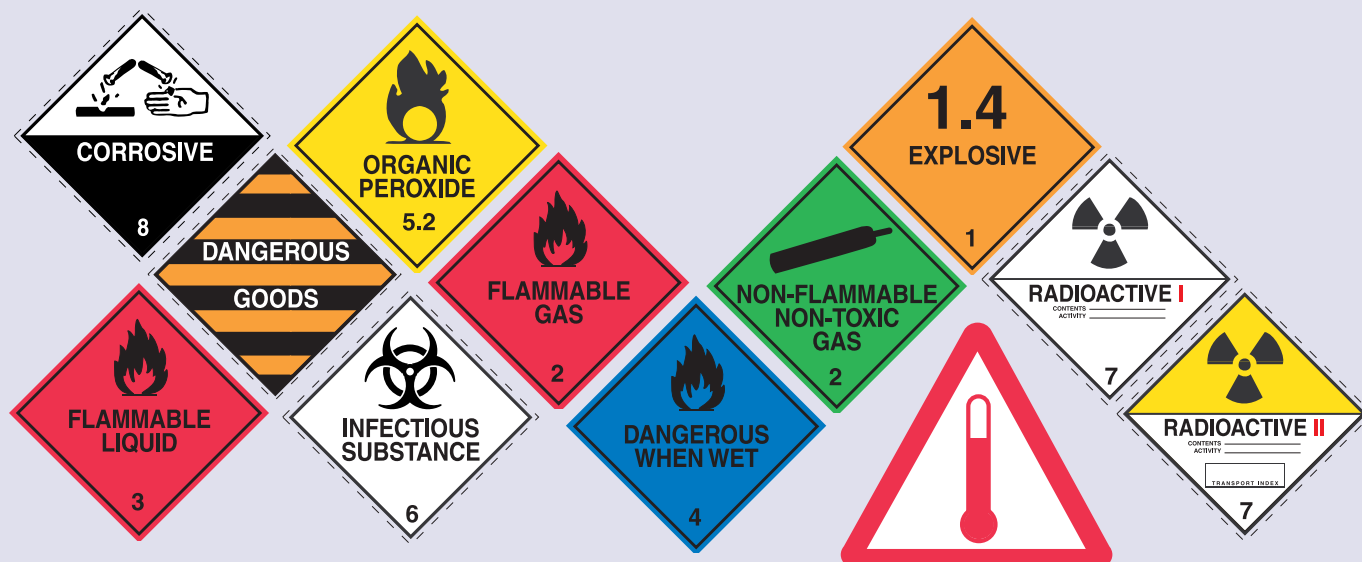
The guide states that the information on labels should include both the trade name and common chemical name, risk phrases such as 'Toxic if swallowed', safety phrases such as 'Keep container dry' and directions for use of the chemical. First aid and emergency procedures must also appear on the label, along with details of the manufacturer or supplier.

The section on symbols for dangerous goods provides a clear illustrated guide on how to interpret the distinctive 'diamond' symbols and colours in each of the dangerous goods Classes.

Employers and workers will also find the information on MSDS in the workplace particularly useful:

- keep copies of MSDS for each chemical or product used and place copies in a register
- store the MSDS in a place that is accessible to everyone
- make sure everyone is trained to be familiar with the contents of the MSDS for the products they use
- make sure workers are trained in safe use – base this training on the advice in the MSDS
- make sure that the MSDS is complete and not more than five years old.

You can obtain a copy of the guide to *Reading labels and material safety data sheets* by visiting the WorkCover NSW website www.workcover.nsw.gov.au, or by obtaining a copy of the *Talk safety with us* CD-ROM from the WorkCover Publications Hotline **1300 799 003**.



client violence

in residential care services

WorkCover's Health and Community Services Industry team will complete a year-long project in August in the management of client related violence in non- government residential care services.

Most of the organisations taking part in the project offer residential services, including group homes, to people with disabilities. The remainder provide crisis care residential refuge accommodation for adults and children.

The team identified levels of compliance and areas for improvement in the systematic management of OHS risk.

Most organisations were keen to show how their work systems for managing client-related violence met the legislated OHS risk management obligations.

Similarly, considerable interest was shown by the organisations in the project's assessment tool. The tool, incorporating many of the checklists from the *Community Services Safety Pack* (WorkCover Cat. No.4421), is readily adaptable.

A high level of compliance was found. Organisations with comprehensive systems were pleased they met most or all of the assessment tool criteria.

Many reported a 'cultural shift' in the industry towards an improvement in its ability to identify and control client risks appropriate for their organisation.

Organisations with few or less comprehensive systems said they would use the assessment tool criteria as a base for compliance.

The project highlights WorkCover's aim to work with stakeholders to create safer workplaces and a speedier return to work for injured workers.

The following is a summary of areas for improvement:

- OHS consultation: develop and implement procedures for the OHS Committee. An OHS representative is involved in investigations; consulting with employees following incidents in the review of risk assessments and control measures for the clients; developing and implementing procedures for liaising with a labour hire agency about ongoing consultation and feedback when their staff have been involved in an incident or when the client's risk profile changes.
- Safe systems of work: provide written referral information on client behaviour and history of violence from the referral agency prior to placement; review risk assessments and control measures and implement appropriate control measures for the client/premises/ vehicle following incidents or when the potential risk from client-related violence changes; develop and implement emergency procedures for vehicles off-site.
- Safe premises: perform risk assessments for the most appropriate emergency communication system appropriate for the group home/premises; provide safe havens for workers based on risk management process.
- Safe plant: develop and implement a purchasing policy that refers to OHS risk management, consultation, potential for risks of violence or trials of plant on site; conduct a risk assessment on the work vehicle prior to purchase.
- Information, instruction training and supervision: provide ongoing specific training, eg challenging behaviour; include procedures for working alone and the premises layout/risks in site specific induction training; develop and implement procedures.



Information and assistance was also given on other OHS, workers compensation and injury management issues such as manual handling risks of client transfers, register of injuries, Material Safety Data Sheets, testing and tagging of electrical appliances, injury management, fire extinguishers and emergency procedures.

DISABILITY SERVICES OCCUPATIONAL HEALTH AND SAFETY PROJECT LAUNCHED LAST AUGUST

The Disability Services Occupational Health and Safety Project (DSOP) was launched on 31 August 2005. The project aims to encourage the disability services sector to provide essential services to people with a disability and simultaneously meet their occupational health and safety obligations.

Essential community services are provided in accommodation and community support, community access, respite and employment services.

The project was jointly funded by WorkCover NSW and ACROD NSW. ACROD is the State division of the peak body for disability services.

A working group of representatives of ACROD NSW, WorkCover NSW and the Department of Aging, Disability and Home Care is leading the project. Issues identified as a platform for further investigation include:

- developing and promoting a sensible approach to OHS risk management where the risks are appreciated, understood and managed
- identifying key risk areas that require attention
- identifying and promoting relevant guidance material to improve risk management
- providing practical advice, such as fact sheets on how the disability services sector can meet its OHS obligations.

The working group has identified three priority areas for development of practical guidance: manual handling, dealing with violence, and working in remote locations.

Forums on manual handling and dealing with violence have been held with representatives from the disability sector and government. A forum on working in remote locations was held in March 2006.

Information on the project will be sent to the sector by late 2006.

safety with us



NEW TESTING AND TAGGING LAWS – WHAT EMPLOYERS NEED TO KNOW

Safety regulations for electrical equipment in the workplace have been simplified as a result of WorkCover consultations with employers and union representatives.

Prescriptive requirements and ambiguities in the previous regulations have been amended to make compliance easier for employers, particularly small businesses.

The *Occupational Health and Safety Amendment (Electrical Equipment) Regulation 2006*, was gazetted on 28 April 2006 and now specifically identifies working environments where testing and tagging of electrical equipment is required, such as construction sites or other *hostile operating environments*.

Hostile operating environments exist where electrical equipment is likely to be damaged during normal operations. This includes an operating environment that may cause mechanical damage to the equipment or where the equipment may be exposed to conditions such as moisture, heat, vibration, corrosive substances or dust that is likely to result in damage to the item of equipment.

WorkCover recognises that in many work environments, certain electrical equipment does not warrant a rigorous inspection and testing procedure due to its inherent low level of risk. Computers, photocopiers and similar electrical appliances commonly used in small business offices come into this category. Although testing and tagging of this electrical equipment is no longer required, employers must still ensure that any risk of injury from electricity is eliminated or, if this is not reasonably practicable, controlled.

A risk assessment must be carried out on electrical equipment that does not fit into the construction work or hostile operating environment categories. After the risk assessment, you can then implement a range of control measures to manage the safe operation of electrical equipment that is used in the workplace, including:

- routine visual checks by the equipment user
- formal visual inspections
- maintenance
- repair
- replacement

- use of fixed or portable residual current devices (RCDs) more commonly known as safety switches
- training and instructing employees in the safe use of the electrical equipment, and
- if determined as an outcome of the risk assessment, inspection and testing of identified electrical equipment.

The WorkCover publication entitled **Electrical Equipment Risk Assessment** can be used to help you undertake the risk assessment and comply with the legislative requirements described in the regulations.

Electrical equipment used in construction work must be regularly inspected and tested in accordance with the WorkCover *Code of practice – Electrical practices for construction work*.

Equipment that is on hire, or has been repaired, must also be inspected and tested regularly in accordance with the Australian Standard AS/NZS 3760.

WHO CAN INSPECT AND TEST ELECTRICAL EQUIPMENT?

Electrical equipment must be inspected and tested by a 'competent person' as defined in clause 3 of the *OHS Regulation 2001*. A 'competent person' is someone who has acquired – through training, qualification or experience (or a combination of these) – the knowledge and skills to perform a task correctly. In this context, the task is that of inspecting and testing electrical equipment.

The person must be authorised by the employer, and must have had adequate training. It is also up to the employer, as the person authorising the work, to make sure that the inspection and testing program is adequate for the needs of the workplace and complies with the legislative requirements described in regulations.

FURTHER INFORMATION AND GUIDANCE MATERIAL

The following information is available from the WorkCover website at www.workcover.nsw.gov.au. From the homepage, see the heading Highlights – New testing and tagging laws:

- *Electrical Equipment Risk Assessment*
- *Frequently asked questions – testing and tagging*
- *Occupational Health and Safety Amendment (Electrical Equipment) 2006*
- *Occupational Health and Safety Regulation 2001*.

Fatalities

THE FOLLOWING IS A LIST OF WORKPLACE FATALITIES occurring in New South Wales since those listed in Vol 63 of *WorkCover News*.

- A man was electrocuted while installing a power point.
- Two labourers were killed following an explosion in a manufacturing plant.
- A man suffered fatal crush injuries while unloading metal frames from a truck.
- An assistant surveyor died after receiving serious head injuries when he slipped and fell into a hole.
- A contractor operating a hay baler was killed when he became caught by the baler intake.
- A mechanic servicing an excavator fell into a stormwater drain, suffering severe injuries. He died in hospital a day later.
- A fitter was electrocuted when he stood on a metal workbench and made contact with a metal roof beam.
- A casual labourer suffered head injuries after falling from a roof when the ladder on which he was working collapsed.
- A scaffolder working on a demolition site fell approximately 30 metres to his death.
- A taxi driver died of head injuries after being assaulted.
- A helicopter involved in agricultural work hit overhead powerlines killing the pilot and two passengers.
- A traffic management worker died after being hit by a truck.
- A pilot died when his plane crashed during fire fighting operations.
- One man was killed and another suffered serious burns when the pole they were erecting hit power lines.
- A worker died following an explosion of air and water while changing the tyre of a mobile crane.
- A labourer died from injuries received following the amputation of his legs after an industrial incident.
- A linesman died after falling approximately six metres while repairing a defect power pole substation.
- A bee keeper was found dead while operating a forklift inside a shed.
- A tree-amenity worker died after being struck by a falling branch.
- A farm worker died as a result of serious burns when sparks ignited while he was cutting drums with an angle grinder.

Disclaimer: These reports are of a preliminary nature and are based on initial reports from WorkCover Inspectors. Full details of incidents will be available after the completion of coronial and other processes. No liability on the part of any parties referred to herein can be inferred from these reports.

Prosecution

highlights

COMPANY FINED \$110,000 AFTER DEATH OF FORKLIFT DRIVER

An Ingleburn company was fined \$110,000 by the NSW Industrial Court following the death of a 22 year old storeman.

Precision Valve pleaded guilty to a breach of section 8(1) of the *Occupational Health and Safety Act 2000*, which occurred at its Ingleburn warehouse on 6 June 2002.

WorkCover NSW told the Court that the storeman died from head injuries after being crushed between two forklift trucks.

In handing down her sentence, Justice Backman said the deceased worker was young and inexperienced, and had not received the relevant training or instruction on forklift operation that may have prevented his death.

Precision Valve was also ordered to pay costs of \$16,869 and a moiety of the fine to WorkCover.

WorkCover Chief Executive Officer, Jon Blackwell commented: "This tragic case emphasises the vital need for employers to focus on the safety of young workers, who are the highest age group at risk of injury and death in the workplace."



STATEMENT OF BUSINESS ETHICS

WorkCover NSW has a Code of Conduct that sets out the behaviour expected from all staff. WorkCover also relies upon its business associates being aware of and adhering to the same values when carrying out work on WorkCover's behalf.

WorkCover is committed to a comprehensive Statement of Business Ethics which helps to maintain its good reputation among customers, business contacts, and the wider community. WorkCover expects service providers who undertake work on behalf of WorkCover to act the same way.

This Statement of Business Ethics provides guidance for suppliers and other contractors when doing business with WorkCover.

The Statement of Business Ethics is available at www.workcover.nsw.gov.au/Publications/General/CorporateInformation

SUITABLE DUTIES: INFORMATION FOR EMPLOYERS AND INJURED WORKERS

This guide provides information for employers and workers about suitable duties that need to be provided for workers when

they are unable to return to their normal duties after an injury.

All employers in NSW must have a return to work program in place to assist injured workers with their rehabilitation, and this program should describe how suitable duties will be implemented.

Injured workers are expected to make reasonable efforts to return to work, and refusal of suitable duties could lead to suspension or reduction of workers compensation benefits.

Check out your responsibilities at: www.workcover.nsw.gov.au/Publications/WorkersComp/InjuryManagement

STATISTICAL BULLETIN 2004/05

The Workers Compensation Statistical Bulletin provides an overview of major workers compensation claims in New South Wales.

Statistical information presented in this bulletin enables industry and individual workplaces to better understand the nature and extent of a problem in their area and identify the issues for priority action.

Access the latest statistics on the WorkCover NSW homepage under the 'What's new? Highlights' section.

WorkCover NSW Offices



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GOSFORD 2250
Phone (02) 4321 5000
Fax (02) 4325 4145
Postal Address:
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Locked Bag 2906
LISAROW 2252

WorkCover Assistance Service

Office hours
8:30am – 5:00pm
Monday to Friday
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Phone 13 10 50

LABORATORIES

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5A Pioneer Avenue
THORNLEIGH 2120
Phone (02) 9473 4000
Fax (02) 9980 6849

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TestSafe Australia
Ground Floor,
919 Londonderry Road
LONDONDERRY 2753
Phone (02) 4724 4900
Fax (02) 4724 4999

REGIONAL and LOCAL OFFICES

Office hours
8:30am – 4:30pm
Monday to Friday

REGIONAL OFFICES

Newcastle

Suite C Level 1
Cnr Cowper & Fitzroy Streets
CARRINGTON 2294
Phone (02) 4921 2900
Fax (02) 4940 8558

Wollongong

106 Market Street
WOLLONGONG 2500
Phone (02) 4222 7333
Fax (02) 4226 9087

LOCAL OFFICES

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ALBURY 2640
Phone (02) 6042 4600
Fax (02) 6041 2580

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BEGA 2550
Phone (02) 6491 6600
Fax (02) 6494 7151

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Phone (02) 8882 4200
Fax (02) 9831 8246

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Phone (02) 9406 3800
Fax (02) 9413 1190

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Phone (02) 6659 1700
Fax (02) 6652 8213

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DUBBO 2830
Phone (02) 6841 7900
Fax (02) 6884 2808

Goulburn

Lower Ground Floor
159 Auburn Street
GOULBURN 2580
Phone (02) 4824 1500
Fax (02) 4822 1242

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NSW Government Offices
104-110 Banna Avenue
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Fax (02) 6964 1738

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Fax (02) 9585 0261

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Fax (02) 6622 0090

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Fax (02) 9824 0348

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Fax (02) 9891 3349

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Fax (02) 6584 1788

Sydney – CBD South

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Building C, 300 Elizabeth Street
SYDNEY 2000
Phone (02) 8260 5877
Fax (02) 9281 9633

Tamworth

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Fax (02) 6766 4972

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Fax (07) 5524 6300

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Fax (02) 6937 3616

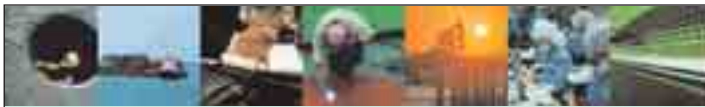
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- Introduction to RTW Coordination
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- ✓ Construction Induction (Greencard)
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WORKCOVER ACCREDITED OHS TRAINING 2006

**OHS INDUCTION TRAINING FOR
CONSTRUCTION WORKERS (GREEN CARD)**
8.30- 2pm - July 21, August 26, September 18,
October 16, November 29, December 19;

**OHS CONSULTATION TRAINING
(TRAINING FOR OHS COMMITTEES
AND OHS REPRESENTATIVES)**
4 day program 9am - 4pm July 6, 7, 13, 14;
August 10, 11, 17, 18; October 23, 24, 30 31.

RISK MANAGEMENT PRINCIPLES
9am - 4pm - Sept 27

**WRITING OHS SAFE OPERATING
PROCEDURES (SWMS)**
8.30- 2pm - Dates TBA
- individual and customized available

**RETURN TO WORK COORDINATOR
TRAINING**
9am - 4pm 2 day - Dates TBA

**EFFECTIVE CASE MANAGEMENT FOR
RTW COORDINATOR**
9am - 4pm - Dates TBA

FIRST AID
9am - 4pm - Dates TBA

STRESS MANAGEMENT IN THE WORKPLACE
9am- 4pm - October 4

PERSONAL EXCELLENCE AT WORK
9am- 4pm - Nov 22

LEADERSHIP SKILLS FOR SUPERVISORS
9am- 4pm - Dec 12

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- ✓ BSB41604 Cert IV in OHS - new in 2006
- ✓ BSB41001 Cert IV Frontline Management
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- ✓ OHS Consultation
- ✓ OHS Risk Management
- ✓ OHS Manual Handling
- ✓ OHS Construction Induction
- ✓ Return to Work Co-ordinator
- ✓ Advanced Return to Work Co-ordinator
- ✓ Senior First Aid
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- ✓ Fire Extinguisher Training
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Course Information May – December 2006

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Diploma in OHS BSB51604

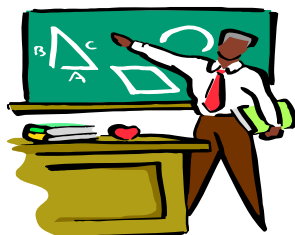
Duration: 10 Days, Delivery: Face-to-Face or Distance Delivery

Advanced Diploma in OHS BSB61004

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17,18,24,25 Jul (Parramatta) / 3,4,9,10 Aug (CBD) / 4,6,18,29 Sep (CBD) / 19,,21,26,28 Sep (Parramatta) / 5,6,23,24 Oct (CBD) / 2,3,9,10 Nov (Parramatta)

Return to Work Coordinator - 2 Days

\$395.00 (GST Exempt)

4,10 Aug 2006 / 26,27 Oct 2006

(All Courses are conducted in Sydney CBD)

Construction Induction - 1/2 Day

\$120.00 (GST Exempt)

Most Fridays !

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Risk Management For Supervisors

Accident investigation

Employee General Safety Induction

Management Legislative Briefing

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- > Manual handling and ergonomics
- > Legionella and cooling towers
- > Plant safety

Safety Management Systems

- > OHS audits and action plans
- > Policy and procedure manuals
- > SafetyMAP & AS4801 certification programs

Training Programs

- > Hazard and risk management
- > Contractor OHS management
- > Manager and supervisor programs
- > Incident investigation
- > Property Risk Management

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Noise

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Propriety Systems

SPECIFIC HAZARD TRAINING

Your site, your needs. Eg.
• Manual Handling
• Hazardous Substances
• Risk Management
• Supervisor Line Manager

MANY OTHER PROGRAMS TO SUIT

2006 TRAINING CALENDAR

OHS Risk Management for Supervisors and Managers

> 14, 15 June > 19, 20 July > 16, 17 Aug
> 13-14 Sep > 23-24 Oct > 27-28 Nov

OHS Consultation (for Committee Members and OHS Representative)

> 17, 18, 24, 25 July > 7-10 Aug
> 4, 5, 11, 12 Sept > 16, 17, 18, 19 Oct
> 1, 8, 15, 22 Nov > 4, 5, 6, 7 Dec

OHS Committee Refresher Training

> 30 Oct

Introduction to Return to Work Coordination

> 19-20 June > 21-22 Aug > 20-21 Nov

OHS Committee Chairperson Course

> 26 June > 11 Dec

First Aid

> 26-27 July > 6-7 Sep > 13-14 Nov

First Aid Recertification

> 27 July > 7 Sep
> 14 Nov

Manual Handling Employee Awareness (4 hours)

> 31 July > 18 Sep > 12 Dec

Applying Principles of Occupational Health

> 18, 19 July > 31 Oct + 1 Nov

Developing and Implementing OHS Management Systems

> 18, 19, 20 Sep

How to Conduct an OHS Audit of your Workplace

> 26, 27 June > 25-26 Sep

OHS Committee Chairperson Course

> 26 June > 11 Dec

OHS Incident Investigation

> 28, 29 Aug > 6-7 Dec

Manage Plant Hazards

> 1, 2 Aug > 22-23 Nov

Unless otherwise stated, courses are held in our training rooms in the city • All courses can be delivered on site at your workplace.

Our aim is to continue to provide quality training and consultancy services tailored to our clients' requirements. Our trainers have qualifications in OHS and Adult Education. They are WorkCover Accredited and have extensive industry experience in OHS and training.

OTHER COURSES

- > Managing Occupational Violence
- > Managing Contractor Safety
- > OHS Workplace Committee – Refresher
- > OHS Employee Induction
- > OHS Employee Induction – Construction

CONSULTING AND ADVISORY SERVICES

- > Developing and Implementing OHS Management Systems
- > Emergency Response Training
- > Documentation of Policy and Procedures Manual
- > OHS Newsletters
- > Job Hazard Analysis
- > Site Safety Services
- > OHS Video Production

AUDITING AND SURVEY SERVICES

- > OHS System Audit
- > Safety MAP Audit
- > Compliance Audit
- > Plant Safety Audit
- > Desktop Audit
- > Workplace Hazard Inspections
- > Ergonomic Survey
- > Manual Handling Survey

- > Noise in the Workplace
- > Accident Investigation
- > Planning for Emergencies
- > OHS for Labour Hire Companies
- > Site Safety Induction
- > Emergency First Aid
- > OHS in the Office

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