

WORKCOVER NEWS

The workplace safety and injury management magazine

ISSUE
74
Oct-Dec
2008

Safe Business is Good Business
Join the Australia wide quest for
safer workplaces
See inside for **3** ways you can
Get involved!



19-25 OCTOBER 2008

making a difference

JANUARY to JUNE 2009

www.courtenell.com.au

OHS Consultation

(A WorkCover NSW Accredited Course)

PAR1	Jan	Tue	13	Wed	14	Tue	20	Wed	21	Parra
CIT1	Jan	Thu	15	Fri	16	Thu	22	Fri	23	City
PAR1/2	Jan	Thu	22	Fri	23	Thu	29	Fri	30	Parra
CIT1/2	Jan	Wed	28	Thu	29	Wed	4	Thu	5	City
PAR2	Feb	Mon	2	Tue	3	Mon	9	Tue	10	Parra
PAR23	Feb	Wed	4	Wed	11	Wed	18	Wed	25	Parra
CIT2	Feb	Fri	6	Fri	13	Fri	20	Fri	27	City
CIT22	Feb	Mon	9	Tue	10	Mon	16	Tue	17	City
CAM2	Feb	Tue	10	Wed	11	Tue	17	Wed	18	Campb
HUR2	Feb	Tue	10	Wed	11	Tue	17	Wed	18	Hurst
CHA2	Feb	Wed	11	Thu	12	Wed	18	Thu	19	Chats
PAR22	Feb	Thu	12	Fri	13	Thu	19	Fri	20	Parra
RH2	Feb	Mon	16	Tue	17	Mon	23	Tue	24	Rooty/H
CIT23	Feb	Wed	18	Thu	19	Wed	25	Thu	26	City
PAR24	Feb	Fri	27	Fri	6	Fri	13	Fri	20	Parra
PAR3	Mar	Mon	2	Tue	3	Mon	9	Tue	10	Parra
CIT3	Mar	Tue	3	Wed	4	Tue	10	Wed	11	City
CIT32	Mar	Mon	9	Mon	16	Mon	23	Mon	30	City
CIT33	Mar	Thu	12	Fri	13	Thu	19	Fri	20	City
HUR3	Mar	Thu	12	Fri	13	Thu	19	Fri	20	Hurst
PAR32	Mar	Tue	17	Wed	18	Tue	24	Wed	25	Parra
CHA3	Mar	Thu	19	Fri	20	Thu	26	Fri	27	Chats
RH3	Mar	Tue	24	Wed	25	Tue	31	Wed	1	Rooty/H
CAM3	Mar	Wed	25	Thu	26	Wed	1	Thu	2	Campb
CIT34	Mar	Wed	25	Thu	26	Wed	1	Thu	2	City
PAR33	Mar	Thu	26	Fri	27	Thu	2	Fri	3	Parra

This course is required to be attended by OHS Committee members & OHS representatives. It provides participants with the skills to apply the principles of workplace OHS consultation & effectively carry out their functions under the OHS legislation.

Course Length: 4 days (9am - 4pm).

Course Fee: \$610 (\$671 incl. gst)

HUR4	Apr	Wed	1	Thu	2	Wed	8	Thu	9	Hurst
CIT4	Apr	Wed	15	Thu	16	Wed	22	Thu	23	City
PAR4	Apr	Wed	22	Thu	23	Wed	29	Thu	30	Parra
CHA4	Apr	Wed	29	Thu	30	Wed	6	Thu	7	Chats
CIT42	Apr	Wed	29	Thu	30	Wed	6	Thu	7	City
CIT5	May	Mon	4	Tue	5	Mon	11	Tue	12	City
PAR5	May	Mon	4	Tue	5	Mon	11	Tue	12	Parra
CIT52	May	Fri	8	Fri	15	Fri	22	Fri	29	City
CIT53	May	Wed	13	Thu	14	Wed	20	Thu	21	City
CAM5	May	Thu	14	Fri	15	Thu	21	Fri	22	Campb
HUR5	May	Thu	14	Fri	15	Thu	21	Fri	22	Hurst
PAR52	May	Fri	15	Fri	22	Fri	29	Fri	5	Parra
PAR53	May	Wed	20	Thu	21	Wed	27	Thu	28	Parra
CHA5	May	Mon	25	Tue	26	Mon	1	Tue	2	Chats
PAR54	May	Mon	25	Tue	26	Mon	1	Tue	2	Parra
CIT6	Jun	Wed	3	Wed	10	Wed	17	Wed	24	City
PAR6	Jun	Wed	3	Wed	10	Wed	17	Wed	24	Parra
CIT62	Jun	Thu	4	Fri	5	Thu	11	Fri	12	City
RH6	Jun	Wed	10	Thu	11	Wed	17	Thu	18	Rooty/H
PAR62	Jun	Thu	11	Fri	12	Thu	18	Fri	19	Parra
CIT63	Jun	Mon	15	Tue	16	Mon	22	Tue	23	City
PAR63	Jun	Mon	15	Tue	16	Mon	22	Tue	23	Parra
HUR6	Jun	Tue	16	Wed	17	Tue	23	Wed	24	Hurst
CAM6	Jun	Wed	17	Thu	18	Wed	24	Thu	25	Campb
CHA6	Jun	Thu	18	Fri	19	Thu	25	Fri	26	Chats

On-Site Training Courses

The following courses can be delivered at your premises.

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

*WorkCover NSW Accredited Course

NATIONALLY ACCREDITED TRAINING IN OHS RISK MANAGEMENT

Looking for a WORK BASED AND FLEXIBLE program that will demonstrate competency in OHS Risk Management?



This training contains 5 core units from a Certificate IV in OHS
BSB41604



Call us today for more information!

National Provider Number: 91325

introduction to return to work co-ordination

(A WorkCover NSW Accredited Course)

This course is required to be attended by a return to work coordinator whose employer has a base tariff premium of more than \$50,000 pa. It develops the basic skills and knowledge needed to manage workplace injuries.

Course Fee: \$570 (gst free)

Course Length: 2 days (9am - 4:30pm).

CITR1	Jan	Mon	19	Tue	20	City
PARR2	Feb	Thu	5	Fri	6	Parramatta
CITR2	Feb	Wed	11	Thu	12	City
PARR3	Mar	Wed	11	Thu	12	Parramatta
CITR3	Mar	Tue	17	Wed	18	City
PARR4	Apr	Mon	20	Tue	21	Parramatta
PARR5	May	Wed	13	Thu	14	Parramatta
CITR5	May	Mon	25	Tue	26	City
CITR6	Jun	Thu	18	Fri	19	City
PARR6	Jun	Thu	25	Fri	26	Parramatta

ohs committee chairperson

(There is no WorkCover NSW Accredited Course)

This course provides a chairperson with further skills and certainty so that they can operate the committee effectively and make a greater impact on health and safety.

Course Fee: \$320 (\$352 incl. gst)

Course Length: 1 day (9am - 4pm).

CITC2	Feb	Tue	24	City
PARC3	Mar	Thu	19	Parramatta
CITC3	Mar	Tue	31	City
PARC5	May	Fri	1	Parramatta
CITC6	Jun	Mon	1	City

advanced return to work co-ordination

(A WorkCover NSW Accredited Workshop)

This course provides accredited return to work coordinators who have at least 6 months experience, with further knowledge and skills so they can effectively handle more complex return to work cases.

Course Fee: \$340 (\$374 incl. gst)

Course Length: 1 day (9am - 4pm).

CITE4	Apr	Tue	21	City
PAR6	Jun	Thu	4	Parramatta

ohs committee refresher

(There is no WorkCover NSW Accredited Course)

This course is designed to refresh committee members on how to have an effective committee, revisit the OHS Act 2000 & OHS Regulation 2001 and provide updates on this legislation.

Course Fee: \$320 (\$352 incl. gst)

Course Length: 1 day (9am - 4pm).

CITF3	Mar	Fri	27	City
PARF4	Apr	Tue	28	Parramatta
CITF5	Jun	Tue	2	City

ohs risk management for supervisors & managers

(There is no WorkCover NSW Course)

This course provides participants with knowledge, skills and appropriate attitudes necessary to apply the principles of risk management and effectively manage health & safety in their areas of responsibility.

Course Fee: \$550 (\$605 incl. gst)

Course Length: 2 days (9am - 4pm).

PARS2	Feb	Mon	16	Tue	17	Parramatta
CITS3	Mar	Thu	5	Fri	6	City
PARS3	Mar	Mon	30	Tue	31	Parramatta
CITS4	Apr	Tue	7	Wed	8	City
PARS5	May	Wed	6	Thu	7	Parramatta
CITS5	May	Wed	27	Thu	28	City

For more information call our Training Consultants on:

02 9516 1499

Specialists in WorkCover NSW Accredited & Specific Purpose OHS Training.

Yes, we can book you on that course.



We deliver what we promise with experienced & professional trainers, well-presented course materials & standardly-run courses.

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as Trustee for the Vowles Family Trust

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Broadway NSW 2007

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Visit our website

www.courtenell.com.au

for information on our courses, OHS information & recent editions of our publication

'Your Safety Matters'.

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Workplace health, safety, injury,

Management and workers

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Advertising Enquiries

Ph: (02) 4321 5204

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With the theme Six Life Stories - One Vital Message, WorkCover NSW has launched a new DVD and online presentation to promote our Paralympian Speakers Program.

I continue to be amazed by the courage and tenacity shown by our six Paralympian speakers. Shannon Dallas, Heath Francis, John Marshall, Kahi Puru, Nigel Smith and Liesl Tesch have reached the pinnacle of competition in the international sporting arena through their commitment and dedication to achieve success despite having a permanent disability. They inspire others by their positive attitude to life and are powerful motivators in reminding workers and employers of how a serious workplace incident can affect the injured worker's life, family and workmates.

Our Paralympians have visited hundreds of workplaces throughout NSW where they have inspired audiences about the importance of workplace safety. I encourage you to visit the website www.workcover.nsw.gov.au/paralympians, or obtain a copy of our new DVD by contacting WorkCover NSW on **13 10 50**. I also encourage you to consider inviting a Paralympian to share their experiences with your work colleagues to help drive home the fundamental message of working safely.

Liesl and Heath competed in the 2008 Paralympic Games in Beijing, with Liesl, in her fifth games, captaining the 'Gliders', the Australian women's wheelchair basketball team to a bronze medal. Heath achieved gold medals and world records in his 100, 200 and 400 metre track events.

This year WorkCover has received 865 entries in the Young Workers Poster Competition.

This is a very pleasing result in the competition's third year. We have introduced the 'People's Choice Award' for online voting for your favourite poster design from the finalists from each category. We have also opened the competition to include all NSW residents aged 15-25, which has resulted in an even greater selection of designs. The poster competition is an effective way of promoting the awareness of

employers, workers, their families and work colleagues of the need for young workers to be provided with information and training about work hazards and safe work practices.

The WorkCover website is a useful source of information about how you can become involved in Safe Work Australia Week, which runs from 19-25 October.

I would like to remind you of the NSW Safety Show and Conference in Olympic Park, Sydney from 28-30 October. Please come along and visit the WorkCover NSW stand and obtain free copies of our Talk Safety CD and new Paralympian DVD. WorkCover staff will be on hand to answer any questions you may have about workplace safety, injury management and return to work and workers compensation.

A stylized, handwritten signature in black ink, consisting of a large, sweeping 'J' and 'B'.

Jon Blackwell

Chief Executive Officer
WorkCover NSW

SafeWork Awards '08

You're Invited...

WorkCover NSW
SafeWork
AWARDS
'08

You're invited... To join in a night of celebration for the safety industry

Share a fun filled and glamorous evening
with your industry colleagues promoting workplace safety,
accompanied by great food and live entertainment



The Chief Executive Officer of WorkCover NSW, Jon Blackwell,
invites you to attend the gala awards ceremony and presentation dinner
where the winners of the SafeWork Awards 2008 will be announced.

Join us to recognise the outstanding achievements of
NSW organisations and individuals in the following categories:

- Category 1 - **Best Workplace Health and Safety Management System**
- Category 2 - **Best Solution to an identified Workplace Health and Safety Issue**
- Category 3 - **Best Workplace Health and Safety Practices in Small Business**
- Category 4 - **Public Sector Leadership Award for Injury Prevention and Management**
- Category 5 - **Best Individual Contribution to Workplace Health and Safety**
- Category 6 - **WorkCover's Leadership in Safety Award**

Date: Wednesday 29 October 2008

Time: 7pm for 7:30pm start

Venue: The Grand Ballroom, Acer Arena, Sydney Olympic Park

Cost: \$110 per ticket or \$990 for a table of ten

Dress: Black tie

Book your tickets by contacting Australian Exhibitions and Conferences on
(03) 9654 7773 or visit www.thesafetyshow.com



New South Wales Government



WorkCover NSW - proud sponsors of the 2008 Safety Show and Conference 28-30 October

Six Life Stories...



Since 2001 the WorkCover NSW Paralympian Speakers Program has developed relationships with industry and the community and further promoted the WorkCover message of injury prevention, injury management and return to work.

With the addition of two exciting new athletes to the speaker's team, a new promotional DVD has been developed.

Joining the team in 2007 were Leisl Tesch, Captain of the Australian women's basketball team the 'Gliders', and Shannon Dallas, world-class sit skier. These new additions have broadened the scope of the team and their stories will appeal to an even wider audience.

WorkCover welcomed the first woman to its popular Paralympian Speakers Program in July 2007. For half of her life, schoolteacher and inspirational athlete Leisl has lived



with the results of a catastrophic injury, but that has not stopped her competing in international sport, including four Paralympic Games. After recently qualifying for the 2008 Paralympic Games, she has just competed in Beijing.

Shannon fell from a roof when it collapsed. He was 22 years old. He first experienced wheelchair skiing in August 2001 where he was scouted on the Australian snowfields by the Paralympic team captain and was invited to attend a recognised talent camp. As a result of that week, Shannon was invited to attend the 2002 Disabled Winter Sport Australian Canadian Training Program in Canada.

This was only the start of what was to become a new life for Shannon, one devoted to training and focusing on what has truly become his life passion - ski racing.



Leisl and Shannon are now an important part of the Paralympian Speakers Program, sponsored by WorkCover NSW. The Paralympian Speakers Program brings to the fore men and women who, despite having suffered unthinkable permanent injuries, have become leaders in their chosen sports and represented Australia in major sporting events.

These remarkable athletes are available to visit your workplace and share with you what impact a serious workplace injury can have on you, your family and your fellow workmates.

One Vital Message



Through their inspirational stories of despair, courage, and triumph, these athletes drive home a powerful message about the importance of working safe, thinking safe and going home safe.

Feedback has indicated that after workers have heard from an athlete, significant change is seen in the workplace and fewer incidents seem to occur. There is a tangible change in culture, with workers on higher alert and really watching out for each other.

Shannon recently spoke to workers at Sanitarium Health Food Company's Berkeley Vale factory site on the importance of safe work practice. Sanitarium's Learning and Recruitment Coordinator Ruth Craig was glowing in her praise of the Program.

"Shannon's personality and his story, along with the visual impact of sitting in a wheelchair, becomes quite a commanding combination to a new audience. Not a peep was heard from any of our participants during Shannon's talks, until question time came along," said Ms Craig.

"It appears that the message is being received and this is due to people like Shannon who dare to be brave enough to share their stories. I encourage more workplaces to embrace this initiative and allow themselves to be introduced to such inspiring people."

To find out more about the Paralympian Speakers Program, to order your copy of the DVD introducing you to the Paralympian athletes or to request an athlete to speak at your workplace, visit www.workcover.nsw.gov.au/paralympians.

Pictured left to right:
Liesl Tesch (Basketball), **Kahi Puru** (Power lifting), **John Marshall** (Archery), **Heath Francis** (Athletics), **Shannon Dallas** (Downhill Sit Skiing), **Nigel Smith** (Volleyball).

Manufacturing Week 2008

Hard-sells And Hot Cells

WorkCover NSW and WorkSafe Victoria jointly presented an eye-catching stand at the National Manufacturing Week (NMW) exhibition in late May 2008.

NMW is the primary event on the manufacturing industry calendar, with exhibitors promoting the latest in manufacturing services, products and technologies. Held in the spacious halls of the Sydney Exhibition Centre, NMW attracts visitors from interstate and overseas as well as business leaders in NSW.

This year's event was busier than ever and WorkCover's presence was important in engaging with a wide range of organisations within the industry.

The visual centrepiece to WorkCover's stand was a replica 'hot cell' from its TestSafe facility, based in Londonderry. The hot cell looks like a burnt-out shipping container and is used by the NSW Fire Brigades to practise techniques in fighting fires in an enclosed space.

The hot cell was a hit with visitors, who could walk through the container and see some explosive footage of TestSafe activities while learning about its contributions to workplace safety. Upon leaving the cell, visitors entered a breakout area where they could interact with WorkCover's Manufacturing Team and Business Advisory Officers, as well as representatives from WorkSafe Victoria.



Hosting the stand provided an ideal opportunity for WorkCover to find out about the 'burning' issues for businesses in today's manufacturing industry. With about a quarter of the visitors occupying positions at director or owner levels within their organisations, key safety messages were likely to travel far wider than the exhibition centre itself.

In addition to advice, WorkCover staff distributed publications and handed out 2000 showbags, which each contained a *Serious about safe business?* pack to help employers rate their existing safety systems –

and find out how to improve them. WorkCover staff also benefited from talking with other exhibitors. Manufacturing technology is evolving all the time and NMW is a one-stop-shop for anyone wanting to know about emerging capabilities and industry trends. By keeping up to date with developments within manufacturing, WorkCover stays in touch with the industry and builds on its ability to provide support and guidance to NSW businesses.

The joint stand with WorkSafe Victoria has been another successful interstate collaboration, strengthening ties



Safe Business Is Good Business



between the two state health and safety authorities. NMW moves between the two states and will be held in Melbourne in 2009; WorkCover looks forward to participating in another fruitful event.

To find out more about WorkCover's TestSafe facility, visit www.testsafe.com.au. For advice on safety matters in the manufacturing sector, visit www.workcover.nsw.gov.au or call WorkCover's Advisory Service on **13 10 50**.

Pictured above left and above:

WorkCover NSW and WorkSafe Victoria's stand, featuring the replica 'hot cell' testing container.

Pictured left:

TestSafe's Dust Explosion Demonstration & Research Chamber lives up to its name.

We all want our families to arrive home from work safely every day.

FACT:

- In 2006/2007 there were 29,326 serious workplace injuries reported
- 5,205 cases resulted in permanent disability
- 98 deaths resulted from workplace injury or disease

**Don't Become A Statistic...
Get Assistance**

Ways You Can Get Assistance

- **Over The Phone:** Information and assistance on workplace health and safety, injury management and workers compensation.
- **Face To Face:** Practical workplace safety advice and tools relevant to your business.
- **Online:** A free, simple way to determine who is a worker or a contractor. Use the anonymous online self-assessment tool or lodge an application for a binding private ruling by visiting workcover.nsw.gov.au/workerstatus.
- **Direct To You:** WorkCover News and e-News keep you up to date with the latest news in workplace safety and injury management. Subscribe to these and other mailouts regarding WorkCover NSW information, advice, assistance, programs and activities.

**For more information about how
WorkCover NSW can assist you to
achieve a safer workplace
Call 13 10 50
or visit www.workcover.nsw.gov.au**



New South Wales Government



Safety Package Helps Drought Affected Business



On 1 July 2008 NSW Legislative Council Deputy President, Amanda Fazio, launched a new assistance package to help improve safety for rural businesses affected by drought.

The WorkCover NSW Drought Recovery Assistance Package provides businesses in the rural industry with financial rebates to assist them to improve safety in their workplace and reduce the risk of potential injury.

At the 'Daydawn' property in Orange, Ms Fazio, along with NSW Farmers' Association President Jock Laurie, said that farming has been identified as one of the most dangerous industries.

"In 2006/07, seven per cent of the State's workplace fatalities occurred on farms. During the same period, five people were killed and

almost 900 major injuries occurred across the agricultural industry,"
Ms Fazio said.

The package includes:

- enhancements to the tractor Power Take Off (PTO) rebate and the safer silo scheme
- expansion of the Small Business Safety Solutions Rebate Program
- sponsorship of drought related assistance programs.



Farmers will be fully reimbursed for the cost to purchase PTO guards and

free PTO guards, valued up to \$200, will now be available to eligible farmers at most major rural field events across New South Wales.

The incentive for silo safety improvements has been increased from \$750 to \$1000 and has been enhanced from a dollar-for-dollar rebate to a full reimbursement of costs. Those who have previously received a dollar-for-dollar rebate will receive a refund for the difference.

To further assist with the implementation of safety solutions in the workplace, eligible farmers and business operators can now apply for a \$500 safety rebate when they attend a WorkCover safety workshop and then invest in workplace safety improvements.

Ms Fazio said that the Government will remain committed to continuously working with industry to improve the State's workplace safety laws and build a culture that places the highest value on workplace health and safety.

All employers in the rural industry are encouraged to apply for rebate packages to help keep farmers safe and assist with their drought recovery.

To find out more call
WorkCover on **13 10 50**
or visit **www.workcover.nsw.gov.au**.

Busting Those Safety Myths

The WorkCover NSW Assistance Service offers the following information on some commonly held myths and misconceptions regarding workplace safety. Pass these on to your colleagues to help improve awareness and understanding of safety issues!

If you have a safety question that you would like clarified email it to contact@workcover.nsw.gov.au or call **13 10 50**.

Myth: Every electrical appliance in my workplace must be tested and tagged.

The Reality:

The *OHS Regulation 2001* requires employers to ensure that a system is in place to ensure that electrical equipment is regularly inspected, tested and maintained.

This does not mean that **every item** of plug-in type electrical equipment used at the workplace must be tested and tagged. In some situations electrical equipment does not present a risk to the operator due to:

- the permanent nature of their location
- the way the equipment is used
- the working environment in which the equipment is used.

WorkCover recognises the low level of risk associated with this type of equipment that may not warrant such a rigorous inspection, testing and tagging regime. In situations like this a risk assessment should be carried out by a competent person in accordance with the risk management and consultation provisions of the Regulation.

Following the risk assessment a determination can then be made by the employer as to whether the equipment requires testing and tagging as recommended in the Standard, AS/NZS 3760.

Please note however the Construction Industry has its own requirements. Due to the hazardous nature of construction work regular inspection and testing of electrical equipment is warranted and should therefore be carried out. The requirements are outlined in the WorkCover Code of Practice - Electrical practices for construction work.

Myth: WorkCover issues Traffic Controllers Certificates.

The Reality:

Traffic Controllers tickets are issued by the NSW Roads and Traffic Authority via Accredited Trainers. They are not issued by WorkCover NSW. The ticket is commonly called the 'blue card'. For a complete list of Traffic Control Training Providers visit the RTA website at www.rta.nsw.gov.au and follow the links to *Doing Business With Us* and then *Traffic Control Training*.

Myth: Working on ladders is safe below a certain height.

The Reality:

There is no safe height to work from on a ladder. Ladders should really only be used for access purposes or light maintenance and construction work. Prior to any work commencing an employer must identify, assess and control any risks associated with work being carried out.

In some instances it may not be appropriate to use a ladder, rather such things as scaffolding, work platform, scissor lift or elevated work platform will need to be considered.

Where there is a risk of falls clause 56 of the *OHS Regulation 2001* also provides information relating to management of falls i.e. stable and security fenced work platform.

Safe Business is Good Business

Workplaces across Australia will be organising activities during Safe Work Australia Week 2008. Join the Australia wide quest for safer workplaces.

In NSW There Are **3** Ways You Can
Get involved!

1

Run an event or activity in your workplace.
Register your activity with WorkCover NSW and receive a free promotional kit.

1. Identify the safety issue or topics of interest or importance relevant to your workplace.

These could include:

- manual handling
- slips, trips and falls
- electrical safety
- working at heights
- hazardous substances
- working hours and fatigue
- drugs and alcohol in the workplace
- bullying, harassment and workplace violence
- incident investigation
- healthy diet or healthy lifestyle
- workplace safety policies and procedures
- workers' compensation insurance
- injury management and return to work

You could survey staff about topics of interest or consider what sort of incidents have occurred in your workplace that may indicate what further information or training is required.

2. Set your target audience

- Who does this issue affect?
- Who should be receiving the safety messages or training?
- Who do you want to participate in the activity? Workplace health and safety or injury management training, information sessions or activities can be planned for small work teams, a work area or division or the whole workplace.



3. Research the safety issue or topic

Find:

- out about the issue and any possible impact in your workplace
- how the issue is currently dealt with at your workplace
- if there is information or publications available on the topic at your workplace or from another source such as WorkCover NSW or your industry association or union
- someone to organise the activity or give a safety presentation and/or demonstration or run a training session
- a Business Advisory Officer from the Business Assistance Branch who can provide free workplace safety advice and assistance to small and medium businesses. Contact WorkCover Assistance Service on **13 10 50**.

4. Set your aims and objectives

Set realistic aims and objectives for your activity and know what you want to achieve. Be practical about what the activity can achieve within the timeframe, budget and available resources. Remember, simple can be effective.

For example, is your activity trying to:

- increase awareness, understanding or knowledge of safety requirements or practices
- strengthen safety attitudes or
- encourage a change in safety behaviours or practices in your workplace?

Plan

Plan a safety activity that best addresses your safety issue with your target audience, and is practicable and affordable. What type of event is best suited to your issue or topic? You could hold a formal session with audiovisual presentations, or the topic may be more suited to an informal staff session with morning tea, or the activity could be practical, such as an emergency evacuation drill. What sort of venue is required? There may be a suitable training room or open area in your workplace. You may decide it is more practical to hold an event in a venue away from the workplace. You will need to consider availability, cost, location and suitability.

Promote

Promote your activity to the specific target audience/s in your workplace.

You could use all or some of the following ways to promote your event:

- copy and distribute a flyer
- ask managers or supervisors to help promote the activity, place an article in the staff newsletter if you have one
- put up information on workplace notice boards – use the Safe Work Australia poster in the kit with a blank space for you to add details such as title of event, time, date, and location – you could hand write details or paste on printed information in the space
- send an email to staff who have work computers or
- tell people about the activity - word of mouth is often the best way to get information to people.

7. Take Action

Take photos of the activity for your own records or to publish in your work newsletter or website if you have one. You may wish to send a photo and short story on the activity to WorkCover NSW. If you are sending a photo you must get permission from staff, as WorkCover NSW may publish the photos and stories in future public information material such as WorkCover News. Please send any activity information to events@workcover.nsw.gov.au. All NSW Safe Work Australia Week workplace activities registered with WorkCover NSW will be listed on the WorkCover website – visit www.workcover.nsw.gov.au/SWAWeek.

8. Evaluate

Evaluate your activity to determine the success of your event. It may also assist in coordinating future workplace safety and injury management activities. If you hold an information or training session, you may wish to ask staff who attended the session to complete a short written survey at the end of the session.

9. Continue your focus throughout the year and register again next year!

Although workplace safety and injury management is a year-round undertaking, it can be worthwhile to have an extra focus on workplace safety and injury management from time to time. If your workplace activity was a success, why not hold an event or activity during Safe Work Australia Week next year – the week will always be the last full week in October.

2

Get Involved in WorkCover NSW activities.

To see the activities that WorkCover NSW will be hosting throughout NSW visit www.workcover.nsw.gov.au/SWAWeek

3

Attend The Safety Show and / or Conference, 28-30 October Sydney Showground, Sydney Olympic Park

Register and attend The Safety Show for free or attend The Safety Conference to receive the latest information on safety issues and products. To find out more see pages 14 to 16 or visit www.thesafetyshow.com.au

For more information regarding SafeWork Australia Week call **13 10 50**, email events@workcover.nsw.gov.au/SWAWeek, or visit www.workcover.nsw.gov.au/SWAWeek

See And Hear It All At The Safety Show in 2008

Where can you find the latest on workplace health and safety, all in the one location?

NSW's largest workplace safety event, The Safety Show Sydney, from 28 - 30 October 2008 at the Sydney Showground.

Running alongside The Safety Show is Sydney Materials Handling, a show dedicated to load, move and shift solutions.

The two events will host more than 350 occupational health and safety specialists across three and a half acres at the Sydney Showground, offering everything from asbestos removal to warehouse management systems. At least 39 solutions, spanning storage, matting, fencing and even hand surgery, will debut at The Safety Show in 2008.

The Safety Show will throw the spotlight on safety solutions for the building and construction industry this year, with a special feature area that incorporates height safety equipment, scaffolding safety nets, ventilation, flooring, electronic data capture systems, appliance tagging and

testing, safety and isolation switches, and power distribution boards.

Regarded as one of Australia's most dangerous industries, building and construction has a workplace death toll twice the Australian average.

As Principal Sponsor, WorkCover will offer workshops over the three days of the Safety Show. WorkCover will offer small business tools to measure safety levels, explain how business can access safety programs and invite organisations to join mentoring programs.

Those keen to enrich their professional occupational health & safety knowledge can register as delegates to The Safety Conference, which is held concurrently with the two trade shows. The conference program will explore the themes of:

- Challenging safety energies
- Training and development: ready, willing and able
- Corporate governance and business sustainability
- Change management

- Critical incident management, preparation, recovery and investigation
- Practical risk management solutions
- The human face of safety.

Among the other highlights of the Conference will be the WorkCover Hypothetical, which engages unions, employer groups and WorkCover in dynamic debate as they confront hypothetical safety challenges.

The Safety Show Sydney and Sydney Materials Handling will run following Safe Work Australia Week. For more information, visit www.thesafetyshow.com, email safety@aec.net.au or phone Australian Exhibitions and Conferences on (03) 9654 7773.



Discover a year's
worth of innovation

THE SAFETY SHOW

SYDNEY 2008

Tue 28 - Thu 30 October 2008
Sydney Showground, Sydney Olympic Park

Visit the largest event associated with Safe Work Australia Week
with 350 companies launching 1250+ new products

Free Visitor Registration
www.thesafetyshow.com

ORGANISER Australian Exhibitions & Conferences Pty Ltd
Tel 03 9654 7773 Fax 03 9654 5596 Email safetyvisitor@aec.net.au

Co-located with



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Safety Institute
of Australia
(NSW Division) Inc

Principal Sponsor



THE SAFETY CONFERENCE

SYDNEY 2008

Tue 28 - Thu 30 October 2008
Sydney Showground, Sydney Olympic Park

Presented By



Safety Institute of Australia
(NSW Division) Inc

Principal Sponsor



Major Sponsor



CONTINUING PROFESSIONAL DEVELOPMENT

Safety Institute Members

This conference attracts 3 CPD points per day
Building & Construction Industry

This Conference is approved by the NSW Office
of Fair Trading to earn 1 CPD point hour

Held in conjunction with



Tue 28 - Thu 30 October 2008
Sydney Showground
Sydney Olympic Park

Discover a year's
worth of innovation

Visit the largest event associated with
Safe Work Australia Week with 350
companies launching 1250+ new products

Free Trade Show Registration
www.thesafetyshow.com

Organiser



Tel 03 9654 7773

Email safetyvisitor@aec.net.au

Day One Tuesday 28 October 2008



7.30am Opening Breakfast
Ambulance Service NSW Response
to the Beaconsfield Mine Rescue
Mr Keith Williams,
Manager, Rescue/SCAT,
ASNSW Special Operations



9.00am Official Opening
Mr Jon Blackwell,
Chief Executive Officer,
WorkCover NSW

OHS for the New Era



9.30am
Laughter, Sex,
Vegetables and Fish
Dr John Tickell

10.30am - 11.00am Morning Tea



11.00am
Comcare - Across Borders
Mr Martin Dolan,
CEO, Comcare



11.45am
The Modern Regulator - Delivering in a Changing OHS Environment
Mr John Watson, PSM FSIA (Hon)
General Manager, OHS Division,
WorkCover NSW

12.30pm - 2pm Lunch & Trade Show



2.00pm
Learning from Poor Safety Management Systems
Mr Kym Bills, FSIA,
Executive Director,
Australian Transport Safety Bureau



2.30pm
Future Shape of Safety Science
Dr Geoff Dell, CFSIA,
Dean College of Fellows Safety Institute of Australia & Principal,
Protocol Safety Management

3pm - 3.30pm Afternoon Tea



3.30pm
WorkCover NSW Hypothetical
Moderated by Adam Spencer

5.00pm Concludes

For Conference Registration

Day Two Wednesday 29 October 2008



9.00am Keynote Address

NSW Mine Safety Advisory Council Strategic Partnership

John Flint, Executive Officer, NSW Department of Primary Industries & Norman Jennings, Mines Safety Advisory Council

10.30am - 11.00am Morning Tea



9.45am Keynote Address

10 Platinum Rules to Make Your Safety System Work

Dr Verna Blewett, Director, New Horizon Consulting Pty Ltd & Andrea Shaw, Director, Shaw Idea

Fleeting Safety - On the Road Again

11.00am How Can We Reduce The Number of Deaths at Railway Crossings in Australia

Dr Eric Wigglesworth AM, FSIA (Hon) Honorary Senior Research Fellow Monash University Accident Research Centre

11.45am Safe Design, Operation and Maintenance of Road Bridges

Mr Ian Thomas, I F Thomas & Associates Pty Ltd

12.30pm - 2.00pm Lunch & Trade Show

2.00pm Impact of Ergonomic Factors on OH&S of Women Transport Workers

Dr Janis Jansz, FSIA, Curtin University of Technology

2.30pm Effective Roll Over Protective Structure for Resources & Mining Vehicle Fleets

Mr Shane Richardson & Dr George Reznitzer, DV Experts

3.00pm - 3.30pm Afternoon Tea

3.30pm Falling Through the Gaps - Fatigue and Stress in Short Haul Road Transport

Mr Peter McKinnon, MTS Specialised Training

4.00pm Managing Long Distance Truck Driver Fatigue in NSW From an OHS Perspective

Mr Les Blake, Team Manager Retail Wholesale Consumer & Business Team WorkCover NSW

4.30pm Rail Safety

Mr Jack de Flamingh, Partner, Corrs Chambers Westgarth & Ms Katherine Morris, Senior Associate, Corrs Chambers Westgarth

5.00pm Concludes

Safety Practices

11.00am A Day in the Life of a Safety Officer

Mr Ian Thomas, I F Thomas & Associates Pty Ltd

11.30am The Value of the OHS Consultation Process in a Large VET Based Educational Institution

Mr Philip Wiffen & Mr Ray Pozzato, Sydney Institute of TAFE

12.00pm Personal Protection Equipment (PPE) use in the NSW Construction Industry

Mr Martin Carmody, Baulderstone Hornibrook & Prof Chris Winder, University of NSW

12.30pm - 2.00pm Lunch & Trade Show

2.00pm Problem Solving: Supporting Our Regulatory Role

Ms Dorothea Betts, Director Operational & Tactical Support Group, WorkCover NSW

2.20pm Learning From a Fire Evacuation

Mr Peter Maxwell, Charles Sturt University

2.40pm Engaging Your Workforce in Health & Safety - An Enjoyable Approach

Ms Amanda Benson, Coffey Geotechnics

3.00pm - 3.30pm Afternoon Tea

3.30pm How Do We Ensure Effective OHS Training?

Mr Phil Wadick, Director, Work Safety & Training

5.00pm Concludes

Wellness in the Workplace

11.00am Implementation of a Drug & Alcohol Program by a Rail Transport Operator

Ms Mary O'Sullivan, Railcorp

11.30am Work - Life Balance - Attracting & Retaining 21st Century Workforce

Ms Stav Zahos, Converge International, Mr Mark McCrindle & Mr Andrew Pfeffer, McCrindle Research

12.00pm Global Best Practice in Injury Prevention & Wellness

Mr Greg McLoughlin, General Manager, Health by Design

12.30pm - 2.00pm Lunch & Trade Show

2.00pm Effects of a Workplace - Health and Wellness Program - on Employee Fitness, Strength and Well-being

Dr Lynette Guy, Dr Kim Colyvas, Mr Chris Peres, Ms Anika Learmouth & Mr Andrew Pitkin, WorkCover NSW Research Centre of Excellence

2.30pm Workplace Wellness in 2008 - Take Charge and Do It Right!

Mr Bradley McDougall, Springboard

3.00pm - 3.30pm Afternoon Tea

3.30pm Comparison of Health Statistics Across Industries - Case Studies

Ms Rachel Gerathy, Corporate Bodies International

4.00pm Tobacco Smoking and Occupation in Australia: Towards More Effective Targeting of Tobacco Control Interventions in the Workplace

Prof Derek R Smith, FSIA, Director, WorkCover NSW Research Centre of Excellence University of Newcastle & Prof Peter A Leggat, James Cook University

4.30pm Wellness Program

- The Healthy Work/Healthy Life Program Ms Moira Heath, Director, Human Resources WorkCover NSW

5.00pm Concludes

Safety Systems

11.00am Implementing a Comprehensive OHS Management System and Legal Due Diligence Framework

Ms Holly Howison, Senior Associate, Deacons & Mr Michael Tooma, CPMSIA, Partner, Deacons

11.30am Shift Shapers

- The CSIRO HSE Network Dr Angelica Vecchio-Sadus, CSIRO Minerals

12.00pm Problem Solving: Supporting Our Regulatory Role

Ms Dorothea Betts, Director Operational & Tactical Support Group, WorkCover NSW

12.30pm - 2.00pm Lunch & Trade Show

2.00pm Is Your Safety Advisor Competent and Giving You Good Advice?

Mr Barry Silburn, CFSIA, Principal Consultant, Australian Safety Management Services

2.30pm Workplace Supervision - Getting It Right

Ms Sue Pilkington, FSIA, Safety Institute of Australia

3.00pm - 3.30pm Afternoon Tea

3.30pm How Do We Ensure Effective OHS Training?

Mr Phil Wadick, Director, Work Safety & Training

5.00pm Concludes

Day Three Thursday 30 October 2008



9.00am Keynote Address

A Fearless Look at What Really Causes Accidental Injuries and Fatalities

Larry Wilson, Author, Safe Start

10.30am - 11.00am Morning Tea



3.00pm - 4.00pm

Workshop

What Went Wrong

- A Case Study in a Damaging Incident Moderated by Neville Betts

Change Management

11.00am

The Human Cost of an Accident & Impact That It Has on Others

Mr Frank Carrano, Future Technical Services, UK

11.45am

Decoding Behaviour

- The Missing Link in Safety Management Mr Hans Kropuch, Kahler Communications Oceania Ltd

12.30pm - 2.00pm Lunch & Trade Show

2.00pm

Four Myths That Are Delaying Progress

Mr Roger Kahler, The InterSafe Group Pty Ltd

2.30pm

The Application of an Employer Segmentation Model in OHS Improvement Programs

Mr Cragh Moore, Team Manager, Business Assistance Branch, WorkCover NSW

3.00pm

Workshop: What Went Wrong

- A Case Study in a Damaging Incident See information above

4.00pm Concludes

Injury Management

11.00am

Country Energy Manual Handling Solutions Program

Ingrid Krauss & Diana Chambers, Country Energy

11.30am

Felt Leadership - The Key to Reducing Loss

Mr Tony Anderson, O&G Solutions

12.00pm

Initiatives in Injury Management

Ms Mary Hawkins, Director, Provider & Injury Management Services WorkCover NSW

12.30pm - 2.00pm Lunch & Trade Show

2.00pm

Workers Postural Imbalances Lead to Increased Injuries in the Workplace

Ms Dianne Bright, Russell Williams Injury Prevention Professionals & Ms Vanessa Williams-Henke, Russell Williams Injury, Prevention Professionals

2.30pm

Best Practice Critical Incident Response and Management

Ms Stav Zahos & Ms Miranda Hogg, Converge International

3.00pm

Workshop: What Went Wrong

- A Case Study in a Damaging Incident See information above

4.00pm Concludes

Human Factors

11.00am

Is Ageing Vision a Safety Issue in Our Workplaces?

Ms Jennifer Long, Visual Ergonomics

11.30am

Implementing AS/NZS 4801

In Community Care Ms Catherine Daley & Mrs Rebecca Gumb, Hunter Integrated Care

12.00pm

Safe Manual Handling - Smart Move

Ms Nivek Thompson, WorkCover NSW

12.30pm - 2.00pm Lunch & Trade Show

2.00pm

Reason and Emotion in the Workplace

Mr Peter Sullivan, Australian Business Training

2.30pm

High Performance Living: Organisations, Managers, Teams and Home

Mr Greg McLoughlin, General Manager, Health by Design

3.00pm

Workshop: What Went Wrong

- A Case Study in a Damaging Incident See information above

4.00pm Concludes

Safely Saving the Environment

11.00am

Integrating Safety Security, Health and Environment

Mr Michael Tooma, CPMSIA, Partner, Deacons

11.30am

The Environment, Drivers of Change Requirements & Benefits for Business

Speaker to be advised

12.00pm

Control of Major Hazard Facilities in NSW

Ms Jan Douglas, Manager, Major Hazard Facilities Team WorkCover NSW

12.30pm - 2.00pm Lunch & Trade Show

2.00pm

Save Water and Cut Costs with Every Drop Counts

Claire Hammond, Sydney Water

2.30pm

Integral Energy's Energy Efficiency Strategy

Maree Zammit, Integral Energy

3.00pm

Workshop: What Went Wrong

- A Case Study in a Damaging Incident See information above

4.00pm Concludes

Talk Safety

With WorkCover

At The
Safety
Show

WorkCover NSW invites you to talk safety with us at the 2008 Safety Show and Conference, taking place from 28 October at Sydney Olympic Park.

As principal sponsor of the Safety Show and Conference for the seventh consecutive year, WorkCover will provide free information and advice on how to meet occupational health and safety requirements.

WorkCover will field a strong presence this year and will be operating two stands to reinforce its commitment to the Show.

WorkCover's main stand, near the dome entry, will be the main point of contact for information and advice. Inspectors and Business Advisory Officers will be on hand to answer your questions about workplace safety and workers compensation.

Pick up a copy of the *Talk Safety* CD-ROM, containing a wide range of WorkCover publications, including an extensive range of industry-specific guidance material, fact sheets and brochures.

The second WorkCover stand will focus on the services of TestSafe Australia. TestSafe is an internationally accredited safety testing and research facility offering manufacturers and suppliers a comprehensive range of safety testing, certification and approval services in the electrical/electronic, mechanical and personal protective equipment fields.

Meet staff from TestSafe Facilities and examine testing equipment - a highlight of the stand is an interactive display of how the testing is conducted.

During the show WorkCover will run a series of free daily workshops for visitors, while delegates at The Safety Conference, held in the adjoining Southern Pavilion,

will hear from local and international experts on topics as diverse as mental health, injury management and checklist tools for managers.

Both WorkCover stands offer visitors a guided tour of the WorkCover website, the ability to lodge online requests for information, advice and assistance, and subscribe to *WorkCover News* and *eNews*.

For further information visit the WorkCover website www.workcover.nsw.gov.au or register online for tickets to the conference or awards dinner at www.thesafetyshow.com.au



2008 Mentor Program Launch

The **2008 WorkCover NSW Mentor Program** was officially launched by the former Parliamentary Secretary, Ms Virginia Judge MP in Sydney on 25 June 2008.

Representatives from mentor companies including Bovis Lend Lease, Inghams and OneSteel, as well as over 70 small businesses, travelled from across the state to attend the launch function, networking sessions and program orientation.

The Mentor Program allows small businesses to receive personalised advice from big business on how to meet their workplace safety, injury management and workers compensation obligations.

"Safe workplaces are productive workplaces, and this program is a further example of how WorkCover is working closely with small employers across the state to help them develop solutions to safety challenges," Ms Judge said.

Far North Coast construction business Ballina Concrete Pumping participated in the Mentor Program in 2007 and owner, Narelle Besseling, said the program has helped move her business in the right direction.

"It can be difficult for a small business to be on top of occupational health and safety. Participation in the Mentor Program has taught my staff about their workplace safety responsibilities, not only to themselves, but to their employer and their colleagues. My mentor was from one of the nation's largest construction companies and the knowledge passed on has been invaluable," Ms Besseling said.

Workplace safety is about continual improvement. The Mentor Program provides small businesses with regular, relevant contact with a large mentor business that can assist them in fostering and maintaining a safer workplace. The program is available to small business operators across NSW and is free of charge to participants.

The Mentor Program is now underway in the construction and manufacturing industries and will be piloted in further industries in the future. If you would like to express your interest in participating, please contact **1800 624 097** or email mentorprogram@workcover.nsw.gov.au.



Pictured above:

Peter Remfrey (Police Association of NSW), **Glen Bacic** (former ministerial adviser) & **Jon Blackwell** (CEO, WorkCover NSW).



Pictured above:

Raelene King (small business owner, AJ & RM King), **Virginia Judge** (MP, former Parliamentary Secretary), **John Watson** (General Manager, OHS Division, WorkCover NSW).

Workers Compensation....

Financial Performance

The latest independent valuation of the NSW WorkCover Scheme highlighted a further improvement in the six months to December 2007.

PricewaterhouseCoopers, Scheme actuaries, estimated the Scheme to be in surplus by more than \$1.2 billion as at 31 December 2007, compared to an \$812 million surplus at 30 June 2007 and a \$3.2 billion deficit at 31 December 2002.

The continued improvement of the WorkCover Scheme is the result of a number of factors including improved claims management and the lowest injury rates in NSW since the Scheme began in 1987.

The Scheme's funding ratio has also improved over the past six months, increasing from 107 per cent to 109 per cent.

As a result of the continued strong performance, NSW employers have benefited from five premium rate reductions since November 2005 – amounting to an average premium rate reduction of 30 per cent. This translates to a saving of \$785 million annually for business.

Permanent impairment payments have also been increased twice since November 2005.

Cutting Red Tape

A number of changes have recently been implemented to cut red tape and simplify workers compensation for small business.

Employers in NSW are no longer required to obtain a workers compensation insurance policy if they pay (or have reasonable grounds to expect to pay) \$7500 or less in annual wages (including private households employing domestic staff).

The exemption does not apply to an employer who engages an apprentice or trainee or is a member of a 'group' of companies for workers compensation purposes. In these circumstances, employers must still

obtain a workers compensation policy regardless of the amount of wages paid.

Importantly, workers will still have the same protection they have always had. Injured workers can still make a claim for workers compensation benefits and employers have the same obligations to provide assistance with injury management and return to work.

Employers and households exempt from holding a policy will be required to pay an administration fee of \$175 if a workers compensation claim is lodged (no claims excess will be payable in these circumstances).

Workers compensation record keeping requirements are also being simplified, with the period that wages records must be kept reduced from seven to five years. This reduces the administrative burden on businesses and improves consistency with the Australian Taxation Office and Victorian workers compensation requirements.

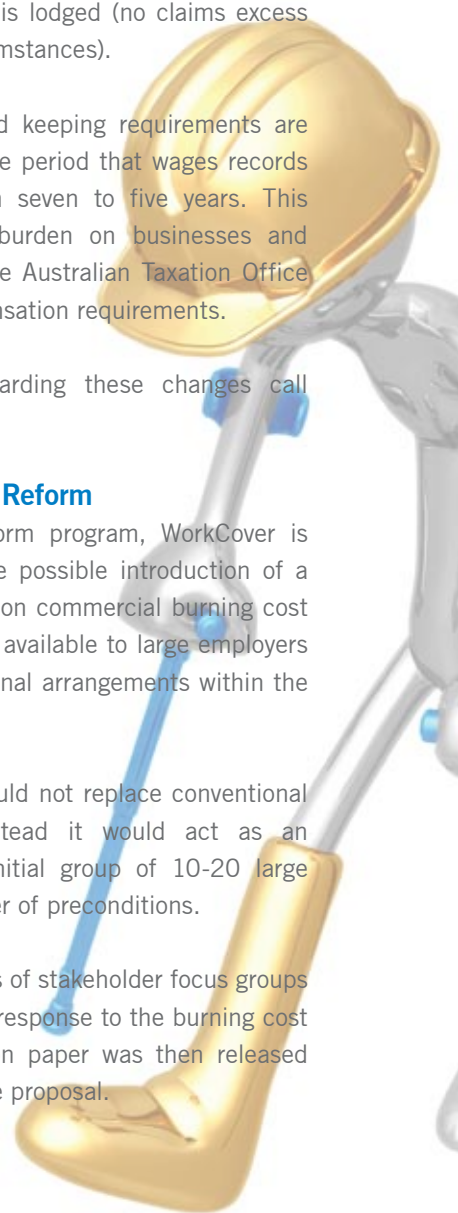
For further information regarding these changes call WorkCover on **13 10 50**.

Large Employer Premium Reform

As part of its premium reform program, WorkCover is consulting industry about the possible introduction of a new premium method based on commercial burning cost arrangements. This would be available to large employers as an alternative to conventional arrangements within the WorkCover Scheme.

The burning cost method would not replace conventional premium arrangements. Instead it would act as an alternative method for an initial group of 10-20 large employers that meet a number of preconditions.

WorkCover conducted a series of stakeholder focus groups in 2007 to test the market's response to the burning cost premium model. A discussion paper was then released which sought feedback on the proposal.



... Update

Written submissions to the discussion paper are currently being reviewed, after which a more refined model will be presented to a further series of focus groups. A copy of the discussion paper can be found on the WorkCover website at www.workcover.nsw.gov.au.

WorkCover's program of premium reform reflects an ongoing commitment to continually improve the premium system, distribute Scheme costs more fairly among employers and provide incentives to improve workplace safety, injury management and return to work.

What is a burning cost model?

A burning cost model of insurance is one in which, instead of having their premium determined on an 'industry' basis, an employer's premium more closely reflects their individual experience and success in injury prevention and claims management over a period of several years.

Soft Tissue Injury Guide

WorkCover has published a package of practical advice for reducing the risk of long-term disability and work loss for workers suffering soft tissue injury.

The Soft Tissue Injury information package includes a comprehensive overview of an integrated, active management approach as well as five advice sheets. It focuses on the important first 12 weeks of recovery and aims to facilitate a swift and successful return to work.

To obtain a copy, phone the WorkCover Publications Hotline on **1300 799 003**, or download it from www.workcover.nsw.gov.au.

Rehabilitation Provider Framework

The new approval framework for rehabilitation providers commenced on 1 July 2008.

It is the result of extensive consultation and review of the accreditation framework governing occupational rehabilitation providers.

Key points include:

- a name change from 'accredited occupational rehabilitation providers' to 'approved workplace rehabilitation providers'
- new principles and conditions
- a three year renewal process
- provider self-evaluation arrangements
- ongoing evaluations and periodic audits conducted by WorkCover.

The guidelines are consistent with the recently endorsed national framework developed by the Heads of Workers Compensation Authorities (HWCA). Their position paper Nationally Consistent Approval Framework for Workplace Rehabilitation Providers will soon be available on the HWCA website www.hwca.org.au.

WorkCover's new approval framework promotes provider responsibility in achieving quality service provision to workers and employers. Details are available in a general guide at www.workcover.nsw.gov.au.

Safety Alerts

Drive Home The Workplace Safety Message

While we don't like hearing about a death or injury in the workplace, incidents such as the following can often remind us of the importance of safe work practices.

Two workers were killed in Qld when the suspended scaffold on which they were working collapsed, while a labourer was seriously injured when an excavator rolled into a trench where he was working.

Suspended Scaffolding Alert

An investigation is underway to establish the cause of a scaffolding incident that claimed the lives of two workers on a Gold Coast, Queensland building site. The incident serves as a reminder nation-wide that any failure of a suspended scaffold or its support system is potentially catastrophic. The scaffold relies on all of its components, the correct installation and usage to ensure the safety of persons in, or in the vicinity, of suspended scaffolding.

In NSW the *Occupational Health and Safety Act 2000* requires employers to provide plant and systems of work that are safe and pose no risks to health, as well as provide information, instruction, training and supervision to ensure the employees' health and safety at work.

The following measures should be taken to ensure safety when working with suspended scaffolds supported by counterweighted suspension rigs:

- the counterweight provided should be adequate for at least three times the maximum rope tension in the support rope
- the suspension rigs, or needles, should be designed by competent persons to support the maximum rope tension at the given outboard

- the counterweights should be fixed to the suspension rig to prevent dislodgement
- the winch ropes and other components should be inspected prior to installation
- the scaffold should be clearly marked with its rated capacity and not overloaded
- a single rope protective device, or a second rope, to hold the scaffold in the event of a winch malfunction should be provided or incorporated into each scaffold hoist



- the scaffold should be installed by persons holding an Advanced Scaffolding, or Advanced Rigging Certificate of Competency
- employers must ensure that suspended scaffolding is inspected regularly by a competent person
- operators should check the scaffold, including the suspension rig, prior to each day's use to check for any obvious damage or missing counterweights.

WorkCover Chief Executive Officer, Jon Blackwell, said it is important that employers and workers in the construction industry are aware of the dangers of operating equipment near excavations.

"It is essential that adequate measures are taken to prevent the collapse of an excavation due to the use of mobile plant in the vicinity," Mr Blackwell said.

"Work in high-risk areas, such as those around excavations greater than 1.5 metres deep, should involve a thorough risk assessment, close supervision and control measures."

"Where possible, avoid work in an area immediately adjoining an excavation," he said.

Employers and those who operate earthmoving equipment should ensure:

- a competent person assesses the stability of the excavation at appropriate intervals
- an appropriately qualified person designs and supervises the construction of suitable shoring, benching or battering
- emergency procedures are developed and maintained in case of an excavation collapse.

Safety Warning For Use Of Earthmoving Equipment Near Excavations

WorkCover NSW has issued a reminder to operators of earthmoving equipment to ensure they follow adequate safety precautions when working near excavation sites.

The warning follows a serious injury to a labourer earlier this year after he was trapped when the skid steer excavator a workmate was operating rolled over into a trench where he was working.



For more information visit www.workcover.nsw.gov.au and follow the links to publications, OHS and Safety Alerts.

How Do You Persuade A 1100kg Rhino To Visit The Vet?

The smart answer to this tricky question should probably be **“Very, very carefully.”**

However staff at Taronga Western Plains Zoo, who run a highly successful black rhinoceros breeding program, have come up with a very clever answer in the shape of a special lifting device which enables a rhino to be moved without risk to humans.

Black rhinos are not only heavy, but are rugged individualists with highly unpredictable behaviour who present a safety risk to staff conducting the breeding program.

The custom designed ‘Rhino Lifter’ enabled the zoo to achieve the world’s first rhino in vitro fertilisation (IVF) procedure – a major step in ensuring the survival of this endangered species – successfully and without risk to staff.

Taronga Conservation Society Australia, which operates the zoo, is so impressed with the success of the ‘Rhino Lifter’ that they entered it in WorkCover’s 2008 SafeWork Awards.

The device enables a safely tranquilised rhino to be lifted and lowered onto a heavy duty steel table, custom built by zoo staff from recycled materials, for IVF procedures as well as essential health checks to be performed.

As the anaesthetic starts to take effect staff attach leg restraints and use the specially designed sling to lay the rhino on its side on a rubber mat.

The sling is lined with foam padding and fits between the animal’s front and rear legs, avoiding the stomach. Straps on the sling are attached to a steel-lifting frame and the rhino is ready to be moved to a different location with the aid of a front-end loader.

The sling enables the rhino’s weight to be evenly distributed during the moving process, while straps under its chin support its massive head and prevent the rhino from suffocating.

Design of the veterinary table, which has to be light enough to manoeuvre quickly to ensure safe manual handling, but also strong enough to support an 1100 kg slumbering rhino, was engineered to the nearest centimetre.

It is essential that the height of the 16-legged table aligns exactly with the dangling rhino and its supportive bobcat when this strange combo arrives at the vets!

WorkCover NSW CEO Jon Blackwell commented: **“Since 2004, when the SafeWork Awards commenced, we**



Serious About Safe Business? Goes Interstate

have received a number of interesting, inventive and creative entries, but the 'rhino sling' must rate as the most unusual entry to date.

"Although a majority of entries we receive may be less spectacular, they all share a common purpose – to showcase innovation and excellence, and recognise best practice by highlighting industry achievement in workplace safety," he said.

Taronga Conservation Society Australia has entered the 'Rhino Lifter' in Category 2 of the SafeWork Awards for Best solution to an identified workplace health and safety issue.

Currently SafeWork Award panel members are assessing over 120 entries and finalists will be announced mid September.

Winners are announced at the Black Tie Dinner held this year at Acer Arena, Olympic Park on 29 October. All guests enjoy a sumptuous three-course dinner, drinks and live entertainment.

Don't miss out, reserve your seat now by visiting www.safeworkawards.com.au or by contacting Australian Exhibitions and Conferences on (03) 9654 7773.

WorkCover NSW has always known that ***Serious about safe business?*** is a useful tool. With other safety authorities now distributing the pack throughout Australia, it seems it is very useful indeed.

Victoria, Queensland, South Australia, Tasmania and the ACT have all adopted the publication in their respective states and territories, and the feedback is positive.

Serious about safe business? – or the ***Small business safety pack*** – is a slim, glossy portfolio containing information to help employers assess whether they comply with legislation.

Using a simple red–orange–green rating system, the publication helps businesses answer three basic questions:

1. *How do you rate?*
2. *How do you improve?*
3. *Where can you get more assistance?*

Inserts give clear and practical advice on what steps employers should take next. Handy examples show exactly how to structure safety documents. In short, the pack works because it is so easy to use.

Other health and safety authorities recognise this and – in the spirit of national harmonisation – have chosen to adapt rather than re-create.

Serious about safe business? is an essential workplace safety tool for any small business. To get your copy, contact the WorkCover Assistance Service on **13 10 50**.

safe business is good business

Record Entries

For 2008 Young Workers Poster Competition

The 2008 Young Workers Poster Competition has attracted a record number of entries with over 800 entries received from young workers and students across NSW.

The calibre of entries received this year has been extremely high and just 45 winners and runners up have been selected following three rigorous rounds of judging.

Members of the public have also had the opportunity to vote for their preferred poster designs as part of the People's Choice Awards.

By registering their vote online, members of the public have also gone in the draw to win an Apple iPod Nano.

Entries submitted to the 2008 Young Workers Poster Competition were themed around the tagline ***My reason for workplace safety is...*** with the poster's design supporting the answer with consideration to the impact of a workplace injury.

Last year the competition was open only to secondary and tertiary students but in 2008 has been expanded to all NSW residents aged 19-25, which has delivered an innovative selection of designs.

Winners will be announced at an awards ceremony at Luna Park on 25 September and posted online at **www.youngworkers.com.au** on 29 September.

Winners announced
29 September at
www.youngworkers.com.au

Help Keep Young Workers Safe

The annual poster competition encourages young workers to think about the importance of occupational health and safety as well as the impact of a workplace injury.

Young workers are often at a higher risk of being injured on the job than most other age groups because of their inexperience. About 14 per cent of all employment injuries and occupational diseases in NSW occur among the State's 551,000 young workers, with 16 workers under the age of 25 being injured each day.

It is important that employers support young workers and provide them with information and training about work hazards and safe work practices, while giving consideration to their age and experience.

It is also imperative that a culture of workplace safety is established so young workers have an understanding about the risks of injury and how to manage them appropriately.

Information and guidance material on how to keep young workers safe is available from **www.workcover.nsw.gov.au** or by calling **13 10 50**.

YOUNG WORKERS

"leading teams : working well" Reducing Workplace Stress

Psychological injury is a key issue for the Health and Community Services (HACS) sector. Workplace stress has been identified as a potential contributing factor.

WorkCover NSW is piloting a practical improvement program in selected HACS workplaces to reduce the negative impact of stress. The program follows on from WorkCover's commissioned research project *Work Related Stress: Causes, Impact and Solutions*.

The program is designed to encourage participating workplace leaders and staff to work together to achieve sustainable improvement in organisational health – *leading teams:working well*.

The demonstration project is overseen and supported by a Steering

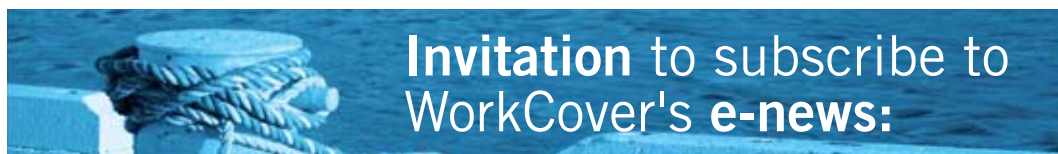
Committee with representatives from WorkCover, NSW Department of Health, NSW Department of Ageing, Disability & Home Care (DADHC), NSW Department of Community Services (DoCS), NSW Nurses' Association and the Public Service Association of NSW.

The project has three HACS sector organisations, one from DoCS, one from DADHC and one from Health. Each has nominated a work group within their organisation to participate in the demonstration project and has made a commitment to support the project by enabling project team members to attend workshops and implement an action-learning project in their workgroup. They have also committed to ensuring senior management support within their organisation to make change a priority.

This commitment will ensure that the *leading teams : working well* program is successfully driven through the participating work group, both top-down and bottom-up.

A *leading teams : working well* webpage has been set up and can be accessed from the WorkCover website www.workcover.nsw.gov.au. This page currently provides basic information on the demonstration project, and will be updated from time to time as the project progresses.

It is envisaged that the results from this project, along with the tools and principles developed, will be of benefit to not only other HACS sector organisations but transferable to other industries.



Invitation to subscribe to WorkCover's e-news:



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- Provided with information regarding rebates, grants and subsidies
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New South Wales Government

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For further information please contact **WorkCover** on **13 10 50**.



New Guides Tackle Fatigue At Work

Fatigue affects the way we function and our health and wellbeing; fatigue at work can lead to serious injuries. WorkCover NSW, in partnership with WorkSafe Victoria, has published a practical guide to avoiding fatigue.

Fatigue is more than just being tired. It is an acute state of mental or physical exhaustion that prevents us from performing within normal limits. As an indication, being awake for 20 hours can impair performance to the same degree as having a blood-alcohol content of 0.1 per cent.

Considering the potential risks this could cause in many workplaces, WorkCover and WorkSafe have developed a generic guide to fatigue management, which can be applied across industries.

The guide identifies and addresses various factors that contribute to fatigue, including:

- the demands of work
- work scheduling and planning
- working time
- environmental conditions
- individual factors.

Along with advice and case studies, the guide provides a 'fatigue hazards identification checklist' for employers and handy tips for workers, covering sleep, drugs and alcohol, medical conditions and fitness.

Fatigue prevention in the workplace is designed to complement other publications that provide more detailed information on avoiding fatigue and complying with legislative requirements.

One such document recently published by WorkCover is the *Driver fatigue management verification tool*, focusing on fatigue in the long-distance trucking industry.

This guide provides specific advice on how to avoid the dangers of truck driver fatigue, based around developing a driver fatigue management plan (DFMP) – as required by the *Occupational Health and Safety Regulation 2001*. The guide also contains an essential tool that can be used by businesses to verify that their DFMPs comply with those legal obligations.

Through collaboration with WorkSafe and industry bodies, WorkCover has produced these guides to help businesses reduce the risks of fatigue in the workplace.

The general guide *Fatigue prevention in the workplace* and the industry-specific *Driver fatigue management verification tool* can be downloaded from www.workcover.nsw.gov.au



Mentor Program At Work In Orange

Peter Cornish's construction company is small. He has one apprentice and the total workforce would fit in a taxi. In 30 years he has never lodged a workers compensation claim, but that didn't stop him deciding to take part in the WorkCover NSW Mentor Program, which matches small businesses with big business mentors to improve safety on site.

"I figured I had nothing to lose and a lot to gain," said Mr Cornish. "The safety legislation is always changing and you need to keep up to scratch with it."

Cornish Constructions, based in the city of Orange, focuses on home and business renovations. Their mentor for the program was Boral.

"Apart from wanting to be a good corporate citizen, we saw it as an opportunity to build relationships with sub-contractors," said Susan Fields, OHS Manager with Boral. "The program helped our OHS and operational staff understand the difficulties small operators face and encouraged them to take an active role in assisting these operators to improve safety."

"WorkCover's focus is to not only provide support for the program, but to allow the participants to drive the process themselves based on their individual needs," said Ian Girkin, Project Officer for the Mentor Program. "This allows the people involved to share their hands-on experience with workplace safety."

Although Cornish Constructions already had a high degree of safety awareness, the program still led Peter to make changes. During a site visit the Boral OHS Officer noticed things like workers covering their high-visibility vests with a jacket when the weather turned cold. He also suggested a greater use of protective glasses and having safety procedure documents on hand rather than locked safely away in a cupboard.

"I found the workshops valuable – particularly the ones attended by WorkCover inspectors," said Mr Cornish. "They have real-life experience and raised issues that I just hadn't thought about. That's the thing about accidents – you don't see them coming."

One session that had a strong impact involved presentations from people who have been permanently disabled by a workplace injury. Their stories demonstrate how easily accidents can occur if a single safety procedure is not followed.

"I think it's something that every worker should experience," Mr Cornish commented. "It's pretty horrifying, but I think it's easy to become complacent and something like this really brings home what the consequences can be when you cut corners."

The Mentor Program is now underway in the construction and manufacturing industries and will be piloted in further industries in the future. If you would like to express your interest in participating contact **1800 624 097** or email mentorprogram@workcover.nsw.gov.au.

Special thanks goes to GIO for supplying this story.

Twist And Shout!

Consulting Workers On Ergonomics



Most employers consult their workers on safety matters; not as many consult them specifically on manual handling issues. Participatory Ergonomics (PE), a problem solving approach using consultation, is suitable for medium to larger organisations to reduce manual handling injuries.

Manual handling injuries account for over 30 per cent of major workers compensation claims in NSW. Although the statistics are clear, the conditions that lead to such injuries are not always easy for employers to detect.

Manual handling can affect workers gradually over time. If a worker has been doing a job all day for a week without obvious injury, how can an employer be expected to know that the job is causing them harm? **This is where PE can help.**

PE involves workers in planning and controlling a significant amount of their own work activities and actively implementing ergonomic change to achieve better manual handling outcomes.

It works on the premise that the real experts on a particular task are the people who carry it out. There are not always visual signs that a job is uncomfortable or strenuous – the only way to know is to do that job over and over (and over!) again.

A participatory ergonomics (PE) program has a number of benefits, including:

- **workers more readily accept and implement changes**
- **increased knowledge sharing and awareness of ergonomics across organisations**
- **increased perceptions of job control and influence, as well as self confidence and competence, leading to improved workplace morale and reduced risk of injury.**

A PE program forms a team of peers to drive a new safety culture. The PE team consults with and educates other workers in the workplace, identifies manual handling stresses in peoples' roles and finds solutions.

Most PE programs have both macro and micro dimensions (ie whole of organisation to individual task focus) and involve many levels of staff. Part of the attractiveness of participatory ergonomics is the sense of ownership that workers experience when a solution is implemented successfully.

The PE team may concentrate on the major issues, but the PE approach encourages all workers to address even small hazards in their own working environment. By understanding the long-term impacts that manual handling can have on their health, workers are motivated to consider ergonomics in everything they do.

Is a PE program right for my organisation?

PE requires commitment across the business. Five factors that you need to think about are:

- 1. Resources and support**
Top-level management needs to support the program fully in order for it to work.
- 2. Forming a PE team**
You will need to involve six to eight people in your PE team, with the right balance of business and ergonomic knowledge.
- 3. The organisational climate**
The outcome of a PE program can depend on when you start the program. If you can integrate PE into existing OHS systems then it has a better chance to succeed.
- 4. Involving the workforce**
PE is about making a difference for workers; it also relies on their participation. Communication is key in getting buy-in.
- 5. Training needs**
Members of your PE team will need to be trained in ergonomic concepts and tools.

What are the benefits?

Although general occupational health & safety consultation is a requirement of the *Occupational Health and Safety Act 2000*, implementing a PE program is not mandatory. So why should you do it?

Firstly, it can make a big change to your workplace safety. Workplace injuries from manual handling come with a major cost to businesses in NSW – in terms of workers compensation premiums, time off work, staff turnover and morale.

Secondly, PE can directly impact on productivity. The amount of time and resources initially spent on a PE program is soon offset by the improvements to workflows and work systems.

PE is a safety tool – but it's also good for business.

To find out more about participatory ergonomics and how it could work for you, visit www.smartmove.nsw.gov.au or call WorkCover on 13 10 50.



What's Hot?

Frequently Asked Questions

The WorkCover NSW Assistance Service is focused on providing accurate information in response to enquiries about occupational health and safety and workers compensation matters. The following frequently asked questions address some of the pressing issues facing our readers and callers.

1. What is the 2008 Renewal Program for National Certificates?

WorkCover NSW will only be renewing current license classes issued in NSW between **1 April 1996** and **29 March 2004** at a cost of \$60 per license/ticket, regardless of the number of classes. If you have a license issued in another State or Territory you must apply to the OHS authority in that State/Territory to renew that class.

Since December 2007, WorkCover has been sending Renewal Packs to holders of National Certificate Of Competency's issued between the above dates. WorkCover must have a current address to ensure the worker receives this notice. If there is any doubt you must complete and supply the Change of Address Notification form to enable records to be updated.

Anyone with a licence issued before 1997 who has not converted their licence should contact the WorkCover Renewals Team on **1800 201 225**.

If you have changed address and not notified WorkCover you will need to complete a Change of Address form which can be downloaded from the WorkCover website at www.workcover.nsw.gov.au or by phoning **13 10 50**.

2. How do I replace my Construction Induction Card?

You can apply for a replacement Construction Induction Card where the certificate was issued after 29 March 2004. You will need to complete the Replacement Form that can be downloaded at www.workcover.nsw.gov.au by following the links to *Training and Construction Induction*.

3. How do I lodge a workplace complaint?

You should first try resolving it 'in house', if you haven't already done so. This may include speaking with your manager, an OHS committee representative or a union representative. If you feel that this course of action will jeopardise your safety or you are not having any success in resolving your issue you can lodge a workplace complaint with WorkCover by calling **13 10 50**.

4. How can I check on the progress of my new National Certificate of Competency?

You can ring WorkCover on **13 10 50** to check the progress of your application. Please note that the processing timeframe is currently around 6 – 8 weeks.



5. How do I lodge a workers compensation claim?

You must notify your employer of your injury as soon as possible. Your employer should then contact their Workers Compensation Insurer within 48 hours. You will also need to obtain a WorkCover Medical Certificate from your GP and provide this to your employer.

For more information with regard to the Claims and Benefits that you are entitled to please see our Fact Sheet at www.workcover.nsw.gov.au and follow the links to Publications, Workers Compensation, Claims and Fact Sheets.

Do you have a question?

If you have a question you would like answered call the WorkCover Assistance Service on **13 10 50**.

Did You Know?

Nursing

- over the past five years injuries in the nursing profession have decreased by 31 per cent
- permanent impairment injuries among nursing professionals has decreased by 57 per cent since 2002-03.

Retail

- injuries among retail sales assistants have decreased by 11.5 per cent since 2002-03
- permanent impairment injuries among retail sales assistants have decreased by 27 per cent since 2002-03
- in 2006-07 there were 1570 workers compensation claims within the cleaning industry a reduction of 24 per cent since 2004-05.

- the incident rate of workplace fatalities in New South Wales has declined by 57 per cent over the past two decades
- the overall incident rate of injuries in New South Wales has dropped to 14.0 injuries per 1000 workers in 2006-07.

Workshop CALENDAR

TITLE	EVENT DATE	EVENT TIME	LOCATION
Workplace Safety Essentials - Manual Handling	Wednesday 8 October 2008	Registration: 1:00pm Session: 1:30pm to 3:30pm	Tuggerah
Workplace Safety Essentials - Serious about Safety	Wednesday 8 October 2008	Registration: 1:30pm Session: 2:00pm to 4:00pm	Albury
Workplace Safety Essentials - Serious about Safety	Wednesday 8 October 2008	Registration: 1:30pm Session: 2:00pm to 5:00pm	Woonona
Workplace Safety Essentials - Manual Handling	Thursday 9 October 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Port Macquarie
Workplace Safety Essentials - Manual Handling	Tuesday 14 October 2008	Registration: 1:00pm Session: 1:30pm to 3:30pm	Mayfield
Workplace Safety Essentials - Manual Handling	Tuesday 14 October 2008	Registration: 2:30 pm Session: 3:00pm to 5:00pm	Campbelltown
Workplace Safety Essentials - Serious about Safety	Thursday 16 October 2008	Registration: 5:30pm Session: 6:00pm to 8:30pm	Scone
Workplace Safety Essentials	Thursday 16 October 2008	Registration: 9:30am Session: 10:00am to 1:00pm	Oberon
Workplace Safety Essentials - Occupational Health & Safety	Tuesday 21 October 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Goulburn
Workplace Safety Essentials - Rural	Wednesday 22 October 2008	Registration: 1:30pm Session: 2:00pm to 4:00pm	Albury
Workplace Safety Essentials - Occupational Health & Safety	Wednesday 22 October 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Queanbeyan
Workplace Safety Essentials - Serious about Safety	Wednesday 22 October 2008	Registration: 1:30pm Session: 2:00pm to 5:00pm	Wollongong
Workplace Safety Essentials - Working with Chemicals	Thursday 23 October 2008	Registration: 9:30am Session: 10:00am to 1:00pm	Murwillumbah
Workplace Safety Essentials - Occupational Health & Safety	Monday 27 October 2008	Registration: 9:00am Session: 9:30am to 11:30pm	Goonellabah
Workplace Safety Essentials - Manual Handling	Tuesday 28 October 2008	Registration: 5:30pm Session: 6:00pm to 8:00pm	Liverpool
Workplace Safety Essentials - Serious about Safety	Tuesday 28 October 2008	Registration: 2:30 pm Session: 3:00pm to 6:00pm	Cronulla
Workplace Safety Essentials - Manual Handling	Tuesday 28 October 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Narrabeen
Workplace Safety Essentials - Manual Handling	Tuesday 28 October 2008	Registration: 5:30pm Session: 6:00pm to 8:00pm	North Ryde
Workplace Safety Essentials - Construction Safety Essentials	Tuesday 28 October 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Coogee
Workplace Safety Essentials - Occupational Health & Safety	Wednesday 29 October 2008	Registration: 9:00am Session: 9:30am to 12:00pm	Coffs Harbour
Workplace Safety Essentials - Serious about Safety	Wednesday 29 October 2008	Registration: 5:30pm Session: 6:00pm to 8:00pm	Maitland
Workplace Safety Essentials - Manual Handling	Wednesday 29 October 2008	Registration: 2:30pm Session: 3:00pm to 5:00pm	South Hurstville
Workplace Safety Essentials - Occupational Health & Safety	Wednesday 29 October 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Castle Cove
Workplace Safety Essentials - Manual Handling	Thursday 30 October 2008	Registration: 5:30pm Session: 6:00pm to 8:00pm	Strathfield
Workplace Safety Essentials - Occupational Health & Safety	Thursday 30 October 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Narrabeen
Workplace Safety Essentials - Manual Handling	Thursday 30 October 2008	Registration: 9:30am Session: 10:00am to 2:00pm	Macquarie Fields
Workplace Safety Essentials - Workers Compensation	Thursday 30 October 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	North Ryde
Workplace Safety Essentials - Serious about Safety	Wednesday 5 November 2008	Registration: 1:00pm Session: 2:00pm to 5:00pm	Mittagong
Workplace Safety Essentials - Manual Handling	Wednesday 5 November 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Taree

TITLE	EVENT DATE	EVENT TIME	LOCATION
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 5 November 2008	Registration: 9:00am Session: 9:30am to 11:30am	Alstonville / Wollongbar
Workplace Safety Essentials - Workers Compensation	Wednesday 5 November 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Manly
Workplace Safety Essentials - Serious about Safety	Tuesday 11 November 2008	Registration: 9:30am Session: 10:00am to 1:00pm	Gulgong
Workplace Safety Essentials - Manual Handling	Tuesday 11 November 2008	Registration: 1:00pm Session: 1:30pm to 3:30pm	Nelson Bay
Workplace Safety Essentials - Serious about Safety	Tuesday 11 November 2008	Registration: 5:30pm Session: 6:00pm to 8:00pm	Toronto
Workplace Safety Essentials - Workers Compensation	Tuesday 11 November 2008	Registration: 3:30pm Session: 4:00pm to 6:00pm	Macquarie Fields
Workplace Safety Essentials - Serious about Safety	Wednesday 12 November 2008	Registration: 2:30pm Session: 3:00pm to 5:00pm	Bankstown
Workplace Safety Essentials	Thursday 13 November 2008	Registration: 9:30am Session: 10:00am to 1:00pm	Cowra
Workplace Safety Essentials	Thursday 13 November 2008	Registration: 4:30pm Session: 5:00pm to 8:00pm	North Ryde
Workplace Safety Essentials	Friday 14 November 2008	Registration: 9:00am Session: 9:30am to 12:30pm	Fairfield
Workplace Safety Essentials – Occupational Health & Safety	Monday 17 November 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Cooma
Workplace Safety Essentials - Workers Compensation	Tuesday 18 November 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Regents Park
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 19 November 2008	Registration: 1:30pm Session: 2:00pm to 4:00pm	Albury
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 19 November 2008	Registration: 2:30pm Session: 3:00pm to 5:00pm	Narrabeen
Workplace Safety Essentials	Thursday 20 November 2008	Registration: 9:00am Session: 9:30am to 12:30pm	Campbelltown
Workplace Safety Essentials - Serious about Safety	Thursday 20 November 2008	Registration: 4:30pm Session: 5:00pm to 7:00pm	Strathfield
Workplace Safety Essentials – Occupational Health & Safety	Monday 24 November 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Jindabyne
Workplace Safety Essentials	Tuesday 25 November 2008	Registration: 4:30pm Session: 5:00pm to 8:00pm	South Hurstville
Workplace Safety Essentials - Manual Handling Risk Management	Wednesday 26 November 2008	Registration: 1:30pm Session: 2:00pm to 4:30pm	Nambucca Heads
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 26 November 2008	Registration: 9:00 am Session: 9:30am to 11:30am	Kyogle
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 26 November 2008	Registration: 5:45pm Session: 6:00pm to 8:00pm	Glenbrook
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 26 November 2008	Registration: 9:30am Session: 10:00am to 12:00pm	Tweed Heads
Workplace Safety Essentials	Wednesday 26 November 2008	Registration: 4:30pm Session: 5:00pm to 8:00pm	Liverpool
Workplace Safety Essentials - Manual Handling	Wednesday 26 November 2008	Registration: 5:30pm Session: 6:00pm to 8:00pm	Cronulla
Workplace Safety Essentials	Wednesday 26 November 2008	Registration: 4:30pm Session: 5:00pm to 8:00pm	Chatswood

To find out more about the workshops listed in the table above and others,
telephone WorkCover NSW on **13 10 50** or visit www.workcover.nsw.gov.au/safebusiness



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HEAD OFFICE

Office Hours:

8:30am – 5:00pm Monday to Friday

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GOSFORD 2250
P: (02) 4321 5000
F: (02) 4325 4145
Post: WorkCover NSW,
Locked Bag 2906
LISAROW 2252

WORKCOVER ASSISTANCE SERVICE

Office Hours:

8:30am – 5:00pm Monday to Friday

Gosford

92-100 Donnison Street,
GOSFORD 2250
P: 13 10 50

REGIONAL OFFICES

Office Hours:

8:30am – 4:30pm Monday to Friday

Newcastle

Level 1, Suite C,
Cnr Fitzroy and Cowper Street,
CARRINGTON 2294
P: (02) 4921 2900
F: (02) 4940 8558
Post: PO Box 2186
DANGAR NSW 2309

Wollongong

106 Market Street,
WOLLONGONG 2500
P: (02) 4222 7333
F: (02) 4226 9087

METROPOLITAN & DISTRICT OFFICES

Office Hours:

8:30am – 4:30pm Monday to Friday

Albury

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429 Swift Street,
ALBURY 2640
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F: (02) 6041 2580
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ALBURY 2640

Ballina

11 Grant Street,
BALLINA 2478
P: (02) 6620 6900
F: (02) 6681 6100
Post: PO Box 903
BALLINA 2478

Bega

Shop 1, 248 Carp Street,
BEGA 2550
P: (02) 6491 6600
F: (02) 6494 7151
Post: PO Box 943
BEGA 2550

Blacktown

Suite L0302, Level 3,
22 Main Street,
BLACKTOWN 2148
P: (02) 8882 4200
F: (02) 9831 8246
Post: PO Box 886
BLACKTOWN 2148

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Level 10, Centennial Plaza,
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F: (02) 9281 9633
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Chatswood

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Albert Avenue,
CHATSWOOD 2067
P: (02) 9406 3800
F: (02) 9413 1190

Coffs Harbour

Suite 33, Jetty Village
Shopping Centre,
361 Harbour Drive,
COFFS HARBOUR 2450
P: (02) 6659 1700
F: (02) 6652 8213

Dubbo

Level 2, 1 Church Street,
DUBBO 2830
P: (02) 6841 7900
F: (02) 6884 2808

Goulburn

Lower Ground Floor,
159 Auburn Street,
GOULBURN 2580
P: (02) 4824 1500
F: (02) 4822 1242
Post: PO Box 242
GOULBURN 2580

Griffith

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F: (02) 6964 1738

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HURSTVILLE 2220
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Liverpool

Level 3, 33 Moore Street,
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F: (02) 9824 0348
Post: PO Box 959
LIVERPOOL 1871

Maitland

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Narrabri

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NARRABRI 2390

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F: (02) 4422 4997
Post: PO Box 1597
NOWRA 2541

Orange

74 McNamara Street,
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F: (02) 6362 8820
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ORANGE 2800

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PARRAMATTA 2150
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Tweed Heads

Units 25 & 26, Corporate House
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TWEED HEADS SOUTH 2486

Wagga Wagga

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F: (02) 9980 6849

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Testsafe Australia
Ground Floor, 919 Londonderry Road,
LONDONDERRY 2753
P: (02) 4724 4900
F: (02) 4724 4999
Post: PO Box 592
RICHMOND 2753

Fatalities

The following is a list of workplace fatalities occurring in New South Wales since those listed in Volume 73 of *WorkCover News*. This covers traumatic incidents that resulted in a fatality, occurring from 1 April 2008 to 30 June 2008 inclusive.

- a worker was removing a steel formwork shutter, when the shutter fell (approx 4.1 metres) hitting the worker in the head
- a worker was run over by a “dog” trailer as it was leaving a roadwork construction zone

- a worker was cleaning a PVA packing unit on a production line, when a large ram attached to a power-elevating unit hit the worker in the back of the head
- a worker died while operating high pressure cleaning equipment in a recycling pit. The worker lost control of the equipment, which swung around fatally injuring the worker

- a worker was transferring fuel from a transport tanker to the service station tanker when an explosion occurred

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.

Your feedback is important to us!

Complete the readers survey in this edition of WorkCover News and you could WIN.....

2 tickets to the SafeWork Awards 2008 Presentation Dinner on Wednesday 29th October at Acer Arena, Sydney Olympic Park. Prize includes overnight accommodation and breakfast.

The survey is an opportunity for you to provide us with your valuable feedback on what articles are important to you and what you would like to see in WorkCover News.

WorkCover NSW is keen to ensure that we are meeting your needs for information on current occupational health and safety and workers compensation matters.

We look forward to hearing your feedback!

North Coast Safety Forums

Two safety forums were held on the NSW North Coast recently in response to feedback from local small businesses. The forums, held in Ballina and Tweed Heads, focused on working at heights and working near overhead power lines and underground assets.

Lydia Plim, Business Advisory Officer at WorkCover NSW's Tweed Heads office, stressed the importance of these safety forums for the area. ***"Ballina and Tweed Heads have a high level of construction work, so these are important topics here,"*** said Lydia.

The Ballina safety forum was developed through close partnership between WorkCover NSW, the Housing Industry Association and the Master Builders Association.

WorkCover is committed to helping NSW achieve safe, secure and productive workplaces. We do this by working in partnership with NSW employers, employees, and the community to continually improve workplace safety, return to work outcomes and security for injured workers.

Safety forums provide key safety messages to small business operators with a local perspective. They also provide the chance to talk face-to-face with industry experts about safety in their workplace.



Pictured above from left:

Col Buttenshaw (Safety Manager North Coast/QLD HIA), **Stephen Brown** (A/Area Manager North Coast Country Energy), **Selina Atkinson** (Regional Manager MBA), **Ian Low** (State Coordinator - Electrical), **Trish Wilson** (Business Advisory Officer Ballina), **Ken Martin** (District Coordinator Tweed Heads).

For more information about a Safety Forum, workshop or event in your area visit
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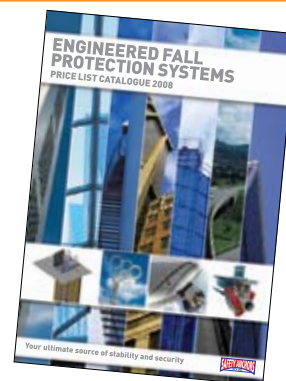
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OHS Risk Management (for managers and supervisors)
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October 2008 - March 2009 Calendar

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OHS Consultation (4 days)

Cost: \$525 (gst inc)

This 4 day WorkCover accredited course meets the legislative training requirements for OHS committees and OHS representatives. It aims to provide participants with knowledge, skills and attitudes necessary to apply the principles of workplace OHS consultation as an integral part of an effective OHS management.

Month	Days	Location
Sep/Oct	Thursday, 18 Thursday, 25 Thursday, 2 Thursday, 9	Sydney - City
October	Tuesday, 7 Wednesday, 8 Tuesday, 14 Wednesday, 15	Parramatta
Oct/Nov	Thursday, 23 Thursday, 30 Thursday, 6 Thursday, 13	Sydney - City
November	Monday, 3 Monday, 10 Monday, 17 Monday, 24	Parramatta
November	Tuesday, 4 Wednesday, 5 Tuesday, 11 Wednesday, 12	Sydney - City
December	Monday, 1 Tuesday, 2 Monday, 8 Tuesday, 9	Parramatta
December	Wednesday, 3 Thursday, 4 Wednesday, 10 Thursday, 11	Sydney - City
January	Wednesday, 7 Wednesday, 14 Wednesday, 21 Wednesday, 28	Parramatta
January	Thursday, 8 Thursday, 15 Thursday, 22 Thursday, 29	Sydney - City
February	Monday, 2 Tuesday, 3 Monday, 9 Tuesday, 10	Sydney - City
February	Wednesday, 18 Thursday, 19 Wednesday, 25 Thursday, 26	Parramatta
March	Tuesday, 3 Tuesday, 10 Tuesday, 17 Tuesday, 24	Sydney - City
March	Wednesday, 11 Thursday, 12 Wednesday, 18 Thursday, 19	Parramatta

First Aid - Senior

Cost: \$125 (gst free)

This 1 day WorkCover and VETAB accredited course covers the outcomes required to recognise and respond to an emergency using basic life support measures.

Month	Days	Location
October	Saturday, 11	Parramatta
October	Monday, 13	Parramatta
October	Monday, 20	Parramatta
October	Saturday, 25	Parramatta
October	Monday, 27	Parramatta
November	Monday, 3	Parramatta
November	Saturday, 8	Parramatta
November	Monday, 10	Parramatta
November	Monday, 17	Parramatta
November	Saturday, 22	Parramatta
November	Monday, 24	Parramatta
December	Monday, 1	Parramatta
December	Saturday, 6	Parramatta
December	Monday, 8	Parramatta
December	Monday, 15	Parramatta
December	Saturday, 20	Parramatta
January	Saturday, 3	Parramatta
January	Monday, 5	Parramatta
January	Saturday, 17	Parramatta
January	Monday, 19	Parramatta
January	Saturday, 31	Parramatta
February	Monday, 2	Parramatta
February	Saturday, 14	Parramatta
February	Monday, 16	Parramatta
February	Saturday, 28	Parramatta
March	Monday, 2	Parramatta
March	Saturday, 14	Parramatta
March	Monday, 16	Parramatta
March	Saturday, 28	Parramatta
March	Monday, 30	Parramatta

Traffic Control (RTA approved) (1 day) Cost: \$150 (gst free)

This course is for any person required to control traffic using a Stop-Slow bat.

The course runs every Thursday.

Introduction to RTW Coordination (2 days)

Cost: \$390 (gst free)

Employers who have a worker's compensation premium of more than \$50,000 are required by law to have a Return-to-Work Coordinator who must complete this WorkCover course. This course gives a Return-to-Work Coordinator the basic skills and knowledge, to effectively manage workplace injuries.

Month	Days	Location
October	Tuesday, 21 Wednesday, 22	Parramatta
November	Wednesday, 19 Thursday, 20	Parramatta
December	Thursday, 11 Friday, 12	Parramatta
January	Thursday, 29 Friday, 30	Parramatta
February	Tuesday, 17 Wednesday, 18	Parramatta
March	Wednesday, 25 Thursday, 26	Parramatta

OHS Risk Management for Supervisors and Managers

Cost: \$300 (gst free)

This is a one day course for managers and supervisors. The course aims to familiarise participants with the knowledge and skills necessary to apply the principles of risk management as an integral part of an effective OHS management system. It will assist supervisors to effectively manage health and safety in their area of responsibility.

Month	Days	Location
October	Monday, 27	Parramatta
November	Wednesday, 26	Parramatta
December	Monday, 15	Parramatta
January	Monday, 19	Parramatta
February	Tuesday, 24	Parramatta
March	Monday, 30	Parramatta

Green Card / White Card (WorkCover OHS Induction for Construction) (1 day)

This course is aimed at all new workers carrying out construction work, including self-employed persons, labourers, apprentices, trainees, trades-persons, supervisors and project managers. It is a legal requirement to complete this course.

Daily Parramatta & Sydney - City

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2008 TRAINING CALENDAR

OHS Consultation for Workplace Committee Members and OHS Representatives

- > 14, 15, 16, 17 July
- > 4, 5, 11, 12 August
- > 2, 9, 16, 23 September
- > 13, 14, 20, 21 October
- > 3, 4, 5, 6 November
- > 1, 2, 8, 9 December

OHS Risk Management

- > 21, 22 July
- > 10, 11 September
- > 15, 16 October
- > 24, 25 November

OHS Fundamentals (4 Days)

- > 3, 10, 17, 24 October

OHS Committee Refresher Training

- > 27 October

OHS Workplace Committee Chairperson Course

- > 11 December

First Aid

- > 23, 24 July
- > 3, 4 September
- > 17, 18 November

First Aid Recertification

- > 24 July
- > 4 September
- > 18 November

Managing Plant Hazards

- > 26, 27 November

Manual Handling Employee Awareness

- > 25 September
- > 10 December

Introduction to Return to Work Co-Ordinator

- > 18, 19 August
- > 12, 13 November

Developing and Implementing OHS Management Systems

- > 17, 18 September

How to Conduct an OHS Audit of your Workplace

- > 1, 2 October

OHS Incident Investigation

- > 27, 28 August

Applying Principles of Occupational Health

- > 10, 11 November

OHS Induction for Construction Work(5 Hours)

- > 18 July
- > 13 August
- > 8 September
- > 22 October
- > 7 November

Risk Management Workshop (1/2 day)

- > 22 September

Developing Site Safety plans (1/2 day)

- > 22 September

Office Safety and Setting up workstations (1/2 day)

- > 8 October

Writing SWMS (1/2 day)

- > 8 October

Making OHS Consultation Work For Us (1/2 day)

- > 3 December

Planning for Emergencies (1/2 day)

- > 2 July
- > 3 December

OHS Risk Management (For Specific Industries) (1/2 day)

- > 29 November



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.

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