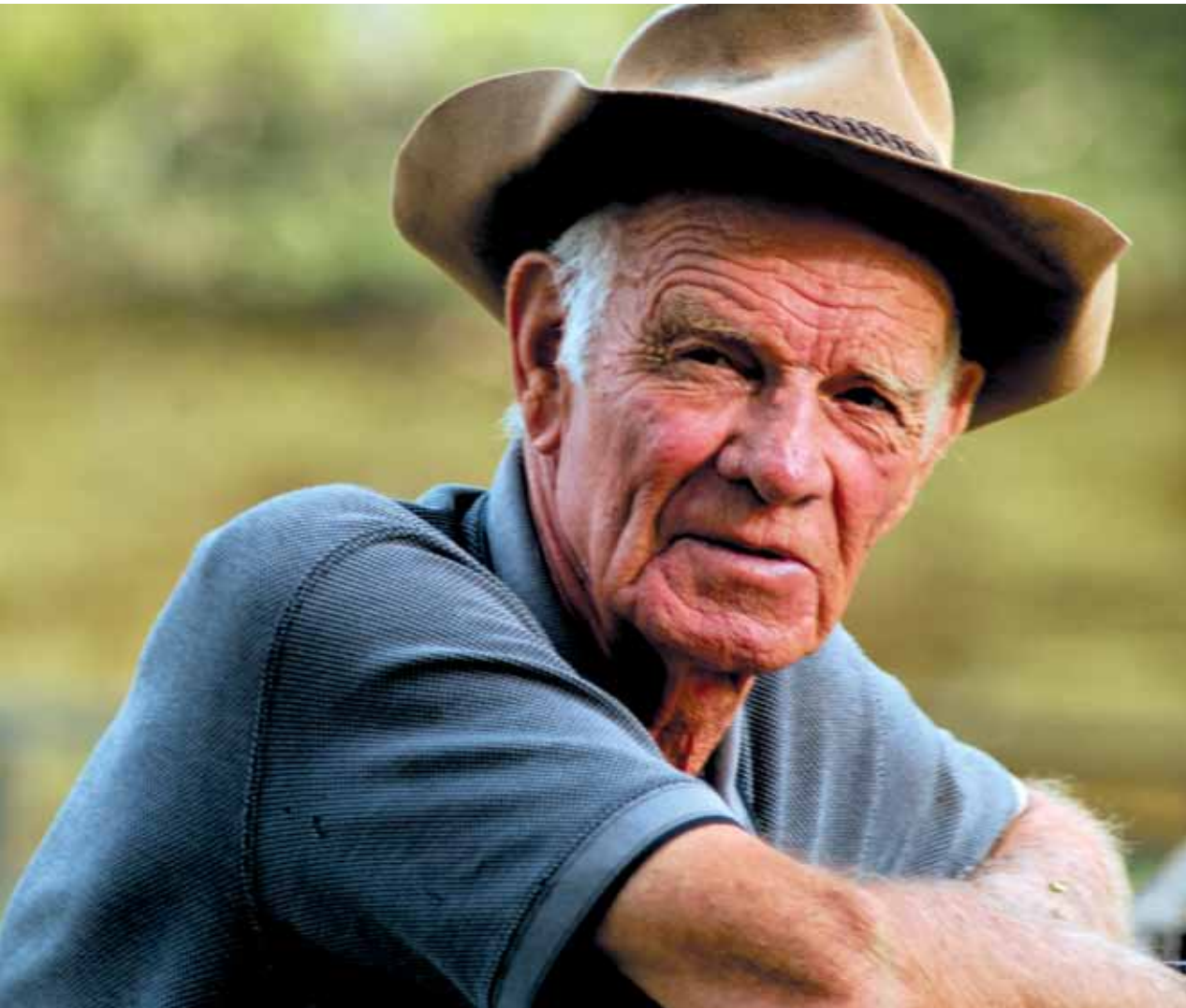


WORKCOVER NEWS

The workplace safety and injury management magazine

ISSUE
77
Jul-Sep
2009



making a difference

JULY to DECEMBER 2009

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OHS Consultation

(A WorkCover NSW Accredited Course)

CIT7	Jul	Tue	7	Wed	8	Tue	14	Wed	15	City
PAR7	Jul	Wed	8	Thu	9	Wed	15	Thu	16	Parra
PAR72	Jul	Fri	10	Fri	17	Fri	24	Fri	31	Parra
CHA7	Jul	Wed	15	Thu	16	Wed	22	Thu	23	Chats
HUR7	Jul	Wed	15	Thu	16	Wed	22	Thu	23	Hurst
CIT72	Jul	Thu	16	Fri	17	Thu	23	Fri	24	City
CIT73	Jul	Mon	20	Tue	21	Mon	27	Tue	28	City
PAR73	Jul	Mon	20	Tue	21	Mon	27	Tue	28	Parra
CIT8	Aug	Tue	4	Wed	5	Tue	11	Wed	12	City
CAM8	Aug	Thu	6	Fri	7	Thu	13	Fri	14	Campb
HUR8	Aug	Thu	6	Fri	7	Thu	13	Fri	14	Hurst
PAR8	Aug	Thu	6	Fri	7	Thu	13	Fri	14	Parra
RH8	Aug	Thu	6	Fri	7	Thu	13	Fri	14	Rooty/H
PAR82	Aug	Thu	11	Wed	12	Tue	18	Wed	19	Parra
CIT82	Aug	Mon	17	Tue	18	Mon	24	Tue	25	City
CHA8	Aug	Wed	19	Thu	20	Wed	26	Thu	27	Chats
CIT83	Aug	Thu	20	Fri	21	Thu	27	Fri	28	City
PAR83	Aug	Mon	24	Tue	25	Mon	31	Tue	1	Parra
CIT9	Sep	Wed	2	Thu	3	Wed	9	Thu	10	City
PAR9	Sep	Thu	3	Fri	4	Thu	10	Fri	11	Parra
CIT92	Sep	Fri	4	Fri	11	Fri	18	Fri	25	City
CAM9	Sep	Mon	7	Tue	8	Mon	14	Tue	15	Campb
RH9	Sep	Mon	7	Tue	8	Mon	14	Tue	15	Rooty/H
HUR9	Sep	Tue	8	Wed	9	Tue	15	Wed	16	Hurst
CIT93	Sep	Mon	14	Tue	15	Mon	21	Tue	22	City
PAR92	Sep	Mon	14	Tue	15	Mon	21	Tue	22	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)

CHA9	Sep	Thu	17	Fri	18	Thu	24	Fri	25	Chats
CIT94	Sep	Wed	23	Thu	24	Wed	30	Thu	1	City
PAR93	Sep	Wed	23	Thu	24	Wed	30	Thu	1	Parra
PAR10	Oct	Fri	2	Fri	9	Fri	16	Fri	23	Parra
CIT10	Oct	Fri	9	Fri	16	Fri	23	Fri	30	City
CHA10	Oct	Wed	14	Thu	15	Wed	21	Thu	22	Chats
CIT102	Oct	Wed	14	Thu	15	Wed	21	Thu	22	City
PAR102	Oct	Wed	14	Thu	15	Wed	21	Thu	22	Parra
CIT103	Oct	Mon	19	Tue	20	Mon	26	Tue	27	City
CAM10	Oct	Wed	21	Thu	22	Wed	28	Thu	29	Campb
HUR10	Oct	Wed	21	Thu	22	Wed	28	Thu	29	Hurst
PAR103	Oct	Tue	27	Wed	28	Tue	3	Wed	4	Parra
RH11	Nov	Wed	4	Thu	5	Wed	11	Thu	12	Rooty/H
CIT11	Nov	Thu	5	Fri	6	Thu	12	Fri	13	City
PAR11	Nov	Fri	6	Fri	13	Fri	20	Fri	27	Parra
CHA11	Nov	Mon	9	Tue	10	Mon	16	Tue	17	Chats
CIT112	Nov	Mon	9	Mon	16	Mon	23	Mon	30	City
PAR112	Nov	Mon	9	Tue	10	Mon	16	Tue	17	Parra
CIT113	Nov	Tue	17	Wed	18	Tue	24	Wed	25	City
PAR113	Nov	Wed	18	Thu	19	Wed	25	Thu	26	Parra
HUR11	Nov	Thu	19	Fri	20	Thu	26	Fri	27	Hurst
CIT12	Dec	Wed	2	Thu	3	Wed	9	Thu	10	City
PAR12	Dec	Thu	3	Fri	4	Thu	10	Fri	11	Parra
CIT122	Dec	Mon	7	Tue	8	Mon	14	Tue	15	City
PAR122	Dec	Mon	7	Tue	8	Mon	14	Tue	15	Parra

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

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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)

CITR7	Jul	Thu	9	Fri	10	City
PARR7	Jul	Wed	22	Thu	23	Parramatta
CITR8	Aug	Thu	13	Fri	14	City
PARR8	Aug	Thu	20	Fri	21	Parramatta
CITR9	Sep	Wed	16	Thu	17	City
PARR9	Sep	Thu	17	Fri	18	Parramatta
CITR10	Oct	Mon	12	Tue	13	City
PARR10	Oct	Mon	19	Tue	20	Parramatta
CITR11	Nov	Tue	10	Wed	11	City
PARR11	Nov	Wed	11	Thu	12	Parramatta
PARR12	Dec	Tue	1	Wed	2	Parramatta
CITR12	Dec	Wed	16	Thu	17	City

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)

PARC7	Jul	Mon	6	Parramatta
CITC8	Aug	Mon	3	City
PARC9	Sep	Wed	2	Parramatta
CITC10	Oct	Thu	29	City
PARC11	Nov	Thu	5	Parramatta
CITC12	Dec	Fri	11	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)

PAR10	Oct	Mon	26	Parramatta
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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)

PARS7	Jul	Wed	1	Thu	2	Parramatta
CITS8	Aug	Thu	6	Fri	7	City
PARS9	Sep	Tue	8	Wed	9	Parramatta
CITS11	Nov	Thu	19	Fri	20	City
PARS11	Nov	Mon	23	Tue	24	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)

CITF7	Jul	Wed	29	City
PARF8	Aug	Fri	28	Parramatta
CITF10	Oct	Fri	2	City
PARF10	Oct	Tue	13	Parramatta
PARF11	Nov	Mon	30	Parramatta

For more information call our Training Consultants on:

02 9516 1499

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developing workplace safety culture: behaviour & values

(There is no WorkCover NSW Accredited Course)

This course is designed to give participants an understanding of the nature of a positive safety culture and provide them with the tools to create one in their own workplace.

Course Fee: \$350 (\$385 incl. gst)

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

PARP9	Sep	Wed	16	Parramatta
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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'.



Backing the FARMERS' Conference



(See page 21)

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Contents

- 4 News from the CEO
- 5 Safety matters in hard times
- 6 Banging the drum
- 7 WorkCover supports Hazmat 2009
- 8 New abattoir guide
- 9 New tool for managing warehouse traffic
- 10 The small town that is big on safety
- 11 New Wages Definition Manual
- 12 BIG business now has more choice
- 13 Claims Management Guidelines have changed
- 14 'Gentle Giant' Kahi Puru, inspiring workplace safety
- 15 Spreading the word at The Safety Show
- 16 The things you LOVE, get back to them!
- 17 Partnerships: the right match
- 18 Safety partnership with the printing industry
- 20 Medical specialists, their role in the workers compensation system
- 21 Backing the Farmers' Conference
- 22 Learning a thing or two about safety from big business
- 24 Workplace incidents
- 25 NSW scores a trifecta at the National Safe Work Awards
- 26 Webinar 'lifts' the veil on manual handling
- 27 Make a Smart Move for Manual Handling Month
- 28 Asbestos & Demolition Notification: Just a click away
- 29 WorkCover NSW Offices
- 30 WorkCover NSW Workshop Calendar



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News from the CEO

Over the next few months work will proceed on the drafting of a bill for public consultation on a model national OHS Act. This follows the historic agreement reached in May by the members of the Workplace Relations Ministers' Council (WRMC) who decided on the structure and content of the model OHS Act.

The Workplace Relations Ministers' Council has provided instructions to the Safe Work Australia Council to enable drafting of the model OHS laws. Each jurisdiction, including NSW, will need to incorporate changes in current OHS arrangements in order to achieve national consistency.

While the model OHS Act is being drafted, attention is also turning towards the development of model national OHS regulations.

With regard to the harmonisation of licensing arrangements, a cross-jurisdictional approach has been adopted for the introduction of the new requirements for National Certificates of Competency under the national standard for persons performing high risk work.

Other initiatives include the recognition of construction induction qualifications obtained in Queensland and Victoria and common approaches to the national standard for licensing persons performing high risk work.

The Minister for Finance, Hon Joe Tripodi, has announced that workers compensation premium rates for the 2009/10 policy renewal year will be held at the 2008/09 levels.

The mutual recognition of return to work coordinators across some states, the development of common workers compensation claims forms and harmonised material that clearly explains the major processes and obligations in relation to workers compensation for employers in each jurisdiction, has helped create a simpler, more efficient system that provides more certainty.

There has been keen interest from large employers in NSW in the Retro-Paid Loss Premium Calculation Method being introduced from 30 June 2009.

Under the initiative employers with a basic tariff premium exceeding \$500,000 will be offered a choice between the conventional premium calculation method and retro-paid loss arrangements, which will offer greater financial incentives for improved workplace safety and injury management.

An important milestone has also been reached in the development of a Certificate IV level qualification in Workers Compensation Case Management. A pilot delivery of the course, which commenced in September 2008, is tracking well and is on target for completion in September 2009.

Another groundbreaking initiative is the launch of our first online notification system, for asbestos and demolition work. Persons licensed to undertake asbestos demolition work can now manage their entire notification and approval process simply and conveniently over the Internet.



Jon Blackwell
Chief Executive Officer
WorkCover NSW



Safety matters in hard times

Many businesses in NSW and across the country are feeling the effect of the global financial crisis. Some employers are cutting costs and workers want to know what that means for them. For the good of your pocket as well as your people, it's important you uphold safety at work.

Hard times can hit in a number of ways, and nowhere is this more evident than in the workplace. Some businesses might cut their stationery budget; some might put projects or recruitment plans on hold; others might consider a complete restructure. These decisions can affect more than the bottom line.

One thing to consider is the health and safety of your workers. Pressure and change can cause stress and anxiety. If your workers are distracted they may make mistakes or put themselves at risk. If your workers feel insecure, they may not tell you about new hazards. If you take on jobs you don't have the capacity to deliver, your equipment and people may not cope. Any of these factors could take a human toll.

In addition, the financial impacts should also be considered. Unhappy workers are less productive. Greater risk of injury means more likelihood of lost time. More compensation claims can lead to higher premiums.

When focusing on productivity and short-term profit, activities like consultation, maintenance and training can be seen as 'nice to have' rather than necessities. This is simply not the case. There are genuine business advantages to looking after your workers. Keep your workers happy, productivity and innovation go up, and absenteeism goes down. Keep them safe, and you avoid lost time and compensation claims.

WorkCover staff can discuss the best approach with you, but here are some general tips if you are considering a restructure:

- consult your workers about the options and be transparent about your plans
- look out for signs of stress or anxiety in workers, and provide them counseling
- keep the workload realistic for your workers and resources
- encourage workers to keep identifying and reporting hazards
- always follow the risk management process.

The *Occupational Health and Safety Regulation 2001*, codes of practice and WorkCover's guidance documents provide information about how you can ensure the health and safety of your workers and others at your workplace. For one-on-one advice phone our information centre or contact an inspector or business assistance officer to give you individually-tailored advice on how to manage safety.

With a wealth of publications and practical tools on our website www.workcover.nsw.gov.au, WorkCover offers authoritative and – importantly – free guidance on how to meet your legal requirements as well as your business needs. For specific advice on your situation, call WorkCover on 13 10 50.

As a NSW employer, you may not be able to control the global economy. How you run your business, however, is still in your hands.

Banging the Drum

Used drums are common in workplaces: the 'old 44' out the back of the workshop, the empty 200 litre rattling about in the warehouse. ***What's not common is the knowledge that these drums pose risk to life and limb.***

WorkCover NSW has begun a program to address this risk. Empty drums can make great benches, great working platforms, storage containers, tree guards, feed troughs and even see-saw bases. But if you cut them the wrong way, or if you cut the wrong type of drum, there is the potential for disaster.

One of the most dangerous ways to cut a drum is with an oxy torch. If the acetylene stops burning for a moment, the gases will build up inside the drum. As soon as the flame reignites, the container full of hazardous gases could explode with enough force to tear apart a small shed.

The risk isn't only in the cutting method, however. Any drum that once contained material such as petrol, fuel, oil or paint thinners is a ticking bomb. Any small spark can ignite the residual material or fumes, with serious consequences.

Other material – seemingly safe – can give off flammable gases or toxic fumes when heated. Again, try to open the drum and you could be in big trouble.

Even if you don't plan to cut the drum, actions such as welding on or near it, or using pressure to remove dents, can cause an explosion.

The only safe option is to leave drum disposal or recycling to the experts.

WorkCover is rolling out a program to address the various risks associated with hot work on drums. In March a 'ditch your drum' campaign was piloted at Lithgow and Wallerawang, where local businesses were invited to drop off their used drums for free.

Program leader, Sandra Shaw, said the drop-off day also allowed WorkCover to gauge attitudes towards hot work on drums.

'A lot of people think it's safe to cut drums because they've done it before – or know others who have done it – and not been injured,' she said.

'When you tell people what could happen, they really take notice.

'As soon as they realise the danger, they see them think "why risk it?"

'We need everyone to get that,' said Sandra.

If you want to recycle your old drum, various companies specialising in cleaning and cutting them can assist. The service involves thorough cleaning and testing for any residue or hazardous vapour with gas monitoring instruments, all before the company will even consider working on them.





It's important to raise awareness of the risks involved. Reusing old drums may not seem like real work, but it poses a very real threat to workplace health and safety.

If you know anyone with empty drums at work, make sure you pass on the message: you can do all sorts with old drums – just do it safely.

For more information on the risks involved with hot work on drums and the best way to reduce the risks at your workplace, call WorkCover on **13 10 50**.

WorkCover SUPPORTS HAZMAT 2009

HazMat is the key annual event in Australia to deal with chemicals and dangerous goods management, and was officially opened in April by Federal Minister Hon. Dr Craig Emerson. WorkCover NSW was the major sponsor this year as HazMat celebrated its 10th anniversary.

Hazardous materials are common in NSW workplaces and – as their name suggests – need to be managed appropriately to ensure the safety of workers and the public.

WorkCover is well aware that workplace safety depends on the commitment of everyone involved. HazMat 2009 provided the opportunity to engage with the wider hazardous materials community under one roof, keep up to date with developments and to share new knowledge and best practices.

HazMat 2009's national conference and exhibition attracted around 200 visitors, ranging from employers, regulators and specialists involved in hazardous materials and chemicals management, to emergency response personnel. The event provided a one-stop-shop for chemical and dangerous goods professionals to find out about the latest products and services, to discuss issues with other affected parties and to get answers to any questions they might have.

WorkCover's team of specialists on the exhibition stand offered expert advice directly to the people who need it – and were able to learn first-hand about some of the issues that stakeholders are currently facing.

It is a momentous time for the sector, with the introduction of major hazard facilities legislation and proposed changes to how chemicals are managed (as part of the national review of occupational health and safety) all emerging within the last 12 months.

To find out more about any developments that could affect your business, or for specific advice about chemicals or dangerous goods management at your workplace, visit www.workcover.nsw.gov.au or call **13 10 50**.

NEW abattoir GUIDE

Queensland and Victorian safety regulators have adopted a new WorkCover NSW publication: *Safe Working at Heights from Work Platforms in the Meat Industry*.

The guide addresses a high-risk area that has previously lacked practical, easy-to-follow guidance material. Working on raised platforms in the meat industry involves a number of recognised risks, including falls from heights, slips and trips, manual handling and being injured by knives or falling objects.

Since 2007, WorkCover has worked with the meat industry to find out how some businesses are successfully controlling these risks. After visiting several abattoirs and getting feedback from employers, workers and industry bodies, a range of options was developed that businesses can apply or adapt to their situations.

The recommended control measures include:

- non-slip steps, flooring and footwear
- fall arrest systems
- clear and well-marked access areas
- mechanised rise-and-fall platforms.

The guide also stresses the importance of following a simple risk management process to deal with workplace safety hazards. The practical suggestions in the guide will be valuable to employers in the meat industry as they work with their employees to identify their specific hazards, and assess and control the associated risks.

WorkCover works closely with other states and territories to produce best practice guidance material that can be adopted across Australia. This cross-border cooperation – known as harmonisation – makes it easier for abattoirs in each state to minimise injuries in their workplaces.

To download your copy of *Safe Working at Heights from Work Platforms in the Meat Industry* (Publication no. 5624), visit www.workcover.nsw.gov.au



Did you KNOW?

How many first aid officers do we require in a workplace?

It is recommended that access to first aid personnel is available where there are more than 25 people at the workplace regardless of whether or not those persons are employees eg schools.

Can the Chairperson on an OHS Committee be an Employer Representative?

In accordance with Clause 24 of the *Occupational Health and Safety Regulation 2001*, the chairperson of a committee must not be an employer representative.

New tool for managing warehouse traffic

WorkCover NSW has published a new resource to help businesses manage the risks of loadshifting traffic in warehousing.

In a warehouse, vehicles, pedestrians and goods move frequently – and in restricted spaces with restricted visibility. The consequences of collisions can be serious, with the potential for injury or even death.

Traffic management in warehousing: Plan and checklist is a practical tool to enable you to develop safe systems of work. It takes a systematic approach, asking a series of simple 'yes/no' questions and suggesting possible control measures where a risk may exist.



Referring to the risk assessment matrix at the back of the document, you can then complete your own 'action plan', outlining priority risks, next steps and responsibilities.

Filling out the checklist and plan will help you identify the traffic management safety risks in your workplace and take the necessary steps to make your workplace a safe one.

The publication incorporates guidance on consultation, identifying hazards, safety inspections, fixing problems, supervision and training. Yet the checklist method covers all of these matters in a clear, step-by-step manner that keeps everything relevant to the reality of work in warehousing.

From cover to cover, this guide is designed as a living document for you to fill out, refer to and revise as necessary. Developed in partnership with the NSW Wholesale Industry Reference Group, this is another example of WorkCover giving industry what it needs: user-friendly, ready-to-go material.

The *Traffic Management in Warehousing: Plan and Checklist* (Publication no. 5856) was initially trialled in 2008 and has now been launched on the WorkCover website www.workcover.nsw.gov.au

For more information or assistance, call us on **13 10 50**.

The small town that is **BIG** on safety

With just over 5000 residents and a workforce half that size, Narrandera is a small town with a big message: *safe business is good business.* Together with the local WorkCover NSW office, small businesses in this Riverina community are working hard to keep safe.

Narrandera is the centre of a productive agricultural region, and sits on the banks of the Murrumbidgee River, about 550 km south-west of Sydney. Ask WorkCover's local Business Advisory Officer Scott Glanville, and he'll tell you the town is a great example of how NSW communities are partnering with WorkCover to improve workplace safety.

'The local business people really understand the importance of keeping their workplaces safe and are looking to our small business advisory services to help them do it,' said Scott.



'Over the past year I've offered safety advice and assistance to small businesses at local workplaces, workshops and presentations.'

Owner of The White Ant Specialists, Juan Broncano is one Narrandera small business owner to take advantage of WorkCover's free assistance services. Last year he asked Scott to carry out a workplace advisory visit for help specific to his business needs.

'Being involved in pest control and handling chemicals on a daily basis means I need to be vigilant about the safety of those directly and indirectly involved with my day to day work. The workplace advisory visit has been invaluable in helping my business run safely and efficiently and given me peace of mind that I'm providing a safe work environment for my employees,' said Juan.

By improving his safety practices not only is Juan ensuring his employees return home safely at the end of the day, but he's also helping his bottom line.

'Following Scott's visit I was able to put safeguards and procedures in place that allowed my business to perform works that are safe for those involved and the surrounding environment,' said Juan.

'It has given me the confidence and opportunity to branch out into larger scale commercial contracts.'

More recently, around 40 Narrandera business people – including the local mayor – came together to talk safety over breakfast. The event was hosted by the Narrandera Chamber of Commerce and featured Scott as a guest speaker.

'It was great to see so many people keen to learn more about making a difference to safety in the workplace,' said Scott.

WorkCover Business Advisory Officers are located across the state, providing free advice and assistance to small businesses on occupational health and safety, workers compensation and injury management.



Pictured above:

Juan Broncano of The White Ant Specialists and **Scott Glanville**, WorkCover Wagga's Business Advisory Officer, with the Safety Solutions Activity Guide.

'I'd recommend all small businesses take advantage of workplace advisory visits, workshops and other assistance services WorkCover provides,' advised Juan.

'The WorkCover officers are helpful and my Business Advisory Officer was able to meet me at a time and place convenient to me.'

For more information about WorkCover's assistance services for small business or to request an advisory visit, go to www.workcover.nsw.gov.au or call **13 10 50**.

NEW Wages Definition MANUAL

WorkCover NSW's *Wages Definition Manual* helps employers understand what wages they need to include when making their twice-yearly workers compensation policy declarations.

The 2009 *Wages Definition Manual* has recently been released and includes updated information that takes into account recent legislative and policy changes.

Some significant updates include information on:

- the small employer policy exemption for employers paying \$7500 or less in annual wages
- the Apprentice Incentive Scheme
- how to access WorkCover's Worker Status Ruling Service
- changes to record-keeping requirements.

The *Wages Definition Manual* is an essential reference tool for all employers when preparing their annual estimate and actual wage declarations and will help ensure that correct premium is paid – no more, no less.

To download your copy, visit www.workcover.nsw.gov.au

BIG business

now has more choice

A new optional alternative premium method for large employers to be introduced from 30 June 2009 will provide the opportunity for WorkCover NSW to work more closely with industry and to achieve improved injury prevention and management outcomes.

Applications to participate opened at the beginning of April 2009 and there has been keen interest in the initiative from some of Australia's largest employers.

The initiative will offer employers with a basic tariff premium of more than \$500,000 a choice between the conventional premium calculation method and an alternative method, based on commercial retro-paid loss arrangements.

Under retro-paid loss arrangements, instead of having their premium determined on an 'industry' basis, an employer's premium more closely reflects their individual claims experience and their success in injury prevention and management over a period of several years.

The introduction of these arrangements follows more than 18 months of consultation with stakeholders. It also fulfills WorkCover's commitment following the 2005 premium review, which focused on small and medium sized employers, to further consider the needs of the state's largest employers.

In early June 2008 a discussion paper was released, proposing how retro-paid loss premium arrangements could operate. The discussion paper described the parameters of the proposed model and, through a public comment process, sought feedback from large employers, Scheme agents, insurance brokers and others. Focus groups in October 2007, August 2008 and March 2009 have helped to refine the model.

Initially, retro-paid loss arrangements will be available only to a limited number of large employers who meet a range of eligibility criteria, such as evidence of satisfactory injury prevention and management systems and setting their own targets against key performance indicators that have been specified by WorkCover.

The specifications for calculating the premium payable under retro-paid loss policies of insurance have been published in the *Insurance Premiums Order (Retro-Paid Loss Premium Method) 2009 - 2010*.

Participating employers' existing Scheme Agents will issue premium notices and conduct claims and policy management as usual. All other existing requirements for wages declarations, record keeping, and incident and other reporting remain in place.

The *Retro-paid Loss Premium Calculation Method Guidelines* can be found on the WorkCover website as below and describe the final eligibility criteria and application process for large employers wishing to enter into retro paid loss arrangements. Updates to these guidelines will be issued periodically, as required.

For further details of the initiative, visit www.workcover.nsw.gov.au or email premium.review@workcover.nsw.gov.au



Claims Management Guidelines have changed

WorkCover NSW has revised the following claims management guidelines:

- **WorkCover Guidelines for claiming compensation benefits (Publication No. 5903)**
- **WorkCover Guidelines on independent medical examinations and reports (Publication No. 5904)**

The revisions will further improve implementation of the 2006 reforms. These reforms were designed to prevent unnecessary disputes through sound decision making and clear communication between all parties involved in the claim. The revisions carry several key messages.

Increased emphasis on the importance of clear, plain English communication by insurers with injured workers.

A decision by an insurer to deny liability for a claim or refuse to pay for medical treatment should not be made lightly. Such a decision must be based on all the relevant information. The notice advising the worker of the decision must leave the worker in no doubt about the reason(s) for the decision, all the information the insurer has considered in making the decision as well as attaching copies of this information. Part 3 of the claims guidelines spells out these requirements.

Since the 2006 reforms the independent medical examination guidelines have required the agent/insurer to direct all requests for medical information to the worker's treating doctor(s) in the first instance. If the insurer is unable to obtain the required information they may refer the worker for an independent medical examination. The notice advising the worker of the examination must explain the

specific reason for the examination and why the response from the treating doctor was inadequate or unavailable.

The claims guidelines now make it very clear that if the insurer has sufficient information to make a decision about ongoing claim liability, there is no need to ask an injured worker to fill in a claim form.

Requirement that the agent/insurer must inform the employer about decisions made on an injured worker's claim.

Examples of this include decisions about liability, reduction or termination of weekly benefit payments, and paying for a service that has been requested by the injured worker.

Confirmation that the agent/insurer must manage lump sum compensation for permanent impairment as an entitlement.

When the insurer has evidence that an injury has resulted in permanent impairment, the insurer **must** initiate an assessment to determine the injured worker's entitlement to lump sum compensation.

The revised guidelines were gazetted 17 April 2009 with a date of effect of 1 May 2009.

To see the revised guidelines visit **www.workcover.nsw.gov.au** and click on the green *Dispute Prevention & Resolution* button. For further information contact WorkCover on **13 10 50**.

The revisions to the claims management guidelines were developed in consultation with representatives of workers, employers, agents/insurers, medical associations, the Workers Compensation Commission and legal service providers.

'GENTLE GIANT' Kahi Puru, inspiring workplace safety

It was in 2008 that Garry Mansfield, HSE Manager of builders Kell & Rigby, first met 'gentle giant' Kahi Puru. 'This guy has a huge presence and a heart to match,' says Garry.

Kahi is a member of the WorkCover NSW Paralympic Speakers Program that engages its members to visit workplaces and share their often very personal stories of how they have been affected for life by a workplace incident.

Kahi was 29 years old when he was involved in a serious workplace accident. Now an amputee, Kahi has refused to let his disability restrict his life.

'The power of having this huge Olympic Power Lifter speaking in front of our team of construction workers, telling his story and the subsequent effects on his life and family, is confronting yet uplifting,' said Garry.

'Kahi makes us reflect on our actions and the potential consequences that impact on our lives.'

'Talks with our teams are just so well received, and he just has such a positive outlook on life that's infectious,' he said.

As well as being involved in Kell & Rigby's *Safety Legends* program video, Kahi was invited to join their training session on the Industry Safety Standard *Erecting, altering and dismantling prefabricated steel modular scaffolding* (Publication no. 5651) in February this year. Kahi again demonstrated his passion to prevent workplace accidents.

'If I can only stop one person being injured, I have done my job,' Kahi said.

Kahi is considered 'one of the boys' at Kell & Rigby, and Garry hopes to maintain this strong bond well into the future.

Kell & Rigby is a leading Australian, family owned construction company with offices in Sydney, Brisbane and Canberra. The company was established in 1910 by two carpenters from Bathurst, NSW.

During the last five years, Kell & Rigby has worked on over \$700 million in projects in commercial, retail, residential, aged care and education, with public companies as well as private developers and investors.

Now in its ninth year, the WorkCover Paralympian Sponsorship Program aims to raise awareness about the importance of workplace safety while helping these athletes to realise their dreams.

To find out how the program can assist your business or organisation visit www.workcover.nsw.gov.au or phone (02) 4321 5344.



Pictured above:

An inspirational speaker with a powerful message, **Kahi** has refused to let disability restrict his life.

Spreading the word at **The Safety Show**

WorkCover NSW will again be centre stage at NSW's largest workplace safety event - The Safety Show Sydney and co located Sydney Materials Handling Trade Show.

Running from 27 - 29 October 2009 at Sydney Olympic Park, the event is one of the flagship activities held during Safe Work Australia Week.

The Trade Show is again sponsored by WorkCover and hosts the concurrent Safety Conference, presented by the Safety Institute of Australia (NSW Division) Inc. The Safety Conference presents 60+ Australian and international speakers who contribute to a full three day program covering a wide variety of safety issues and debates.

Now in its seventh year, the show will feature over 350 companies and exhibitors. This event offers a one-stop place to discuss your safety needs with industry experts. You will discover over 14,000 square metres of the latest OHS solutions presented by industry leaders and see first hand new products in action on the Interactive Demo Stage.

WorkCover will also deliver a series of presentations with a strong focus on occupational health and safety and workers compensation issues, and invite you to register your interest in attending the show by visiting www.thesafetyshow.com.au

During national Work Safe Australia Week, WorkCover will be encouraging businesses to actively develop their own activities to promote an increase in awareness of workplace safety within their business.

Work together with WorkCover to bring our families home from work safely each day.



Pictured top and bottom:

WorkCover's stand at the *2008 Safety Show*.

Pictured middle:

WorkCover representatives 'talk safety' with visitors at the 2008 Show.

The things you LOVE, get back to them!

Scott Reardon lost his leg working on the family farm when he was 12 years old. Now aged 18, he is a world champion waterskier and has his sights set on conquering the running track. Scott talks to WorkCover NSW about what drives him toward his dreams.

Up to July 2002, Scott's life was pretty normal. He followed the footy and worked on the farm with his parents, his brother and two sisters. The day he was injured was like any other, until his shoelace caught in the tractor's rotating power take off (PTO) shaft.

The resulting injury left Scott with one leg amputated at the knee, and his life changed forever. The support Scott received in those early days, however, helped him to remain positive.

'My family were always so upbeat when they were around me,' said Scott.

'Plus I lived in a small town so people really looked after me – it made a difference,' he said.

Scott was young and didn't need to return to work, but he did need to set new goals so that he could return to life. For him, sport provided that focus.

'I had always liked competing, and really wanted to get into it again. No matter what, sport just gave me a release from everything,' Scott said.

'Six months after the accident, I met Steve Simmonds – a world champion disabled waterskier – and he inspired me to give it a go. At first it was difficult, but I stuck with it,' he said.

He did more than stick with it. By 2003 he was a silver medalist in the national slalom and trick championships, and in 2005 went one better in both of those events. That same year, Scott picked up medals in his first world championships, and in 2007 he won gold when the tournament was held in Townsville.

'Every kid wants to represent their country and beat the world. It is such an honour, I can't describe the feeling in words,' said Scott.

'But would I go back and swap all my achievements so that I could have two legs again?'

'Of course I would.'

Scott hopes his story will make other young workers think twice about the risks they face at work.

'Knowing about real people injured at work and knowing what it can do to you or your family – it changes your awareness of things, for sure.'

'You've got to listen to advice and look out for the risks before accidents happen.'

As for how to get past an injury if it does happen, Scott feels that goals are all-important.

'I think you have to look at what you've been given and make the best of it,' he says.





Pictured above and opposite page:

Scott in action (photos by Ben McCulloch).

'The sooner you get back into the things you love, the sooner you can get back that quality of life.'

Quality of life is exactly what Scott has now. He talks about being 'lucky', and speaks excitedly about not just what he has accomplished, but what is yet to come. Six months of training in the US will prepare Scott to defend his world waterskiing title later this year, after which he is hanging up the skis in favour of a prosthetic leg and a future in track-running.

When asked how he could give up the sport that has brought him so much success, Scott's answer is simple:

'I always loved running.'

As the man says, you've got to get back into the things you love.

Scott's story reminds us of the importance of workplace safety. It also shows what a difference support, staying active and setting goals can make in a worker's rehabilitation.

For advice on making your workplace safe or on return to work, call **13 10 50** or visit www.workcover.nsw.gov.au

Partnerships: the right match

WorkCover NSW is increasingly working hand-in-hand with industry and employers to create strategic partnerships and alliances.

This signals a new approach to managing workplace safety, one that focuses on cooperation and collaboration between all parties to achieve long-term safety outcomes. As WorkCover's relationship with employers, workers and the community evolves, the creation of partnerships facilitates a clear and consistent pathway in the journey towards safe and productive workplaces.

This collaborative approach is proving highly successful in addressing issues consistently across the length of a project. An example of this is the construction of the South Coast Correctional Centre at Nowra. WorkCover signed an alliance with the Department of Commerce and Richard Crookes Constructions for this construction project. This alliance has paid significant dividends by opening up dialogue in the decision-making process and has allowed construction to proceed without any major issues arising to compromise safety standards.

'Construction was started with a clear set of objectives, goals and commitments to achieving safety standards,' said Larry Drewsen, WorkCover's Team Manager for Regional Service Delivery South.

Continued on page 19...

Safety partnership with the printing industry

WorkCover and the Printing Industries Association of Australia have joined forces to improve health and safety outcomes in the printing industry.

The partnership with the *Printing Industries* opens the door for WorkCover to reach more than 1500 printing businesses across NSW. With 378 injuries in the industry during 2007/08 – costing the WorkCover scheme over six million dollars – this presents a timely opportunity for us to help employers ensure the health and safety of their workers.

Joe Tripodi, NSW Minister for Finance, who signed the partnership on 8 May on behalf of WorkCover, talked about some of the aims of the agreement.

'This new program will target key areas such as injury management and workplace consultation, to assist the businesses to deliver sustainable occupational health and safety outcomes,' said Mr Tripodi.

'The 12-month partnership program includes tailored workshops and advisory visits by WorkCover staff to businesses in the printing industry.'

'The aim is to help printing businesses achieve greater workplace safety results, improved risk assessment and better injury management through the delivery of practical information as well as the development of an occupational health and safety "resource centre" on Printing Industries' website,' he said.

The Printing Industries Chief Executive Officer, Philip Anderson, also spoke about how the partnership will benefit everyone involved.

'The basic message behind this relationship is that "safe business is good business",' Mr Anderson said.

'I commend WorkCover on its foresight in wanting to work with industry to identify and minimise safety issue risks.'

'That's in everyone's best interests. It's smart business for companies and for the government,' he said.

The agreement itself is founded on shared aims and principles, and will lead to real actions to improve the workplace safety culture in the industry.

WorkCover will offer its support and advice, and take a proactive approach – attending the Printing Industries meetings, exchanging ideas at the management level and keeping in close contact to enable the swift resolution of any issues.

For its part, the Printing Industries will provide key contacts for WorkCover and will actively promote and recognise positive safety and injury management behaviours for its members.

The framework for these actions consists of five initiatives:

- promoting the partnership
- providing practical, reliable and relevant safety information
- supporting the Printing Industries in the development of an 'OHS resource centre' on its website
- developing and implementing an industry-specific workshop program
- promoting and delivering workplace advisory visits.



Pictured above:

Standing: MP Ninos Khoshaba (local MP), Debbie Burgess (Director - Bright Print Group of Companies), Jenny Thomas (Director Industry Relationship Group WorkCover NSW), Peter Carrigan (NSW State President - Printing Industries Association of Australia).

Seated: Philip Andersen (Printing Industries Association of Australia CEO and the Minister for Finance, Minister for Infrastructure, Minister for Regulatory Reform, and Minister for Ports and Waterways), the Hon Joe Tripodi.

WorkCover and the Printing Industries have previously worked together through the manufacturing industry reference group and the printing industry stakeholder group. WorkCover has and will continue to sponsor the annual 'print awards', supporting the industry in recognising workplace safety performance. This partnership agreement formalises the close bond between the two organisations and reflects WorkCover's deepening relationship with industry.

Closer cooperation with business is a major objective for WorkCover as we seek to make a difference to NSW workplace safety.

With a wealth of publications and practical tools on our website www.workcover.nsw.gov.au, WorkCover offers authoritative and – importantly – free guidance on how to meet your legal requirements as well as your business needs. For specific advice on your situation, call WorkCover on **13 10 50**.

Continued from page 17... Partnerships: the right match

'A formal communication strategy was developed to resolve workplace safety issues and it was our role to actively engage the principal and subcontractors to strengthen their capacity to manage workplace safety.'

'The project was a truly collaborative approach to bring about the highest standards of safety achievable and ensure that all workers went home safely each night,' said Larry.

It is partnerships and alliances like these that have the potential to enhance workplace safety outcomes through joint ownership of the decisions being made. A shared set of practices and principles are at the heart of the success of these partnerships and will result in more sustainable OHS outcomes for all of NSW.

In this issue of *WorkCover News* we also look at a partnership that has been developed between WorkCover and the Printing Industries Association of Australia to improve health and safety outcomes in the printing industry. It is the first of a series of profiles we will bring you about WorkCover's partnerships and alliances with industries and employers.



Pictured above:

The **South Coast Correctional Centre** construction site at Nowra.

Medical specialists, their role in the workers compensation system

Physician's Week ran from 17-20 May at the Sydney Convention Centre. WorkCover NSW turns the spotlight on the important role that medical specialists play in assessing and managing injuries in the workers compensation system.

A medical specialist may be involved in the workers compensation system as either a treating practitioner or in a role where they provide an opinion or advice to those responsible for making decisions on the management of a claim.

Medical specialist as a treating practitioner

It is WorkCover's objective that workers receiving treatment from a medical specialist are treated the same way in the workers compensation system as they are if they present as a community patient. As per normal medical practice, an injured worker is usually referred to a treating specialist by a general practitioner. The primary role of the treating specialist is to provide prompt, effective and evidence based treatment. The treating specialist is in an ideal position to provide advice to the general practitioner about the capacity of their patient to return to work and the inclusion of work as a treatment strategy to prevent the likelihood of long-term disability.

An insurer in the workers compensation system is responsible for developing an injury management plan for an injured worker and it is important that this includes advice from the treating specialist.



This advice is best communicated by sending the insurer a copy of the letter to the referring general practitioner detailing the patients:

- diagnosis and present condition
- need for treatment and advice on management
- likely fitness for post-injury work or alternative duties.

Medical specialist as an assessor of permanent impairment

Medical specialists may be asked to provide an additional report to assist an insurer determine an injured worker's entitlement to lump sum compensation for permanent impairment. WorkCover encourages insurers to request such reports from the treating specialist in the first instance rather than from an independent medical examiner.

Whoever provides the report, be it a treating specialist or an independent examiner, may be asked for clarification from an insurer. It is important that such requests are responded to promptly as it will assist the insurer to make a decision and for the worker to be paid their entitlement.

Trained assessors of permanent impairment are listed on WorkCover's website. They are medical specialists with qualifications, training and experience in a medical specialty relevant to the body system being assessed and who have undertaken training in the *WorkCover Guides for the Evaluation of Permanent Impairment* (publication no. 970). Training in The Guides is provided by the University of Sydney and further details are available from the doctors helpline on **1800 661 111**.

An injured worker consents to this information being provided to the insurer when they sign a WorkCover medical certificate.



WorkCover Appointed Injury Management Consultants

An injury management consultant (IMC) is a registered medical practitioner who assists in the return to work process when differences arise between the nominated treating doctor, the employer, insurer and/or the injured worker. They assess the nature of the problem and attempt to mediate a solution through discussions with the nominated treating doctor. For information on WorkCover appointment as an injury management consultant, contact the doctor's helpline on **1800 661 111**.

Remuneration for Medical Specialists

WorkCover NSW gazettes Treatment Fees Orders for treating specialists. These reference the Australian Medical Associations List of Medical Services and Fees. The Medical Examinations and Reports Fees Order lists fees for additional reports that are requested to assist determining an injured workers entitlement. These apply to both treating specialists and independent medical examiners. For further information on fees payable visit www.workcover.nsw.gov.au or the WorkCover doctors helpline on **1800 661 111**.

Backing the FARMERS' Conference



WorkCover NSW is strengthening bonds with the rural community this July, as the major sponsor of the 2009 NSW Farmers' Association annual conference.

The NSW Farmers' Association is the principal industry body for farmers in NSW, acting as a discussion forum and a representative voice for farmers.

The conference runs from 28–30 July at the Sydney Showground in Homebush, and brings together farmers from around the state to discuss the matters that are important to them.

On the back of major sponsorship in 2007 and 2008, WorkCover is pleased to maintain a high profile at this year's event as we continue to reach out to rural business. The conference enables WorkCover to engage with a broad representation of farmers over a few days – and given the wide geographic spread of the rural community, it's an invaluable opportunity.

The conference includes reports, panel debates and policy sessions on particular farming issues, and the ever-popular regional food fair. The event also features the presentation of the farmer and young farmer of the year awards. WorkCover staff will be at the conference throughout the three days, offering assistance with workplace safety, injury management and workers compensation.

For advice on how to manage related issues call us on **13 10 50**. For more information on the conference, visit www.farmers.org.au

Learn a thing or two about safety from **BIG BUSINESS** WorkCover's 2009 Mentor Program

For the past three years WorkCover NSW's mentor program has seen industry and small business working together to improve workplace safety and workers compensation performance.

Enthusiasm and support of the program was reflected in the number of mentees and mentors who recently attended the 2008 mentor program closing ceremony.

Phil Banning, of Central Coast Shopfronts, spoke to the gathering about his time as a mentee and the positive flow-on effects to his workers. Mentor Danny Potocki from Bovis Lend Lease also shared his experience, saying the program enabled him to give something back to his industry.

WorkCover CEO Jon Blackwell spoke with pride about the calibre of the mentors involved in the program. He made special mention of Eraring Energy, which was recognised with the *Public Sector Leadership for Injury Prevention and Injury Management* leadership award in the national Safe Work Awards, as well as Bovis Lend Lease which was acknowledged with a NSW Leadership in Safety award.

Recruitment for the 2009 Mentor Program is now open to small businesses in the construction, manufacturing, retail, consumer services, transport, community services and agriculture industries.

For more information call **13 10 50** or email mentorprogram@workcover.nsw.gov.au

Mentee Phil Banning, from Central Coast Shopfronts took time out from the closing ceremony to talk about how valuable the mentor program is to small and large businesses. Central Coast Shopfronts were mentored by Veridian.



Pictured above:

Phil Banning of Central Coast Shopfronts.

Can you tell us a little bit about Central Coast Shopfronts?

Central Coast Shopfronts manufacture and install commercial aluminium shopfronts and glazing. Opening in 1988, the business began with small, commercial, local shopfronts and only three employees.

Since that time the business has expanded to do large commercial projects and top-end-of-the market, architecturally designed homes. We employ staff in administration, manufacturing, frame installation and glazing, and run a fleet of 21 vehicles.

Why is workplace safety important to your business?

The wellbeing of our employees is premium; they all have families to go home to at the end of the working day. Our business relies heavily on people skills. Each person has individual skills and when they are working all the associated 'wheels' in the business turn as they should.

The avoidance of injury brings confidence and contentment amongst our employees and in turn makes them want to continue working for our business.

How has the mentor program assisted Central Coast Shopfronts?

Our aim is to keep all our staff safe but we were concerned that, even though we thought we had all the basics covered, we did not know for sure if that was the case.

Our trained OHS mentor was able to identify 'smaller' issues, so that our documentation and action plans could become workable with a minimum of extra input.

This gave us more confidence that we had covered all areas of identifying hazards, and that we had armed ourselves with appropriate training and consultation with all employees.

What would you say to other businesses interested in the program?

With basic practices in place, it is in your interest to be confident that you are doing things right. You insure your car, your health and your home. Look at this as insurance; you're very likely to need it.

Call on WorkCover, ask for help. Join the mentor program and you'll probably make a new friend or two in the process. It's great, I highly recommend it.

Danny Potocki from Bovis Lend Lease (mentor to Terry's Electrical Services, ML Olsen Constructions P/L, Danrae Building Services P/L, Ray Wild Plumbing Services P/L) discussed the benefits for larger organisations to join the program as mentors.



Pictured above:

Danny Potocki from Bovis Lend Lease speaking at the 2008/09 Mentor Program closing ceremony.

Can you tell us a bit about Bovis Lend Lease?

Bovis Lend Lease is one of the world's leading project management and construction companies, operating in more than 30 countries and employing over 8500 people.

Why did you decide to get involved in the mentor program?

Our company works with clients, using industry best practices, to create high quality, sustainable, property assets. We are committed to operating incident- and injury-free wherever we have a presence.

Bovis Lend Lease has a close working relationship with WorkCover, and maintaining this relationship is important for our business success. Part of our business plan is to assist clients and agencies by participating in and supporting industry programs and educating the communities that we impact, to achieve safe outcomes.

Continued from page 23... **Learn a thing or two about safety from BIG BUSINESS**

What are the benefits of the program?

We view the mentor program as an opportunity to influence our industry to work safely. The mentor program facilitates this through the building of close working relationships and the learning and development of OHS systems, as well as up-skilling our employees as mentors.

The program also provides excellent networking opportunities, and free advice and resources on workers compensation, OHS law and workplace assessment.

What has been the most rewarding thing about being a mentor?

Professionally, the mentor program has provided the opportunity to contribute to the industry that makes our business successful. Personally, the program has led to career opportunities as well as growth as a person. I have also made valuable networks and new-found friends.

Bovis Lend Lease has committed to continued participation in this worthwhile program.



Pictured above:

The **2008/09 Mentors** show their support at the closing ceremony.

Workplace INCIDENTS

1 January - 31 March 2009

The following is a list of workplace fatalities occurring in NSW since those listed in Volume 76 of WorkCover News. This covers traumatic incidents that resulted in a fatality, occurring from 1 January 2009 to 31 March 2009 inclusive.

- a worker was fatally crushed beneath the wheels of a truck, suffering broken legs and internal injuries
- a worker sustained an electric shock while working on a three phase distribution board
- a worker was painting from a swing scaffold when one end of the swing failed. The worker fell approx 20 m to the ground and sustained fatal head injuries
- a worker was replacing tyres on a forklift when the split rim on one of the tyres released, striking the worker and causing fatal injuries
- a worker was working on a section of railway in close proximity to a crane that was slinging concrete sleepers when the plastic securing device snapped, causing the load to fall. This struck the worker, causing fatal injuries.

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.

NSW scores a trifecta at the National Safe Work Awards

NSW has proved it is at the cutting edge of workplace safety innovation after the State scooped three out of five awards at the national Safe Work Australia Awards in Canberra in late April.

Four NSW businesses were among 37 finalists competing within five categories at the national Safe Work Awards.

WorkCover NSW CEO Jon Blackwell congratulated the three businesses that took out the winning titles in their respective categories as well as the NSW finalist for Best Individual Contribution to Workplace Health and Safety. *'I commend all of the NSW entrants for their commitment to improving safety and reducing injuries and am pleased they are receiving national recognition for their efforts,'* said Jon Blackwell.

The entries covered a broad range of industry and organisation types from both the public and private sector.

Now in their fourth year, the national Safe Work Australia Awards provide recognition of health and safety excellence and recognise those who are committed to making Australian workplaces safer.

Finalists within each of the five national award categories were winners of OHS awards in their state or territory with NSW entrants being winners at the 2008 WorkCover NSW SafeWork Awards, held last October.

Listed below are the NSW winners in the National Safe Work Australia Awards.

Public Sector Leadership Award for Injury Prevention and Management

Eraing Energy won this category for its success in involving all levels of its workforce in developing and maintaining an effective OHS regime.



Pictured above:

Keith McBurney (Production Coordinator, OHS Committee Chairperson - Eraing Energy), **Yvonne Fuller** (Occupational Health Nurse - Eraing Energy), **Steve Gambrill** (OHS Manager - Eraing Energy), **Peter Jackson** (Managing Director - Eraing Energy) with presenter **Rex Hoy** (Group Manager - Safe Work Australia).

Best Solution to an Identified Health and Safety Issue

Forster's Dorsal Boutique Hotel developed a bed lifting system to help prevent back injuries. The unique system has been patented and manufactured, and is now receiving worldwide attention.



Pictured above:

Gillian and **John Koorey** (Directors - The Dorsal Boutique Hotel) with presenter **Rex Hoy** (Group Manager - Safe Work Australia).

Best Workplace Health and Safety Practices in Small Business Award

Cattai based construction company **WP Projects**, with workplace initiative to reduce risks in building procedures.



Pictured above:

Derrin Hedges (Director - WP Projects) and **Jason Sestic** (Manager - WP Projects) with presenter **Rex Hoy**.

Webinar 'lifts' the veil on manual handling

WorkCover NSW held its first ever 'webinar' in April, exploring a new approach to manual handling.

The free online seminar, or webinar, enabled participants to listen to a live presenter, ask questions and obtain instant answers. The difference was that they didn't have to travel or even leave their workplace. They simply switched on their computer, connected to their broadband and logged on. The webinar was an ideal way for WorkCover to explain some recent changes to how they think about manual handling.

Manual handling is an issue for every industry and region in NSW, so getting all the interested parties into one room was never feasible. For the webinar, WorkCover invited participants through the *Smart Move* manual handling website, through the eNews update and through Twitter. On the day, 276 safety representatives, employers and

workers from across the state logged on to hear about developments.

The presentation explored the impact on NSW workplaces of the new national standard and code of practice. Previous approaches to manual handling have focused on specific hazards, such as what to bear in mind when lifting an object or repeating a movement. In line with the national agenda, however, WorkCover is now addressing manual tasks as opposed to manual handling *hazards*.

The manual task approach assesses work activities as a whole. It aims to help workers do entire jobs without risk of manual handling injuries, rather than just teaching them, for example, a general safe method for lifting an object.

The speaker also touched on the difference between legislative requirements and best practice. All employers must ensure that their workplaces comply with the *Occupational Health and Safety Regulation 2001*, including taking into account the 14 manual handling

risk factors set out in clause 81. But these requirements are the legal bare minimum, and employers may need to do more to protect their workers from potential manual handling injuries.

WorkCover Inspectors and Business Advisory Officers are able to provide free safety advice on manual tasks and other Occupational Health and Safety (OHS) issues within your workplace.

NSW workers are still more likely to sustain a manual handling injury than any other type. If you want to make a difference to the safety of your workplace, call **13 10 50** or visit **www.smartmove.nsw.gov.au**

WORKCOVER Speaking your language

Every year people from culturally and linguistically diverse backgrounds are injured in the workplace.

To acknowledge Multicultural Safety Month in July, WorkCover has developed a series of posters to ensure the workplace safety message reaches more workers across the state, regardless of their cultural background.

Listing workplace safety essentials for employers and workers, the '*Watching out for you*' posters are now available in 15 new languages. These posters will be available from mid July at **www.workcover.nsw.gov.au** or by calling the publications hotline on **1300 799 003**.

Make a ► *Smart Move* for Manual Handling Month

Manual handling persists as the most common – and most costly – cause of injury to workers in NSW. Throughout June, WorkCover NSW threw the spotlight on this crucial area.

Manual handling has been one of WorkCover's key focuses since July 2006, when a specific project aimed at reducing the injury rate was commenced. There has been some success in this area, with the percentage of injuries relating to manual handling reducing from 37 per cent in 2005/06 to 31 per cent in 2006/07.

However, as WorkCover Chief Executive Officer Jon Blackwell highlights, the number of injuries across the state is still too high.

'The 9016 manual handling injuries in 2006/07 came at an enormous cost – \$165 million and 78,279 weeks in lost work,' said Mr Blackwell.

'Although this is an eight per cent reduction over 2005/06, manual handling injuries continue to place an unacceptable burden of physical and financial stress on business, workers and their families,' he said.

WorkCover has kept up the impetus to drive these figures down even further. In April a webinar was piloted (see article on opposite page), reaching out to workplaces all over NSW. The webinar got participants thinking about manual handling from a new perspective, and kept them up to date on national and legislative developments.

Manual handling month in June included a series of 20 free manual handling workshops, an emphasis on manual handling risks and solutions in all our workplace advisory visits, and the roll out of the innovative *Smart move toolkit*.

The toolkit is a 280 page practical manual that changes the focus of the traditional approach to manual handling risk management. In the past, some employers have found it difficult to identify manual handling hazards in the workplace. The toolkit encourages those employers to start at the other end – to work backwards from the potential injury.

The idea is that if you understand the injuries, and the best ways to avoid them, you can create work processes, equipment and environments that reduce the likelihood of your workers getting injured – rather than just looking for evidence of existing hazards.

Whichever approach you take, it's important to make sure that your workplace doesn't become part of the manual handling statistics.

To download your copy of the *Smart Move toolkit*, go to www.smartmove.nsw.gov.au

To discuss your situation or to request a free advisory visit to your workplace, call us on 13 10 50.



Asbestos & Demolition Notification: Just a click away

If your job involves notifying WorkCover NSW of asbestos removal and/or demolition work, then there's some good news for you. Now you can manage the entire notification and approval process online.

By law, you must hold a WorkCover-issued licence and inform them if you remove or demolish more than 10 square metres of bonded asbestos. You also need to get approval from WorkCover before you can remove any amount of friable asbestos. If you work with asbestos a lot, that can mean notifying WorkCover on a regular basis before you start new projects. The easier that process is, the sooner you can get on with the job in a safe manner.

In May WorkCover launched the online notification system (ONS), for asbestos removal and demolition work.

The ONS cuts through red tape and – if you can use the Internet – is a quick and simple way for you to notify WorkCover. You can track the progress of your application for approval at any time, and choose to save or print out copies of notifications and permits. There are also helpful prompts and answers to frequently asked questions, to ensure you can get what you want without any problems.

The system offers a range of other functions to make things easier for you, including:

- **secure online payments for friable asbestos permits**
- **the option to upload supporting documents – eg safe work method statements**
- **allowing nominated people to view or update your account, if you wish**
- **access 24 hours a day, seven days a week.**

WorkCover has developed the ONS as an additional tool to speed up and improve the notification and approval process. However, if you prefer, WorkCover still offers the fax, email and postal lodging system.

The ONS is the first of its kind for occupational health and safety regulators in Australia, and is a new initiative for our services to NSW businesses.

To open your account with the ONS, go to **www.workcover.nsw.gov.au** and click on the link. For more information on your responsibilities when working with asbestos, call **13 10 50**.

WorkCover NSW offices

HEAD OFFICE

Office Hours: **8:30am – 5:00pm**
Monday to Friday

Gosford

92-100 Donnison Street,
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 – 5:00pm**
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

Level 1, 60 Burelli Street,
WOLLONGONG 2500
P: (02) **4222 7333**
F: (02) **4226 9087**

LABORATORIES

Thornleigh

5A Pioneer Avenue,
THORNLEIGH 2120
P: (02) **9473 4000**
F: (02) **9980 6849**

Londonderry

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

METROPOLITAN & DISTRICT OFFICES

Office Hours: **8:30am – 5:00pm**
Monday to Friday

Albury

Suite 5, 1st Floor,
429 Swift Street,
ALBURY 2640
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F: (02) **6041 2580**
Post: PO Box 905
ALBURY 2640

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BALLINA 2478
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F: (02) **6681 6100**
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F: (02) **6494 7151**
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Shopping Centre,
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F: (02) **6964 1738**

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F: (02) **9585 0261**

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F: (02) **9824 0348**
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F: (02) **9287 4796**
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F: (02) **6792 3532**
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F: (02) **4422 4997**
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NOWRA 2541

Orange

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F: (02) **6362 8820**
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Parramatta

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PARRAMATTA 2150
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F: (02) **9891 1474**

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PORT MACQUARIE 2444
P: (02) **6588 7000**
F: (02) **6584 1788**
Post: PO Box 1646
PORT MACQUARIE 2444

Tamworth

126 Marius Street,
TAMWORTH 2340
P: (02) **6767 2500**
F: (02) **6766 4972**
Post: PO Box 396
TAMWORTH 2340

Tweed Heads

Units 25 & 26, Corporate House
8 Corporation Circuit,
TWEED HEADS SOUTH 2486
P: (07) **5506 1400**
F: (07) **5524 6300**
Post: PO Box 3214DC
TWEED HEADS SOUTH 2486

Wagga Wagga

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WAGGA WAGGA 2650
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WAGGA WAGGA 2650

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WorkCover NSW

Workshop Calendar



Registration is essential to attend one of these workshops.

To register or find out more please visit www.workcover.nsw.gov.au or call 13 10 50.

WORKSHOP TITLE	EVENT DATE	EVENT TIME	LOCATION
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 1 July 2009	Registration: 4:30pm Session: 5:00pm to 7:00pm	<i>Cronulla Sutherland Leagues Club</i> 461 Captain Cook Drive, Cronulla
Workplace Safety Essentials - Serious About Safety	Wednesday 1 July 2009	Registration: 12:30pm Session: 1:00pm to 4:00pm	<i>Deniliquin RSL Club</i> 72 End Street, Deniliquin
Workplace Safety Essentials - Serious About Safety	Wednesday 1 July 2009	Registration: 9:30am Session: 10:00am to 1:00pm	<i>Gilgandra Bowling Club</i> Newell Highway, Gilgandra
Workplace Safety Essentials – Occupational Health & Safety	Thursday 2 July 2009	Registration: 12:30pm Session: 1:00pm to 3:00pm	<i>Concord RSL Club</i> Nirandra Street, Concord West
Workplace Safety Essentials – Bullying in the Workplace	Tuesday 7 July 2009	Registration: 2:30pm Session: 3:00pm to 5:00pm	<i>Gosford Golf Club</i> Racecourse Road, Gosford
Workplace Safety Essentials – Occupational Health & Safety	Tuesday 7 July 2009	Registration: 12:30pm Session: 1:00pm to 3:00pm	<i>Burwood RSL Club</i> 96 Salisbury Road, Burwood
Workplace Safety Essentials	Tuesday 7 July 2009	Registration: 2:30pm Session: 3:00pm to 6:00pm	<i>Balmain Leagues Club</i> 138-152 Victoria Road, Rozelle
Workplace Safety Essentials - Manual Handling	Tuesday 7 July 2009	Registration: 7:45am Session: 8:00am to 10:00am	<i>Condobolin Golf Club</i> Tasker Street, Condobolin
Workplace Safety Essentials - Manual Handling	Wednesday 8 July 2009	Registration: 9:30am Session: 10:00am to 12:00pm	<i>South Grafton Ex-Servicemen's Club</i> Wharf Street, South Grafton
Workplace Safety Essentials - Serious About Safety	Wednesday 8 July 2009	Registration: 1:30pm Session: 2:00pm to 5:00pm	<i>Berry Bowling Club</i> 140 Princes Highway, Berri
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 8 July 2009	Registration: 9:30am Session: 10:00am to 12:00pm	<i>Byron Bay Services Club</i> Johnson Street, Byron Bay
Workplace Safety Essentials - Manual Handling	Thursday 9 July 2009	Registration: 9:00am Session: 9:30am to 11:30am	<i>WorkCover Office</i> 53 Lord Street, Port Macquarie
Workplace Safety Essentials - Manual Handling	Thursday 9 July 2009	Registration: 9:30am Session: 10:00am to 12:00pm	<i>Crossing Theatre</i> 117 Tibbereena, Narrabri
Workplace Safety Essentials – Occupational Health & Safety	Tuesday 14 July 2009	Registration: 1:00pm Session: 1:30pm to 3:30pm	<i>Swansea RSL Club</i> Bridge Street, Swansea
Workplace Safety Essentials - Serious About Safety	Tuesday 14 July 2009	Registration: 1:30pm Session: 2:00pm to 5:00pm	<i>Toongabbie Sports & Bowling Club</i> 21 Station Road, Toongabbie
Workplace Safety Essentials – Bullying in the Workplace	Wednesday 15 July 2009	Registration: 1:00pm Session: 1:30pm to 3:30pm	<i>Zenith Business Centre</i> Level 1, 6 Reliance Drive, Tuggerah
Workplace Safety Essentials - Serious About Safety	Wednesday 15 July 2009	Registration: 10:30am Session: 11:00am to 2:00pm	<i>Hornsby RSL Club</i> 4 High Street, Hornsby
Workplace Safety Essentials - Serious About Safety	Wednesday 15 July 2009	Registration: 12:30pm Session: 1:00pm to 4:00pm	<i>Smithfield RSL Club</i> Cnr Cumberland Highway & Neville Street, Smithfield
Workplace Safety Essentials - Serious About Safety	Thursday 16 July 2009	Registration: 8:00am Session: 8:30am to 11:30am	<i>Country Comfort Tamworth Towers</i> Oxley Highway (Bridge Street) & Ebsworth Street, Tamworth
Workplace Safety Essentials – Occupational Health & Safety	Tuesday 28 July 2009	Registration: 9:00am Session: 9:30am to 11:30am	<i>Tweed Community College (ACE) Rooms</i> 36 Machinery Drive, Tweed Heads South
Workplace Safety Essentials - Serious About Safety	Wednesday 29 July 2009	Registration: 12:30pm Session: 1:00pm to 4:00pm	<i>Mittagong RSL Club</i> Cnr Hume Highway & Bessemer Street, Mittagong
Workplace Safety Essentials - Workers Compensation	Wednesday 29 July 2009	Registration: 10:00am Session: 10:30am to 12:30pm	<i>Griffith Ex-Servicemen's Club</i> Jondaryan Avenue, Griffith

WORKSHOP TITLE	EVENT DATE	EVENT TIME	LOCATION
Workplace Safety Essentials – Bullying in the Workplace	Tuesday 4 August 2009	Registration: 2:30pm Session: 3:00pm to 5:00pm	Country Comfort Terrigal 154 Terrigal Drive, Terrigal
Workplace Safety Essentials – Serious About Safety	Wednesday 5 August 2009	Registration: 1:30pm Session: 2:00pm to 5:00pm	Merimbula RSL Club 52-54 Main Street, Merimbula
Workplace Safety Essentials – Serious About Safety	Wednesday 5 August 2009	Registration: 1:30pm Session: 2:00pm to 5:00pm	Wellington Soldiers Memorial Club 75 Arthur Street, Wellington
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 5 August 2009	Registration: 9:00am Session: 9:30am to 11:30am	Mullumbimby Ex-Service Club Dalley Street, Mullumbimby
Workplace Safety Essentials – Rural Safety	Thursday 6 August 2009	Registration: 9:00am Session: 9:30am to 11:30am	Wingham District Memorial Services Club 28 Bent Street, Wingham
Workplace Safety Essentials – Manual Handling	Tuesday 11 August 2009	Registration: 1:00pm Session: 1:30pm to 3:30pm	Raymond Terrace Bowling Club 2 Jacaranda Avenue, Raymond Terrace
Workplace Safety Essentials – Occupational Health & Safety	Tuesday 11 August 2009	Registration: 12:30pm Session: 1:00pm to 3:00pm	St George Leagues Club 124 Princes Highway, Kogarah
Workplace Safety Essentials – Serious About Safety	Tuesday 11 August 2009	Registration: 8:00am Session: 8:30am to 11:30am	Gunnedah Services & Bowling Club 313 Conadilly Street, Gunnedah
Workplace Safety Essentials – Manual Handling	Tuesday 11 August 2009	Registration: 1:30pm Session: 2:00pm to 4:00pm	Smithfield RSL Club Cnr Cumberland Highway & Neville Street, Smithfield
Workplace Safety Essentials	Tuesday 11 August 2009	Registration: 5:30pm Session: 6:00pm to 9:00pm	Singleton Heights Returned Servicemen's Club Dorsman Drive, Singleton Heights
Workplace Safety Essentials	Tuesday 11 August 2009	Registration: 2:30pm Session: 3:00pm to 6:00pm	Petersham RSL Club 7a Regent Street, Petersham
Workplace Safety Essentials – Manual Handling	Tuesday 11 August 2009	Registration: 8:30am Session: 9:00am to 11:00am	Bathurst RSL Club 114 Rankin Street, Bathurst
Workplace Safety Essentials – Manual Handling	Wednesday 12 August 2009	Registration: 12:30pm Session: 1:00pm to 3:00pm	Albury Soldiers, Sailors & Airmen's Club 570-582 Olive Street, Albury
Workplace Safety Essentials – Working With Chemicals	Wednesday 12 August 2009	Registration: 5:30pm Session: 6:00pm to 8:00pm	Warrarah Bay Recreation Club 40 Wallarah Road, Gorokan
Workplace Safety Essentials – Serious About Safety	Wednesday 12 August 2009	Registration: 5:30pm Session: 6:00pm to 9:00pm	Singleton Heights Returned Servicemen's Club Dorsman Drive, Singleton Heights
Workplace Safety Essentials – Manual Handling	Wednesday 12 August 2009	Registration: 1:30pm Session: 2:00pm to 4:00pm	Cabra-Vale Diggers Club 1 Bartley Street, Canley Vale
Workplace Safety Essentials – Working with Chemicals	Wednesday 19 August 2009	Registration: 9:00am Session: 9:30am to 11:30am	Coffs Ex-Services Club 1 Vernon Street, Coffs Harbour
Workplace Safety Essentials – Serious About Safety	Thursday 20 August 2009	Registration: 12:30pm Session: 1:00pm to 4:00pm	Padstow RSL Club 24-28 Howard Road, Padstow
Workplace Safety Essentials – Manual Handling	Wednesday 26 August 2009	Registration: 9:30am Session: 10:00am to 12:00pm	Moree Services Club Albert Street, Moree
Workplace Safety Essentials – Workers Compensation	Wednesday 26 August 2009	Registration: 9:00am Session: 9:30am to 11:30am	Wagga Wagga RSL Club Cnr Kincaid & Dobbs Street, Wagga Wagga
Workplace Safety Essentials – Occupational Health & Safety	Wednesday 26 August 2009	Registration: 9:00am Session: 9:30am to 11:30am	Murwillumbah Civic Centre, Canvas & Kettle Restaurant Tumbulgum Road, Murwillumbah
Workplace Safety Essentials – Manual Handling	Wednesday 26 August 2009	Registration: 10:30am Session: 11:00am to 1:00pm	The Epping Club 45-47 Rawson Street, Epping
Workplace Safety Essentials	Wednesday 26 August 2009	Registration: 5:30pm Session: 6:00pm to 9:00pm	Cronulla Sutherland Leagues Club 461 Captain Cook Drive, Cronulla
Workplace Safety Essentials – Serious About Safety	Thursday 27 August 2009	Registration: 12:30pm Session: 1:00pm to 4:00pm	Wollongong Golf Club Cnr Corrimal & Bank Street, Wollongong

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OHS Consultation for Safety Committees and Representatives

All NSW Safety Committee members and Safety Representatives must attend a Workcover accredited OHS Consultation training course. This Workcover NSW accredited course provides participants with the knowledge and skills required to apply the principles of effective workplace OHS consultation.

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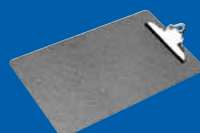
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Advance OHS

July - December 2009 COURSE CALENDAR

OHS Consultation for Safety Committees and Representatives (4 days)

Cost: \$525 (gst free)

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
July	Tuesday, 7 Wednesday, 8 Tuesday, 14 Wednesday, 15	Sydney - City
July	Monday, 20 Tuesday, 21 Monday, 27 Tuesday, 28	Parramatta
August	Monday, 3 Monday, 10 Monday, 17 Monday, 24	Sydney - City
August	Wednesday, 5 Thursday, 4 Wednesday, 12 Thursday, 13	Parramatta
September	Wednesday, 2 Thursday, 3 Wednesday, 9 Thursday, 10	Parramatta
September	Wednesday, 16 Thursday, 17 Wednesday, 23 Thursday, 24	Sydney - City
October	Wednesday, 7 Thursday, 8 Wednesday, 14 Thursday, 15	Sydney - City
October	Monday, 12 Tuesday, 13 Monday, 19 Tuesday, 20	Parramatta
November	Wednesday, 4 Thursday, 5 Wednesday, 11 Thursday, 12	Sydney - City
November	Monday, 16 Tuesday, 17 Monday, 23 Tuesday, 24	Parramatta
December	Wednesday, 2 Thursday, 3 Wednesday, 9 Thursday, 10	Parramatta

Green / White Card CPOHS 1001A Induction for Construction (1 day) Cost: \$100 (gst free)

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

Daily Parramatta & Sydney - City

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
July	Saturday, 4	Parramatta
July	Monday, 13	Parramatta
July	Saturday, 18	Parramatta
August	Saturday, 1	Parramatta
August	Monday, 3	Parramatta
August	Saturday, 15	Parramatta
August	Monday, 17	Parramatta
August	Saturday, 29	Parramatta
September	Saturday, 12	Parramatta
September	Monday, 14	Parramatta
September	Saturday, 26	Parramatta
September	Monday, 28	Parramatta
October	Saturday, 10	Parramatta
October	Monday, 12	Parramatta
October	Saturday, 24	Parramatta
October	Monday, 26	Parramatta
November	Saturday, 7	Parramatta
November	Monday, 9	Parramatta
November	Saturday, 21	Parramatta
November	Monday, 23	Parramatta
December	Saturday, 5	Parramatta
December	Monday, 7	Parramatta
December	Saturday, 19	Parramatta
December	Monday, 21	Parramatta

Manual Handling

Cost: \$120 (including gst)

This course aims to familiarise participants with the knowledge and skills for correct manual handling. Participants learn to apply the principles of risk management to manual handling scenarios. This session contains both practical and theory components.

Month	Days	Location
July	Wednesday, 29	Parramatta
August	Thursday, 27	Parramatta
September	Tuesday, 29	Parramatta
October	Tuesday, 27	Parramatta
November	Thursday, 26	Parramatta
December	Wednesday, 23	Parramatta

Introduction to RTW Coordination (2 days)

Cost: \$395 (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 RTW Coordinator the basic skills and knowledge, to effectively manage workplace injuries.

Month	Days	Location
July	Thursday, 23 Friday, 24	Parramatta
August	Wednesday, 19 Wednesday, 26	Sydney - City
September	Wednesday, 23 Thursday, 24	Parramatta
October	Wednesday, 28 Thursday, 29	Sydney - City
November	Thursday, 19 Friday, 20	Parramatta
December	Monday, 21 Tuesday, 22	Sydney - City

OHS Risk Management for Supervisors and Managers

Cost: \$295 (including gst)

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
July	Thursday, 30	Sydney - City
August	Monday, 31	Parramatta
September	Wednesday, 30	Sydney - City
October	Thursday, 29	Parramatta
November	Wednesday, 25	Sydney - City
December	Wednesday, 16	Parramatta

Certificate IV in Occupational Health and Safety BSB41407

Provided by RTO 91334

This qualification is the minimum requirement for OHS management in most workplaces. The training and assessment can be done by distance learning and is specifically designed to help supervisors, union representatives, safety committee members, assistant safety officers and other staff who identify and manage workplace health and safety hazards.

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Other COURSES...

- Accident Investigation
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- Safety Committee refresher
- General Employee Induction
- Custom OHS Courses

