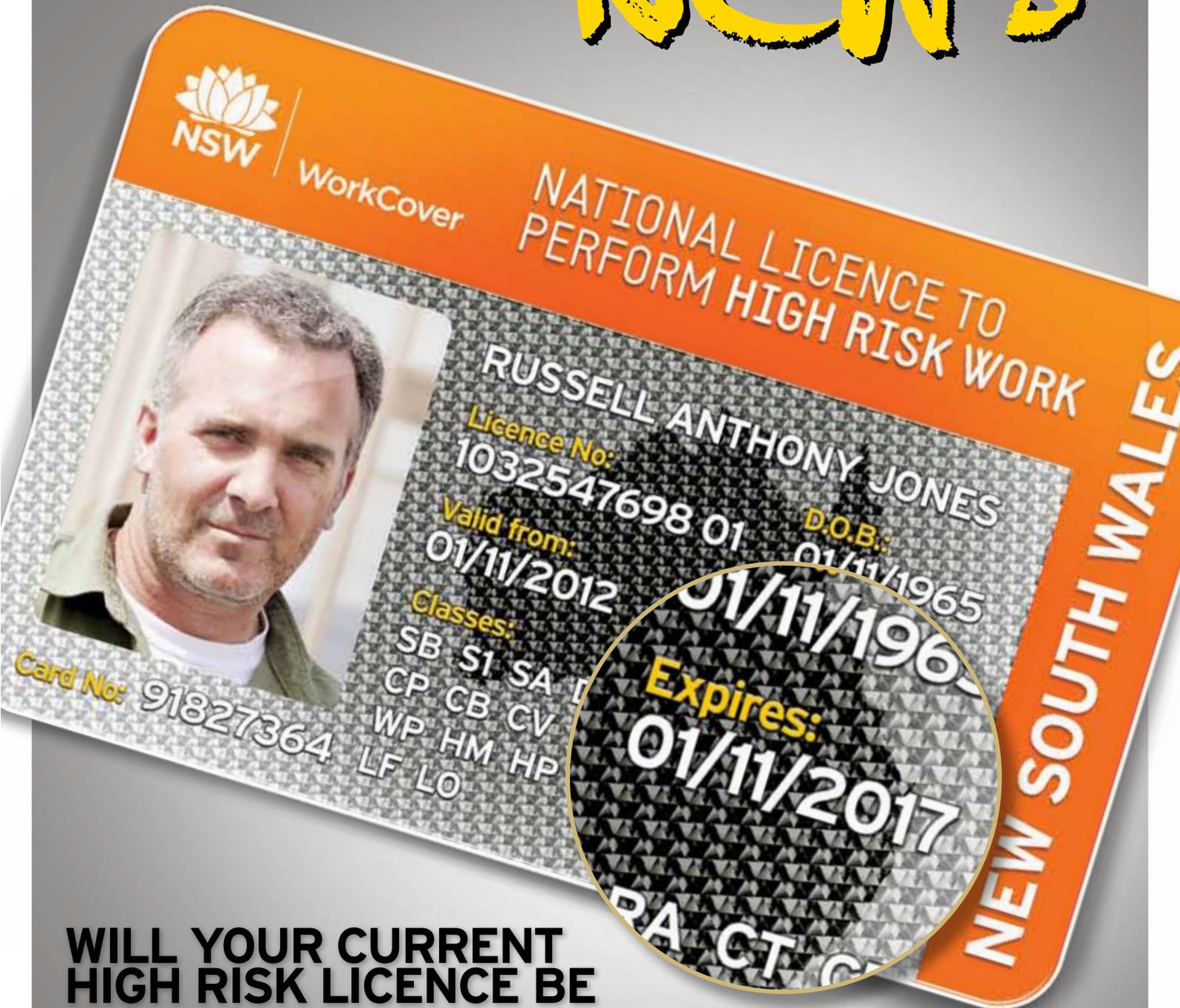


The workplace safety and injury management magazine

WORKCOVER NEWS



WILL YOUR CURRENT HIGH RISK LICENCE BE CANCELLED?

FULL STORY PAGE 4



WorkCover

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July to September 2012



WHS Training Calendar 2012

~ Vital Training for Effective Risk Management ~

JULY to SEPTEMBER 2012

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Health & Safety Representative 5 Day Course												
Course Fee: \$720 (\$792 incl. gst)					Course Length: 5 days (9am - 4pm)							
	Dates				Location			Course Code				
July	Mon	2	Tue	3	Wed	4	Mon	9	Tue	10	City	CITHSR7
	Mon	9	Tue	10	Wed	11	Mon	16	Tue	17	Parramatta	PARHSR7
	Wed	11	Thu	12	Fri	13	Wed	18	Thu	19	City	CITHSR72
	Wed	18	Thu	19	Fri	20	Wed	25	Thu	26	Parramatta	PARHSR72
Aug	Mon	23	Tue	24	Wed	25	Mon	30	Tue	31	Rooty Hill	RHHSR7
	Wed	1	Thu	2	Fri	3	Wed	8	Thu	9	City	CITHSR8
	Mon	6	Tue	7	Wed	8	Mon	13	Tue	14	Campbelltown	CAMHSR8
	Mon	13	Tue	14	Wed	15	Mon	20	Tue	21	City	CITHSR82
Sep	Mon	20	Tue	21	Wed	22	Mon	27	Tue	28	Parramatta	PARHSR8
	Wed	22	Thu	23	Fri	24	Wed	29	Thu	30	Hurst	HURHSR8
	Mon	3	Tue	4	Wed	5	Mon	10	Tue	11	City	CITHSR9
	Mon	10	Tue	11	Wed	12	Mon	17	Tue	18	Parramatta	PARHSR9
	Wed	12	Thu	13	Fri	14	Wed	19	Thu	20	Rooty/H	RHHSR9
	Wed	19	Thu	20	Fri	21	Wed	26	Thu	27	Parramatta	PARHSR92

1 Day HSR Gap Course				
Course Fee: \$320 (\$352 incl. gst)		Course Length: 1 day (8:30am - 5pm)		
	Dates	Location	Course Code	
July	Fri	6	Parramatta	PARG7
	Fri	20	City	CITG7
	Mon	23	Parramatta	PARG72
	Mon	30	City	CITG72
Aug	Tue	31	Parramatta	PARG73
	Wed	1	Parramatta	PARG8
	Mon	6	City	CITG8
	Thu	16	City	CITG82
Sep	Fri	17	Parramatta	PARG82
	Thu	30	City	CITG83
	Fri	7	Parramatta	PARG9
	Fri	14	City	CITG9
	Wed	19	City	CITG92
	Mon	24	City	CITG93
	Mon	24	Parramatta	PARG92

Effective 3 Day Committee Course								
Course Fee: \$580 (\$638 incl. gst)				Course Length: 3 days (9am - 4pm)				
	Dates			Location	Course Code			
July	Mon	2	Tue	3	Wed	4	Parramatta	PARCT7
	Fri	13	Fri	20	Fri	27	Hurstville	HURCT7
	Tue	17	Tue	24	Tue	31	City	CITCT7
	Tue	17	Wed	18	Thu	19	Campbelltown	CAMCT7
Aug	Wed	25	Thu	26	Fri	27	City	CITCT72
	Wed	1	Thu	2	Fri	3	Rooty Hill	RHCT8
	Thu	2	Thu	9	Thu	16	Parramatta	PARCT8
	Fri	17	Fri	24	Fri	31	City	CITCT8
Sep	Mon	27	Tue	28	Wed	29	City	CITCT82
	Wed	29	Thu	30	Fri	31	Parramatta	PARCT82
	Mon	3	Tue	4	Wed	5	Parramatta	PARCT9
	Mon	3	Mon	10	Mon	17	Hurstville	HURCT9
	Thu	6	Thu	13	Thu	20	City	CITCT9
	Tue	25	Wed	26	Thu	27	City	CITCT92
	Wed	26	Thu	27	Fri	28	Campbelltown	CAMCT9

This course provides attendees with the necessary understanding and skills to:

- function effectively as a member of their Health & Safety Committee (H&S Committee)
- make worthwhile contributions to the person conducting a business or undertaking (PCBU), being able to comply with WHS law and minimize health and safety risks in their workplace.

WHS Committee Chairperson				
Course Fee: \$320 (\$352 incl. gst)		Course Length: 1 day (9am - 4pm)		
	Dates	Location	Course Code	
July	Thu	5	Parramatta	PARC7
Aug	Fri	10	City	CITC8
Sep	Thu	6	Parramatta	PARC9

WHS Risk Management for Supervisors & Managers						
Course Fee: \$550 (\$605 incl. gst)		Course Length: 2 days (9am - 4pm)				
	Dates	Location	Course Code			
July	Thu	12	Fri	13	Parramatta	PARS7
Aug	Wed	22	Thu	23	City	CITS8
Sep	Thu	13	Fri	14	Parramatta	PARS9

ON-SITE Training Courses

The following courses can be delivered at your premises.

- Health & Safety Representative Course (5 days)
- Gap Course (1 day)
- Work Health & Safety Information Session (3.5hrs)
- WHS Risk Mgmt for Sups & Mgrs (1 or 2 days)
- WHS Risk Management (1 day)
- WHS Law for Officers (2 hrs)
- WHS Responsibilities for Sups & Managers (2 hrs)
- WHS Committee Chairperson (1 day)
- WHS Committee Refresher Update (1 day)
- Intro to Return to Work Coordination (2 days)
- Advanced Return to Work (1 day)
- Senior First Aid (2 days)
- First Aid Recertification (1 day)
- Incident Investigation (1 day)
- Developing Workplace Safety Culture (1 Day)
- Workplace Substances (1 day)
- WHS Induction for Employees (4 hrs)
- BackBasics Manual Handling (2 hrs)
- BackBasics Workstation Set-up & M/H (2 hrs)

Intro to Return to Work Coordination						
Course Fee: \$570 (gst free)		Course Length: 2 days (9am - 4:30pm)				
	Dates	Location	Course Code			
July	Thu	5	Fri	6	City	CITR7
Aug	Thu	23	Fri	24	Parramatta	PARR8
Sep	Mon	17	Tue	18	City	CITR9

Advanced Return to Work Coordination				
Course Fee: \$340 (\$374 incl. gst)		Course Length: 1 day (9am - 4pm)		
	Dates	Location	Course Code	
July	Mon	16	City	CITE7
Sep	Fri	28	Parramatta	PARE9

Construction General Induction

Public courses 6 days a week.
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CONTENTS



New WHS laws - first aid

WorkCover NSW answers a range of first aid questions including:

- does my employer have to provide a first aid kit?
- how many people have to be trained as a first aider?
- what should be in a first aid kit?

No photo, no valid expiry, no licence

Are you one of the thousands of NSW workers who hold a high risk work licence? If so, take a good look at your current licence because changes are coming into effect that mean you might have to renew before 31 December this year.

Young workers accept the safety challenge

Keeping young people safe from workplace injuries was the focus of the WorkCover NSW Youth Workplace Safety Issues Forum held at NSW Parliament House on 11 April.

YOUTH

WEEK



WorkCover NSW 2012 Calendar

In a busy changing workplace stay current on the latest happenings with the WorkCover NSW Calendar.



Spotlight on Sports Safety

More than \$20,000 in sports equipment vouchers are up for grabs as part of the 2012 NSW Sports Safety Awards.

10/5/5 Project underway

WorkCover's flagship work health and safety program, 10/5/5, which involves working with the NSW community to improve health, safety and return to work in the State's 10 highest risk industries is well underway.



WorkCover Offices



Unlocking the QR code

Each issue of WorkCover News will showcase a new YouTube video to help you get to know WorkCover NSW and how we can assist you. See what we have instore this edition.

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Workcover continues to be at the forefront of initiatives to help make our workplaces safer for everyone, and to assist people returning to work as quickly as possible.



CEO MESSAGE



Julie Newman
Acting Chief Executive Officer

NSW winner at Safe Work Australia Awards

WorkCover would like to congratulate Orange-based Peter Rogers, who won first place at the 7th annual Safe Work Australia Awards held in Canberra in April.

Peter joined a small Orange-based engineering company in 2004 and eight years on, the Quality Assurance and Work Health and Safety Coordinator at Jeff Hort Engineering has transformed the company's safety culture, saved money, and created a safety framework that has made thinking about safety second nature.

In the past two years, Peter has developed systems that have met two international standards in both safety and quality assurance (4801 and 9001), based around the simple principles of risk assessment, safety analysis and open communication.

Read more on page 3.

Efforts to improve asbestos management and education continue

A group established to improve the management of asbestos in NSW is making progress in its fight to keep people safe from asbestos-related diseases.

The Heads of Asbestos Coordination Authorities (HACA) has completed the first draft of a state-wide Asbestos Plan.

The plan will be used to improve the management, monitoring and response to asbestos in NSW. Work to formulate this draft has included lengthy consultation with industry, unions, asbestos disease groups and the community.

The HACA group will also formulate a public awareness and education campaign, which will promote the safe handling of asbestos and help prevent the risk of exposure to asbestos related diseases in the NSW community.

HACA's progress comes as a timely reminder to members of the community who may not be aware of the asbestos transitional arrangements under the new Work Health and Safety laws.

Read more on page 21.

Youth Issues Forum

More than 60 young people aged under 25 from across the state attended the NSW Youth Workplace Safety Issues Forum, held at NSW Parliament House on 11 April, which was used as the official launch into Youth Week 2012.

The forum identified that young people face a range of challenges when they start their working lives and gave them an opportunity to share their views about workplace safety and injury prevention. It also allowed young workers to share their personal experiences and talk about their barriers to being safe at work.

Read more on page 8.

HIGH RISK WORK - NO PHOTO, NO LICENCE

Are you one of the thousands of NSW workers who hold a high risk work licence? If so be sure to check your current licence because changes are coming into effect that mean you might have to renew before 31 December this year.

Read more on page 4.



WorkCover NSW congratulates:

PETER ROGERS FOR WINNING A NATIONAL AWARD FOR HIS CONTRIBUTION TO WORK HEALTH AND SAFETY.

Mr Rogers won first place for Best individual contribution to workplace health and safety by an OHS manager at the 7th annual Safe Work Australia Awards held in Canberra in April.

When Peter Rogers joined a small Orange-based engineering company in 2004, he could not have known he would play a pivotal role in developing a health and safety system that would achieve international accreditation.

Eight years on, the Quality Assurance and Work Health and Safety Coordinator at Jeff Hort Engineering has transformed the company's safety culture, saved money, and created a safety framework that has made thinking about safety second nature.

In the past two years, Rogers has developed systems that have met two international standards in both safety and quality assurance (4801 and 9001), based around the simple principles of risk assessment, safety analysis and open communication.

Rogers said a high volume of work is undertaken in mines, such as Western Australia's Arygley Diamond Mine, so the company's systems must also meet strict mine safety regulations.

'Our safety systems need to account for the high-risk nature of the engineering industry, and almost 200 risk assessments have been developed for activities ranging from using complex mining drills and borers to using chemicals and working in the heat, cold and rain,' Rogers said.

'Everything has been risk assessed. If you walk on gravel, it's been risk assessed. How you jump off the back of a ute has been risk assessed,' he said.

The company even put out a safety alert about Rove beetles recently after several workers developed ulcers on their hands after being bitten by the insects.

NATIONAL RECOGNITION FOR THE STATE'S BEST

All of finalists at the national awards were winners of their state, territory or the Safety, Rehabilitation and Compensation Commission 2011 work health and safety awards.

Peter Rogers, was among 37 finalists from a range of industries across Australia, including five from New South Wales:

- NSW State Transit Authority for developing a solution to control the manual handling risk associated with replacing airbags on buses
- Inghams Enterprises for developing a cohesive work health and safety plan that is adaptable to multiple worksites and thousands of employees
- Production Automotive for developing a detailed system for their Penrith mechanics workshop that ensures all staff embrace different accountabilities for safety as part of their everyday operations
- Illawarra aged-care worker Peter Lehewess for developing a solution to a long-term manual handling problem through the development of a chute system for waste disposal that cost less than \$3000.

The detailed attention to safety has translated into zero lost-time injuries in the past 12 months, including near misses such as environmental and chemical issues.

Rogers believes a key factor in the company's approach to safety is a shared commitment to Job Safety Analysis (JSA, where every job - no matter how big or small - is analysed and reviewed from a safety perspective each day).

'Every employee has to do a random safety observation of their work site every day. Safety observations can range from as little as one minute to as long as one week. If someone sees something, they say something,' Rogers said.

Managing Director Jeff Hort, a former safety advocate in the mining industry, said while OHS had always been important, Roger's system had created a more holistic ownership of safety among the company's 156 staff.

'Previously there was no real ownership of health and safety and it revolved more around good luck than good management,' he said. 'Our staff work safely whether they are being observed or not. That is indicative of our safety culture,' he said.

Rogers is now working on developing, implementing and accrediting an environmental management system (ISO 14001).

Safe Work Australia Chair Mr Tom Phillips AM commended all of the national finalists on their efforts in reducing workplace death, injury and disease in Australia.

'The national Awards showcase the achievements of everyday Australians who have made a difference to work health and safety,' said Mr Phillips.

HIGH RISKWORK

NO PHOTO NO VALID EXPIRY NO LICENCE

Are you one of the thousands of NSW workers who hold a high risk work licence? If so, take a good look at your current licence because changes are coming into effect that mean you might have to renew before 31 December this year.

To meet national standards, a number of older high risk work licences will require conversion and renewal before 31 December 2012. This includes licences issued before 1996, licences issued between 1996 and 2004 without an expiry date, and licences issued with an expiry date but not renewed within 12 months of expiring.



WHY DO YOU NEED TO CHANGE?

Since the introduction of the National Standard for Licensing Persons Performing High Risk Work in 2006, all Australian states and territories have been making transitional arrangements for pre-1996 state certificates and national certificates issued from 1996 to 2004 to convert to the current five-year national high risk work photo licence.

While some states have concluded their conversion programs, the remaining jurisdictions are in the final stages. NSW will conclude on 31 December 2012, meaning that after this date only one WorkCover issued licence will be valid and be recognised across all state and territory borders. As of 2013 no photo, no valid expiry, no licence.



IS YOUR LICENCE VALID?

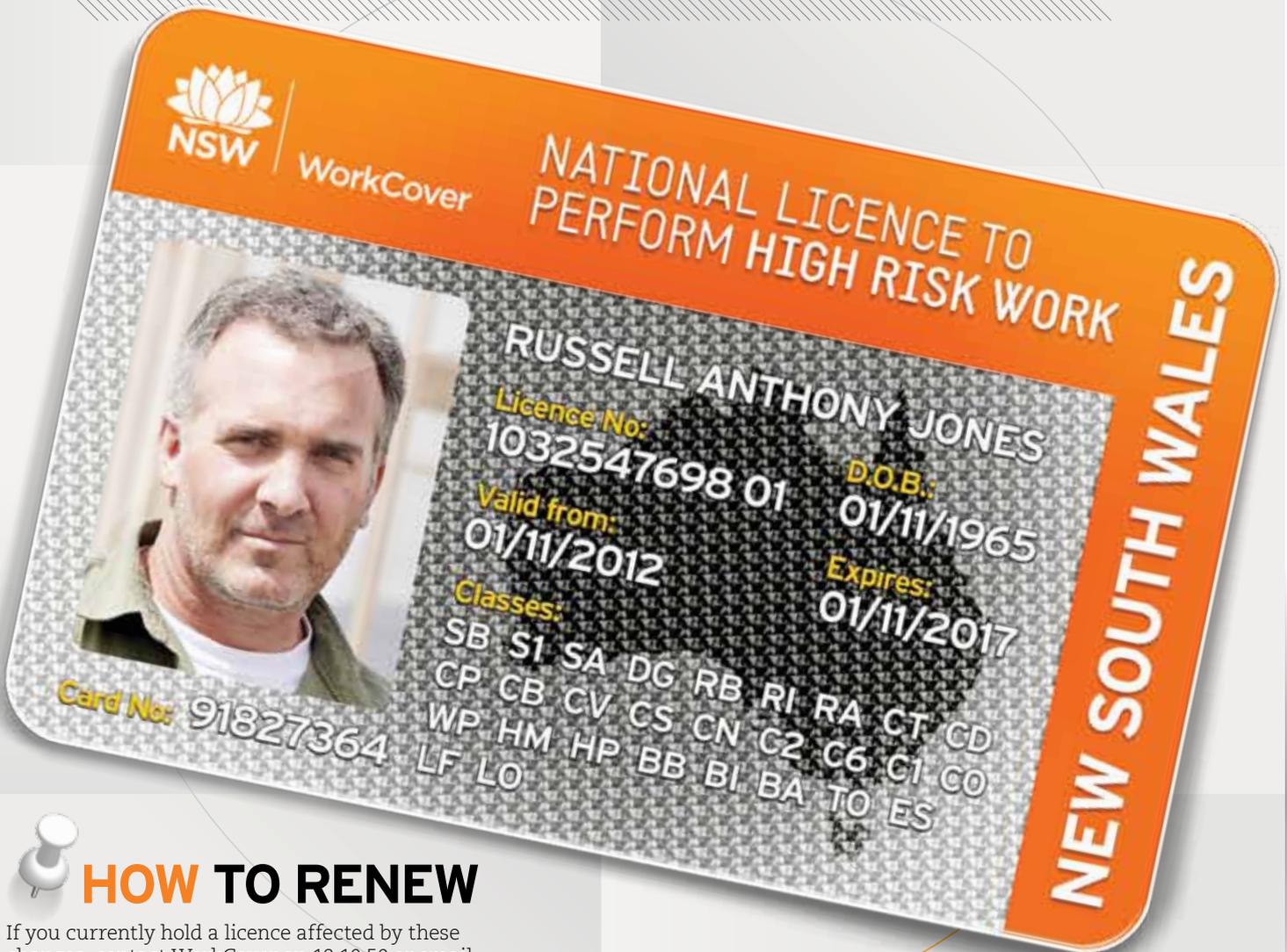
If you received your licence before 1996, if it doesn't have an expiry date, or if it is expired, it will be cancelled after the 31 December cut-off.

An easy way to tell if your licence is affected is to first check whether it includes a photo. Any licences without photographic identification will be void after this date. Second, check its expiry. If it does not have a date or it has expired, it will also be void after this date if you have not refreshed and renewed.

Failure to convert and renew your WorkCover NSW issued pre-1996, 1996-2004 or expired licence to a new high risk work licence before 31 December means your licence will be cancelled and you will be required to undergo training by a registered training organisation and assessment by an accredited assessor before you can apply for a new high risk work licence.

ISSUED BY WORKCOVER NSW, HIGH RISK WORK LICENCES ARE REQUIRED FOR THOSE WHO PERFORM SPECIFIC PLANT AND EQUIPMENT OPERATION ACTIVITIES AS PART OF THEIR DUTIES. THESE ACTIVITIES INCLUDE:

- operating forklifts
- scaffolding
- rigging
- dogging
- operating cranes, including tower, mobile, vehicle loading, bridge and gantry cranes
- operating hoists, including personnel and materials hoists, elevated work platforms and concrete placing booms
- operating pressure equipment such as boilers, turbines and steam engines.



HOW TO RENEW

If you currently hold a licence affected by these changes, contact WorkCover on 13 10 50 or email contact@workcover.nsw.gov.au and provide information on the card that you hold. You will be sent a renewal pack that can be lodged at any participating Australia Post Bank@Post outlet on or before 31 December 2012. The application form, a passport-sized photo, proof of identity and a \$60 fee will be required to make the lodgement. A new five-year photo licence that is recognised nation-wide will then be issued to you.

If you do not receive your renewal pack or have changed address since obtaining your licence you will need to contact WorkCover to make an application to convert, renew and arrange for a replacement prior to the 31 December deadline.

CALL WORKCOVER ON 13 10 50 WITH ANY QUESTIONS OR TO RENEW YOUR HIGH RISK WORK LICENCE. REMEMBER THAT AFTER 31 DECEMBER NO PHOTO, NO VALID EXPIRY, NO LICENCE.



New! WHS LAWS FIRST AID

WORKCOVER RECEIVES MANY ENQUIRIES ABOUT FIRST AID INCLUDING:

- does my employer have to provide a first aid kit?
- how many people have to be trained as a first aider?
- what should be in a first aid kit?

The answers to these questions vary depending on the type of workplace and work being undertaken. This article provides information to help duty holders answer these questions.

WHAT IS FIRST AID AND WHY IS IT NEEDED?

First aid is the immediate treatment or care given to a person suffering from an injury or illness until more advanced care is provided or the person recovers. Providing immediate and effective first aid to someone who has been injured or become ill may reduce the severity of the injury or illness and promote recovery. In some cases it could mean the difference between life and death.

WHO IS RESPONSIBLE FOR FIRST AID IN THE WORKPLACE?

Under the new work health and safety laws a person conducting a business or undertaking (PCBU) has the responsibility of ensuring the provision of first aid. This includes making sure that all workers at the workplace have access to:

- **first aid equipment**
- **trained workers or others to administer first aid**
- **facilities where first aid can be administered.**

First aid requirements will vary from one workplace to the next depending on the nature of the work, the type of hazard, the workplace size and location, as well as the number of people at the workplace. These factors must be taken into account when deciding what first aid arrangements need to be provided.

KEY TERMS

High risk workplace means a workplace where workers are exposed to hazards that could result in serious injury or illness and would require first aid. Examples of workplaces that may be considered high risk are ones in which workers:

- use hazardous machinery (for example, mobile plant, chainsaws, power presses and lathes)
- use hazardous substances (for example, chemical manufacture, laboratories, horticulture, petrol stations and food manufacturing)
- are at risk of falls that could result in serious injury (for example, construction and stevedoring)

- carry out hazardous forms of work (for example, working in confined spaces, welding, demolition, electrical work and abrasive blasting)
- are exposed to the risk of physical violence (for example, working alone at night, cash handling or having customers who are frequently physically aggressive)
- work in or around extreme heat or cold (for example, foundries and prolonged outdoor work in extreme temperatures).

Low risk workplace means a workplace where workers are not exposed to hazards that could result in serious injury or illness such as offices, shops or libraries. Potential work-related injuries and illnesses requiring first aid would be minor in nature.

HOW DO I DETERMINE WHAT FIRST AID REQUIREMENTS ARE NEEDED IN MY WORKPLACE?

The Code of Practice *First Aid in the Workplace* provides guidance on how to determine the first aid requirements for your workplace. For example, you will need to consider:

- **the nature of the work being carried out, for example, is it high risk? Does it involve the use of machinery or exposure to hazardous substances?**
- **the type of hazards around the workplace**
- **the workplace size and location, for example, if it is a large workplace first aid equipment and facilities may be required in more than one location.** Do you have workers in remote or isolated areas? The distance of the workplace from ambulance services, hospital and medical centres should be taken into account
- **the number of people at the workplace.** The number of workers may vary and you should consider the maximum number of workers you engage at any one time, including contractors and volunteers.

Records of injuries, illnesses, 'near miss' incidents and other information that has already been obtained to assist in controlling risks at the workplace will be useful to make appropriate decisions about first aid.

Where there are two or more PCBUs at a workplace, they can share first aid responsibilities, such as trained first aid officers, first aid equipment and facilities, so long as they are appropriate for the work being carried out by workers of all the PCBUs.

It is good practice for a PCBU to develop a 'first aid procedure' within their workplace. This would ensure that workers have a clear understanding of first aid requirements and who is responsible for what activities. For example where first aid kits are located, who maintains them and who and where the first aiders are located.



WHAT SHOULD A FIRST AID KIT CONTAIN?

The first aid kit should provide basic equipment for administering first aid for injuries including:

- **cuts, scratches, punctures, grazes and splinters**
- **muscular sprains and strains**
- **minor burns**
- **amputations and/or major bleeding wounds**
- **broken bones**
- **eye injuries**
- **shock.**

HOW MANY TRAINED FIRST AIDERS SHOULD A WORKPLACE HAVE?

A worker who is trained in first aid should hold a nationally recognised Statement of Attainment issued by a Registered Training Organisation for one of the nationally endorsed first aid units of competency:

- **Apply First Aid**
- **Apply Advanced First Aid**
- **Manage First Aid in the Workplace (Occupational First Aid)**
- **Provide First Aid in Remote Situations.**

A first aider should also attend refresher training to keep their knowledge and skills up to date. Some first aiders may also need to undertake additional first aid training to respond to specific situations at their workplace. For example additional training in responding to severe allergic reactions might be appropriate if workers have severe allergies or if there is a high risk of bee or wasp stings.

The contents of a first aid kit should be based on a risk assessment. The Code of Practice *First Aid in the Workplace* provides more information about contents, for example burn injuries and what should be provided.

Medication, including analgesics such as paracetamol and aspirin, should not be included in first aid kits because of their potential to cause adverse health effects in some people. Workers requiring prescribed and over-the-counter medications should carry their own medication for their personal use as necessary.

Signage should be provided so it identifies where the first aid equipment and facilities are and this should be communicated to all workers.

FOR MORE INFORMATION PLEASE REFER TO THE CODE OF PRACTICE - *FIRST AID IN THE WORKPLACE*, AVAILABLE AT SAFeworkaustralia.gov.au.



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YOUNG WORKERS ACCEPT THE SAFETY CHALLENGE

Keeping young people safe from workplace injuries was the focus of the WorkCover NSW Youth Workplace Safety Issues Forum held at NSW Parliament House on 11 April.

More than 60 young people aged under 25 from across New South Wales attended the forum, which was used as the official launch into Youth Week 2012.

The forum gave young people an opportunity to share their views about workplace safety and injury prevention. It also allowed young workers to share their personal experiences and talk about their barriers to being safe at work.

TV personality James Mathison facilitated a five-person panel made up of young workers and industry representatives. The panel explored common safety issues such as manual handling, bullying, and slips, trips and falls.

The young workers then contributed to workshops where they discussed ways to increase awareness of safety issues, where to go for help and issues that are important to young people.

The forum identified that young people face a range of challenges when they start their working lives and that they can be complacent about workplace safety because of a lack of awareness.

The young attendees said the issues explored during the day would now help them to build positive, robust safety cultures in their workplaces by raising awareness of WorkCover services and how they can address injury risk factors.

The issues raised at the forum will also allow WorkCover to better understand and address the barriers young people face in staying safe at work.

The event was jointly hosted by WorkCover and the NSW Youth Advisory Council and officially launched Youth Week 2012.

FOR MORE INFORMATION ON YOUNG WORKER SAFETY, VISIT WORKCOVER.NSW.GOV.AU OR CALL 13 10 50.

SAFETY CHALLENGES FOR YOUNG WORKERS THAT WERE RAISED DURING THE FORUM:

- inadequate induction, training and supervision
- limited knowledge of personal protective equipment, manual handling issues and equipment use
- ineffective workplace communication
- lack of understanding of how to report and injury
- lack of awareness about the workplace safety regulator and WorkCover's role
- difficulty in distinguishing between Industrial Relations issues such as wages and contracts with workplace safety and injury management issues
- not confident to speak up to their employer about work health and safety concerns
- need more education on workplace safety and the role of WorkCover through schools or multi-agency information.



Above Artwork designed by:
Nathan Zhen (16 years old)





An Australian, State, Territory and Local Government Initiative

YOUNG WORKERS SPEAK TO WORKCOVER



ALTHOUGH 22-YEAR-OLD LAW STUDENT AND PART-TIME RETAIL PHARMACY ASSISTANT ELIZABETH PRIOR HAS NEVER BEEN INJURED AT WORK, THE IMPACT OF A WORKPLACE INJURY HIT HOME AT AN EARLY AGE.

'My older brother was injured working as a Jackeroo in the Northern Territory. It was extremely distressing for my family as his finger was amputated as a result of the injury.

This made me think workplace safety is very important as it limits injury and can save lives.

Young people lack life experience and young people are poor at judging risk, that means that they can be complacent about safety risks and being injured at work.

Young people should take safety seriously as any physical damage that you may incur in your youth, resulting from work place injury, will have long lasting physical and emotional effects.

Young workers are at high risk of being injured on the job. There are simple things you can do in the workplace to minimise work safety risks. Take the time to familiarise yourself with any safety risks in your workplace.'



15-YEAR-OLD THEA ROSS FROM SYDNEY'S NORTH WORKS IN THE SPORTING INDUSTRY AS AN INSTRUCTOR AND SUPERVISOR. SHE BELIEVES IT'S IMPORTANT THAT EVERYONE IS MADE AWARE OF WORKPLACE SAFETY RISKS.

'I am often injured at work because of the nature of my job, but they are mostly small injuries like sprained ankles or a pulled muscle. Although they are minor, these injuries can have an impact for weeks afterwards, restricting my ability to work as well as my capacity to participate in normal everyday activities.

People think the only accidents that happen occur in mines or on construction sites, but that is about as far from the truth as you can get.

After I heard a story about a 16-year-old losing their leg at work it made me realise how serious workplace safety is. To think that if that were to happen to me, now at 15, I would only have a year left to walk and that is such a frightening concept.

Safety is important because so many things can go wrong. No one thinks you can get injured in an office, but it's important to recognise and understand that something as simple as bending over and lifting a box of paper could result in an injury and subsequent problems that need treatment for the rest of your life.

I think young people may be complacent about safety at work because they don't understand the amount of risks that they take everyday, and they don't take a lot of what organisations like WorkCover say seriously.

It would be tragic for someone to have a disastrous life-changing accident, simply because they weren't aware of risks and how to manage them. Going online and reading about workplace safety, and talking to your employers about what preventative measures could be put in place could mean the difference between life and death.

Young people especially need to enter the workforce right from the get-go with a solid knowledge of how to be safe in the workplace.'



JOSS GROUP BUILDING A BETTER SAFETY CULTURE

An Albury company has met the challenge of workplace safety head-on to become one of a select group of self insurers, winning a coveted SafeWork Award in the process.

Joss Group is a family company established in 1975 by Colin and Lorraine Joss, and now employs over 700 full time equivalent staff to cover all aspects of commercial building, including construction, facility management and distribution.

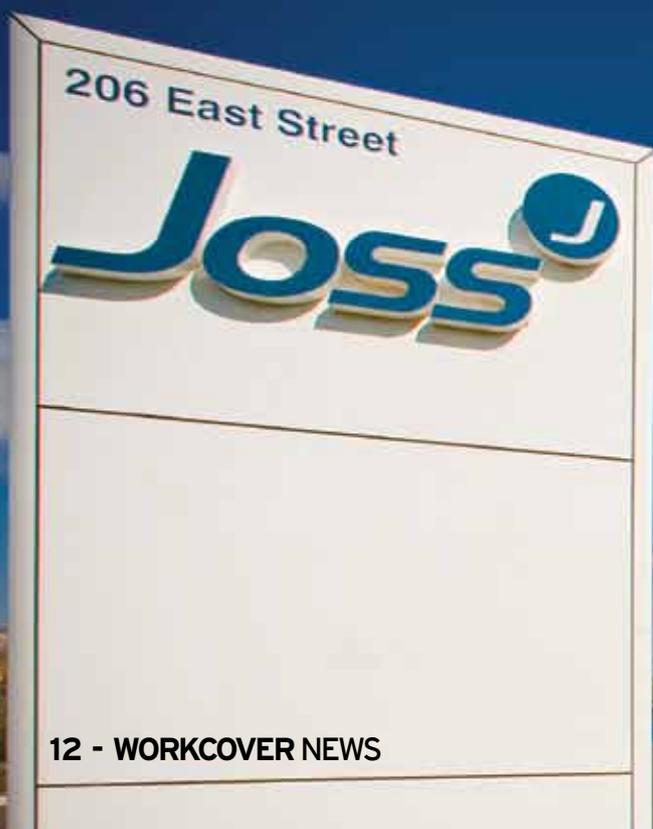
When the company took on a large government contract for facilities management services in 2005 they expanded their workforce. It was soon identified that this group displayed an unacceptable level of worker injury and lost time productivity.

Rather than accepting the injury rate as an unavoidable aspect of a large workforce, the organisation decided to tackle the issue with a comprehensive management system. The initiative was to overcome the high level of workplace incidents as well as manage injured workers to return them to their roles following rehabilitation.

So promising were the outcomes of these initiatives that in 2008 Joss entered their new management system in the WorkCover NSW SafeWork Awards. The judges were impressed enough with their approach to work health and safety that they won the category of Best Workplace Health and Safety Management System, awarded for 'demonstrated commitment to continuous improvement of workplace health and safety outcomes through the implementation of an integrated systems approach.'

THIS NEW MANAGEMENT SYSTEM COVERED A RANGE OF WORK HEALTH AND SAFETY ASPECTS, AS WELL AS A NUMBER OF SPECIFIC INITIATIVES:

- training focused on workplace safety and staff requirements
- induction based on core safety competencies and company obligations. New staff were also assigned a mentor to assist in safety processes and procedures
- monitoring and supervision of all work sites by supervisors on a monthly basis. Site visit reports were then posted on the website for all stakeholders to view
- a staff morale program to aid employees to feel part of a team and therefore to be more vigilant in workplace safety
- consultation by electing safety representatives from each work group who then form a consultation committee
- constant communication with staff to keep them up to date with changes and how effective WHS procedures have been in keeping incidents low.





A NEW ERA

In October 2011, Joss Group applied to become a self-insurer. As part of the licensing process they were subject to a work health and safety management system audit. The audit revealed 'a structured, well-managed system that has a tremendous senior management commitment.' The management system provided a foundation upon which policy initiatives were implemented and work health and safety objectives were achieved.

The audit recommended Joss Group as a self-insurer, evaluating their work health and safety management system's performance level as 'exceeding the benchmark required of a self-insurer.'

Today the working environment at Joss' premises is a close-knit working relationship between staff and management. Colin Joss is highly regarded and respected by employees, most of who are on long-term employment of 10 to 30 years.

Joss Group has demonstrated a commendable culture towards meeting the specific workplace health and safety needs of everyone within the organisation.

TO START ADDRESSING THE SAFETY NEEDS OF YOUR ORGANISATION CALL WORKCOVER ON 13 10 50.

An employer with a self insurer's licence does not pay workers compensation premiums to a Scheme Agent or licensed specialised insurer. They carry their own underwriting risk and control their own claims administration. There are specific criteria that employers must meet before WorkCover will approve a self insurer's licence. For more information regarding self insurance licensing call 13 10 50.

New!

SPEAKERS PROGRAM

DVD

For more than 10 years WorkCover NSW's speakers program has raised awareness of safety in the workplace, all while allowing six inspirational athletes to realise their dreams.

Having suffered permanent disabilities in the workplace, these paralympians are sponsored to share their stories at businesses, organisations, schools, conferences, seminars and other workplace events to promote workplace safety. 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.

Demand is so great for the paralympians, however, that fulfilling all speaking requests is not always possible.

WorkCover has developed a new DVD featuring all six paralympians telling their engaging, inspiring stories. This free DVD is the perfect solution for those wishing to spread the safety message within their organisation.

TO ORDER A FREE COPY OF THE DVD VISIT WORKCOVER.NSW.GOV.AU AND COMPLETE THE ONLINE FORM, OR CALL 13 10 50.





CALENDAR

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	
JULY	NAIDOC WEEK (1-8 JULY)							NATIONAL DIABETES			
	1	2	3	4	5	6	7	8	9	10	
							OLYMPIC GAMES (27 JULY - 12 AUGUST)				
AUGUST							LIFELINE STRESS DOWN DAY				
	22	23	24	25	26	27	28	29	30	31	
				OLYMPIC GAMES					MISSION		
SEPTEMBER	 RIDE FOR LIFE	WORKCOVER NSW SPONSORS EXCELLENCE IN SAFETY AWARD		Hunter Business Chamber's Business Awards New Lambton (Newcastle)			HIA Northern NSW Housing Awards Coffs Harbour		WORKCOVER NSW SUPPORTS		
		1	2	3	4	5	6				
	19	KEEP AUSTRALIA BEAUTIFUL (20-26 AUG)									
OCTOBER	MENTAL HEALTH MONTH			WORKCOVER NSW SUPPORTS			HIA Riverina Housing Awards Wagga Wagga				
		20	21	22	23	24	25	26	27	28	
								PARALYMPIC GAMES			
NOVEMBER	MOVEMBER	LABOUR DAY	INTERNATIONAL DAY OF NON-VIOLENCE			UNITED NATIONS' INTERNATIONAL DAY OF PEACE		FATHERS DAY			
			1	2	3	4	5	6	7	8	9
								MELBOURNE CUP DAY			
DECEMBER	HIGH RISK WORK LICENCE No photo, no valid expiry. your licence will be cancelled on 31 December 2012 - Renew now - 13 10 50	MBA 2012 Excellence in Construction & Apprenticeship Awards - Sydney					WORKCOVER NSW SUPPORTS				
		1	2	3	4	5	6	WHITE RIBBON DAY			
	16	17	18	19	20	21	22	23	24	25	26
							INTERNATIONAL DAY OF PERSONS WITH DISABILITIES				
16	17	18	19	20	21	22	23	24	25	26	27
							XMAS DAY				
16	17	18	19	20	21	22	23	24	25	26	27

2012

In a busy changing workplace stay current on the latest happenings with WorkCover NSW Calendar.

For up to the minute details on all WorkCover events please visit WORKCOVER.NSW.GOV.AU



Wednesday Thursday Friday Saturday Sunday Monday Tuesday Wednesday Thursday Friday Saturday

AWARENESS WEEK (8-14 JUL)

11 12 13 14 15

NATIONAL FARM SAFETY WEEK (16-21 JULY)

HIGH RISK WORK LICENCE
No photo, no valid expiry.
your licence will be cancelled on
31 December 2012 - Renew now - 13 10 50

WORKCOVER NSW
SUPPORTS

AUSTRALIA WINTER SLEEPOUT (6-12 AUG)
OLYMPIC GAMES (27 JULY - 12 AUGUST)

8 9 10 11 12

CITY TO SURF

RSPCA
CUPCAKE
DAY



HIA NSW
Apprenticeship Awards
North Ryde

PARALYMPIC GAMES

29 30 31

(29 AUGUST TO 9 SEP)

WORKCOVER NSW
SUPPORTS

MBA 2012 Excellence in Building
& Construction Awards - Newcastle

5 6 7 8 9 10 11 12 13 14 15

WALK TO
WORK DAY

RU
OK?
DAY

26 27 28 29 30

WORKCOVER NSW
SUPPORTS

WEEK (7-13 OCT)

WORLD MENTAL
HEALTH DAY

10 11 12 13 14 15 16 17 18 19 20

HIA-CSR NSW Housing, Kitchen and
Bathroom Awards - Sydney



31

HIGH RISK WORK LICENCE
No photo, no valid expiry.
your licence will be cancelled on
31 December 2012 - Renew now - 13 10 50



REMEMBRANCE
DAY

Civil Contractor's Federation of NSW's
President's Gala Dinner - Sydney

WORKCOVER NSW
MAJOR
SPONSOR

7 8 9 10 11 12 13 14 15 16 17

28 29 30

INTERNATIONAL
VOLUNTEER
DAY

HUMAN
RIGHTS
DAY



5 6 7 8 9 10 11 12 13 14 15

BOXING
DAY



Pre-1996, 1996-2004 or expired High Risk Work licences
will be cancelled if they have not be renewed

26 27 28 29 30 31

SPOTLIGHT ON SPORTS SAFETY

More than \$20,000 in sports equipment vouchers are up for grabs as part of the 2012 NSW Sports Safety Awards

Entries are now open for the 15th annual awards that recognise outstanding achievement in the prevention of sports related injuries and the adoption of safe sport practices.

The NSW Sporting Injuries Committee's annual awards program provides an opportunity for schools, sporting organisations and clubs to demonstrate their commitment to improving safety.

Sport is an inherent part of life for many people and insurance industry data reveals that more than 5 million injuries are reported each year in Australia, costing the community upwards of \$2 billion annually. The awards highlight the latest programs and activities put in place across the NSW sporting community to reduce the risk and impact of injuries.

AWARDS WILL BE OFFERED AT A STATE, REGION, CLUB OR SCHOOL LEVEL ACROSS THREE CATEGORIES:

1

Education and promotion of safe sport practices

2

Implementation and adoption of safe sport practices

3

Applied sports medicine research



VALENTINE ELEEBA CRICKET CLUB

took out a silver award in the category of Outstanding safe sport practices (Peter Wynn's Score Award) for an innovation to improve safety for players in and around cricket nets. The club came up with an original and innovative way to help minimise balls bouncing off or outside the net at their training facility by designing a swing gate for the training

nets to increase the areas of protection. The gate helps to minimise balls from bouncing off or outside the net and shield players in adjoining nets. Its design includes a lockable drop-bolt that secures the gate in position, but can also be swung flush while allowing for the full width of the net to become available if required.

The safety swing gates help shield players waiting in the run-up areas

of both the centre net and bowlers in adjoining nets and do not restrict bowling angles or obstruct any follow through. The gates have made the training nets safer and more secure and have resulted in fewer balls being hit outside the enclosure, resulting in fewer injuries and a significant reduction in risk.

The initiative was put in place for less than \$500 and has the potential to be rolled out across cricket clubs nationwide.

ENTERING THE AWARDS IS EASY



Download an application form today from sportinginjuries.nsw.gov.au

Submit your nomination forms now with supporting documentation, including copies of safety policies, programs or photographs.

Call (02) 4321 5392 for further information or assistance with your application.

ENTRIES CLOSE AT 5PM ON MONDAY 3 SEPTEMBER 2012.

Winners will be announced at the 2012 NSW Sports Safety Awards event luncheon on Friday 16 November at the Waterview Convention Centre, Sydney Olympic Park.

The annual Sports Safety Awards are held by the NSW Sporting Injuries Committee - a non-profit state government agency, which provides sports insurance and promotes injury prevention and safe sport practices within the community.

Entries can range from a safe sports policy or procedure to the development of guidance material or an awareness campaign. An event, an initiative or practice that is used in your school or club to enhance safety while participating in sport may also be eligible for entry.

Three awards will be offered across the team research category with a total of \$3500 allocated for the three winning research projects that help prevent and better understand sports injuries.

2011 winners were acknowledged for a range of initiatives that included developing safety swing gates for cricket training nets, development of a hot weather policy for football and improving sweep accreditation practices for dragon boating.

Six schools were also recognised for their commitment to safety including training students as injury management volunteers, student involvement in designing rules for playground sport and formal accreditation for students who umpire or referee.



SCHOOLS AND SPORTING ORGANISATIONS ARE ENCOURAGED TO ENTER

Schools can compete for six awards and individual sports equipment vouchers of up to

\$6000

will be offered across two categories:

- Education and promotion
- Safe sport practices.

Sporting clubs and organisations can compete for 12 awards and individual sports and equipment vouchers of up to

\$15,000

with awards offered in the same categories.



MERRYLANDS HIGH SCHOOL

won a gold award for an effective awareness program to help students identify and manage risks and learn how to make safe decisions that extend beyond participation in sport.

From understanding the importance of safety while swimming at the beach or out bike riding - to learning first aid

techniques and knowing what to do if someone at the gym offers to sell steroids, this targeted module teaches students the consequences of risks and how to be accountable for making decisions that will have a long lasting impact on their future.

The module has been designed in line with the Department of Education's quality teaching model and is taught by Physical Education teachers as part of

the year-eight curriculum and more than 400 students have been through the program, now in its third year.

The module has received positive feedback from students and, as it is assessment-based, it increases the retention rates and allows students to more closely engage with the principles of being responsible for their own health and safety in a sport, health, recreational and social setting.

10/5/5

WorkCover's flagship work health and safety program, 10/5/5, which involves working with the NSW community to improve health, safety and return to work in the State's 10 highest risk industries is well underway.

The 10/5/5 program involves WorkCover assisting businesses and workers in targeted industries to make their workplaces more productive, healthy and safe.

In the three years to July 2009, workers compensation claims in the 10 highest risk industry sectors cost the WorkCover Scheme more than \$1 billion.

General Manager of WorkCover's Work Health and Safety Division, John Watson, said 10/5/5 sharpened WorkCover's focus.

'A key feature of the 10/5/5 program is the involvement of business, workers, industry and community stakeholders to keep workers safe, and ensure positive and sustainable return to work outcomes,' Mr Watson said.

DEMOLITION

The first 10/5/5 project involves a pilot priority industry program with the demolition industry. The pilot program has identified two key areas of falls and lacerations where work health and safety improvements could be made.

During this project the team consulted with industry stakeholders from the Demolition Contractor Association and the Demolition/Inspectors Consultative Committee. An outcome of the project will be the development of online tools to help demolition businesses manage work health and safety and return to work programs.

WOOD MANUFACTURING

The Wooden Structural Component Manufacturing Project commenced in November 2011. This industry manufactures and sells a variety of products including wooden doors, kitchen cabinets, roof trusses and windows.

As part of the project WorkCover visited 44 wood manufacturing businesses in the Hunter, Illawarra and metropolitan Sydney to compare risks identified by WorkCover with what businesses and workers were experiencing at their worksites as well as possible barriers to safety improvements.

WorkCover also met with a number of industry stakeholders including the Timber Trade Industrial Association, Furnishing Industry of Australia and held a workshop with rehab providers about return to work and injury management issues. A Draft Industry Action Plan will be published that will include further stakeholder consultation over possible initiatives.

PROJECT UNDERWAY



SHEEP AND BEEF

The Sheep and Beef Cattle Farming Project commenced in December 2011 and is looking at the causes of the high number of injuries and illnesses across the industry and its sub-sectors. WorkCover visited 30 farms across NSW to compare risks it had identified with what farmers and farm workers were experiencing.

The project team has consulted with a broad range of stakeholders, including NSW Farmers, the Country Women's Association and the Department of Primary Industries.

In March 2012 the project commenced customer insight research with farmers in regional NSW. The research involved focus groups and a 'world café', an innovative research technique that involves farmers sharing their ideas, with farmers from Dubbo and Goulburn, as well as an online survey.

A Draft Industry Action Plan which outlines possible solutions to safety, injury management, return to work and workers compensation issues will be published which stakeholders will be able to comment on.

ROAD FREIGHT TRANSPORT

A Road Freight Transport Industry Project has also commenced which has involved WorkCover visiting 30 businesses, both road freight transport companies and those who utilise their services in metropolitan Sydney, the Illawarra and South East, and the North Coast.

WorkCover has consulted widely with industry, including the Australian Trucking Association, Transport Workers Union and the Centre for Road Accident Research. A Draft Industry Action Plan will be published with further input sought from stakeholders on recommendations contained in the Plan.

'Through the 10/5/5 program WorkCover will develop relevant and effective work health and safety improvements and sustainable injury management, return to work and workers compensation outcomes that are supported by workers, business and industry,' Mr Watson added.

The 10/5/5 program aligns with the National WHS Compliance and Enforcement Policy (NCEP) through its risk-based approach to compliance and enforcement and concentrating resources to areas of greatest risk.

SAFETY ALERTS



WorkCover has issued the following safety alerts since the last edition of WorkCover News. To receive early notification of these alerts, subscribe to WorkCover eNews at workcover.nsw.gov.au. Control measures listed below are not comprehensive - visit the WorkCover website for full details.



WC03629

BURNS IN RESTAURANTS AND KITCHENS

This safety alert follows two incidents where kitchen workers received serious burns from methylated spirits and reminds persons conducting a business or undertaking of the requirements for the safe storage and handling of flammable liquids in kitchens.

The incidents occurred in Sydney in the space of one week. The kitchen workers suffered serious burns after methylated spirits was mistakenly used near a heat source or flame. In both incidents workers unwittingly used containers thought to contain a different cleaning agent.

RISK CONTROLS INCLUDE:

- where possible, use non-flammable water-based chemicals for cleaning
- store and use flammable chemicals away from ignition sources such as heat and flames
- store chemicals in their original container and, if the chemical is poured into another container (such as a spray bottle), make sure that the container is compatible with the chemical and that it is clearly labelled
- do not use food containers to hold hazardous chemicals.



WC03722

ENTANGLEMENT IN ROTATING MACHINES

This safety alert was issued to remind workers of the potential for entanglement when using rotating machinery, paying particular attention to loose clothing that could become tangled in equipment.

The alert follows a number of incidents reported to WorkCover NSW where workers have received serious injuries to hands and limbs while operating rotating machines such as bench drills, lathes, paint mixing machines and stump grinders. Each of these incidents were results of a worker's clothing becoming caught on a rotating component of the equipment.

The risk of entanglement when using rotating machines should be minimised as far as is reasonably practicable. This includes appropriate guarding, exclusion zones and personal protective equipment. Sleeves should be tight fitting, long hair should be tied back and gloves, if necessary, should be form fitting.



WC03709

SAFE USE OF NAIL GUNS

Nail guns are a high risk tool widely used in the NSW residential construction industry. Following a number of incidents involving their use, a safety alert has been issued reminding users to take precautions to prevent their guns from inadvertently discharging when in use. It also reminds them to prevent nails from inadvertently ricocheting and hitting persons or penetrating other surfaces.

When in bump fire mode, nail guns can be inadvertently discharged due to contact with an object such as the human body. A nail is fired when the operator maintains pressure on the trigger each time the contact tip is depressed. Inadvertent ricochets or penetrations can occur when a nail is fired into a hard surface such as a wood knot, another nail, or other hard surfaces and results in the nail being bounced or projected off in an unpredictable direction.

The safety alert contains a set of actions to take to ensure that nail gun users, as well as those around them, remain safe.

PROGRESS ON STATE-WIDE ASBESTOS PLAN

A group established to improve the management of asbestos in NSW is making progress in its fight to keep people safe from asbestos-related diseases.

The Heads of Asbestos Coordination Authorities (HACA) is developing a New South Wales State-wide Asbestos Plan.

The plan will be used to improve the management, monitoring and response to asbestos in NSW. It has included lengthy consultation with industry, unions, State Government Agencies, local councils asbestos disease groups and the community.

At the time of publication of this magazine, it was anticipated that an eight-week public comment period on the State-wide Asbestos Plan would commence in mid 2012.

The HACA group was formed in August last year as a response to concerns raised by the NSW Ombudsman regarding the level of coordination between intergovernmental agencies.

HACA is chaired by WorkCover's acting Chief Executive Officer Julie Newman. Representatives within the HACA group include staff from the Environment Protection Authority, Ministry of Health, Division of Local Government, the Workers' Compensation Dust Diseases Board, Department of Planning and Infrastructure, Department of Trade and Investment, Regional Infrastructure and Services and a nominee of the Local Government and Shires Associations of NSW.

Along with the development of the State-wide Asbestos Plan, the group is also

developing a model asbestos policy for local councils. The Local Government and Shires Associations of NSW has taken carriage of that policy and it is expected this could be endorsed by the end of the year.

The HACA group will also support a public awareness and education campaign through the Asbestos Education Committee, which will promote the safe handling of asbestos and help prevent the risk of exposure to asbestos related diseases in the NSW community.

HACA has also developed the Asbestos Blueprint, which maps out the roles and responsibilities of government organisations at each stage of the asbestos lifecycle. It will assist state and local government staff to understand their roles and responsibilities in improving the coordination and safe management of asbestos. The HACA webpage on the WorkCover website also provides frequently asked questions and links to other useful asbestos resources such as the asbestosawareness.com.au website for home renovators.

HACA's progress comes as a timely reminder to members of the community who may not be aware of the asbestos transitional arrangements under the new Work Health and Safety laws. A current licence for friable asbestos removal work will be recognised as a 'Class A' asbestos

removal licence and a current licence for bonded asbestos removal work will be recognised as a 'Class B' asbestos removal work licence under the Work Health and Safety Regulation 2011 (WHS Regulation). Existing asbestos removal work licences will be converted to the equivalent asbestos removal licence class on renewal.

Class A and Class B asbestos removal work licences are valid for five years under the WHS Regulation.

New nationally accredited training has been developed for asbestos removal work. This training consists of units of competency to be delivered by registered training organisations. There will be units of competency for the relevant class of work (friable and non friable) as well as a unit of competency for supervisors.

Until 31 December 2012, a person wanting to apply for a Class A or Class B asbestos removal work licence may undertake training in either the current WorkCover recognised courses or in the new units of competency (when available).

However, from 1 January 2013 a person must complete the new units of competency to be eligible to apply for the relevant asbestos removal work licence.

FOR MORE INFORMATION, VISIT WORKCOVER.NSW.GOV.AU OR CALL 13 10 50.



WANT MORE INFORMATION? The HACA group has developed a short video on asbestos and its effects. To view the video, visit the HACA web page at workcover.nsw.gov.au and click on the 'short video on asbestos' link.



READERSHIP SURVEY WINNERS

CONGRATULATIONS TO OUR READERSHIP SURVEY WINNERS: TONY, ANGELA, GAIL, KATHY AND HEATHER.

WE RECEIVED A LOT OF GREAT SUGGESTIONS. IN UPCOMING ISSUES YOU WILL SEE:

- more case studies where workplaces have rolled out initiatives that have been really effective
- a Q&A section and answers to the commonly asked questions from our information centre
- more on risk assessments

IF YOU HAVE ANY SUGGESTIONS FOR ARTICLES OR INFORMATION THAT YOU WOULD LIKE TO SEE IN WORKCOVER NEWS, EMAIL MARKETING@WORKCOVER.NSW.GOV.AU

INCIDENTS & FATALITIES

Over the past three months to mid-May there have been more than 20 serious incidents and, sadly, three fatalities that serve as a timely reminder that safety should be a number one priority in every workplace, everyday.



IN MARCH

- A 17-year-old apprentice was killed when a bucket fell from an excavator and hit his head at a construction site in south-west Sydney
- A 53-year-old man fell three metres to his death on a construction site at Haymarket in Sydney
- A man was taken to hospital with serious spinal injuries after his truck rolled and he became trapped by the can while tipping a load at a Nelson Bay construction site
- A 50-year-old paper mill contractor received serious burns to his chest, face and hands after he was sprayed with a caustic substance known as 'black liquor' that was heated to 120 degrees celsius
- An electrical contractor received serious injuries when he was struck by the left tyre of a 32 tonne container forklift.

IN APRIL

- A 20-year-old male became a quadriplegic after he was hit by the bucket of an excavator
- A 27-year-old labourer received an electric shock requiring CPR after a four metre length of steel he was holding made contact with overhead power lines.

IN MAY

- A 17-year-old man severed his arm while trying to retrieve a knife through a covered auger
- Two workers received flash burns to their face after an explosion at a power substation in Sydney
- A man died from crush injuries after a silo collapsed on top of him on the family farm.

TALK TO YOUR WORKERS ABOUT WORKPLACE SAFETY

Everyone has a role to play in work health and safety, although keeping track of what to discuss, and when to discuss it, can often fall through the cracks.

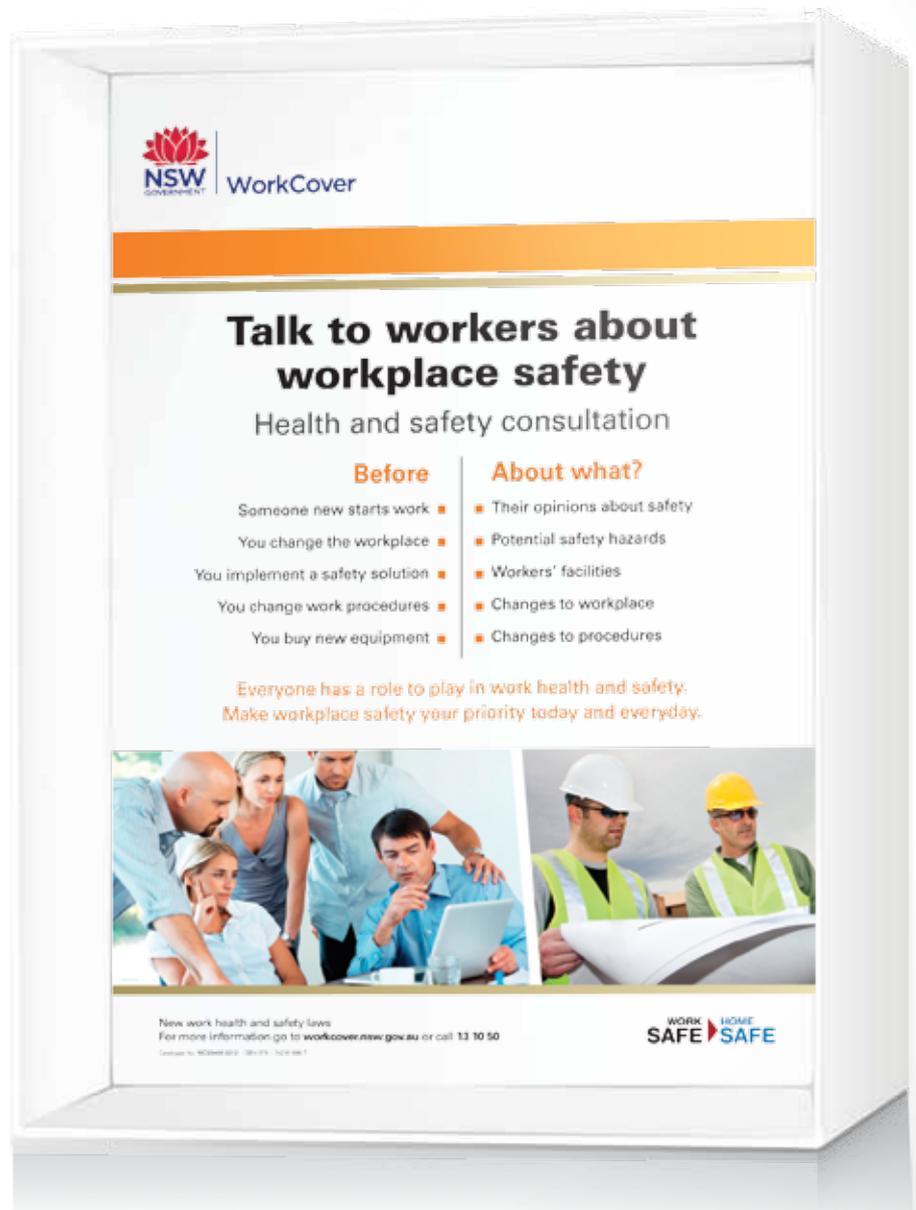
A new poster has been designed to be displayed in your workplace to serve as a reminder of the importance of consultation with workers.

HEALTH AND SAFETY CONSULTATION WITH STAFF SHOULD TAKE PLACE BEFORE:

- someone new starts work
- you change the workplace
- you implement a safety solution
- you change work procedures
- you buy new equipment.

WHAT SHOULD YOU DISCUSS WITH WORKERS?

- their opinions about safety
- potential safety hazards
- workers' facilities
- changes to workplace
- changes to procedures.



Talk to your workers about workplace safety: Health and safety consultation (Catalogue No WC03409) is available now on the WorkCover website, or by calling the publications hotline on **1300 799 003**.

NEW WHS LEGISLATION WEBINARS NOW AVAILABLE ONLINE

WorkCover presentations have joined the digital age with the introduction of a series of web-based seminars, or webinars, now available on the WorkCover website.

Originally held as live, interactive sessions from February to April 2012, the webinars are now available to view at a time that suits you; from home, work or wherever you have internet access and a current internet browser.

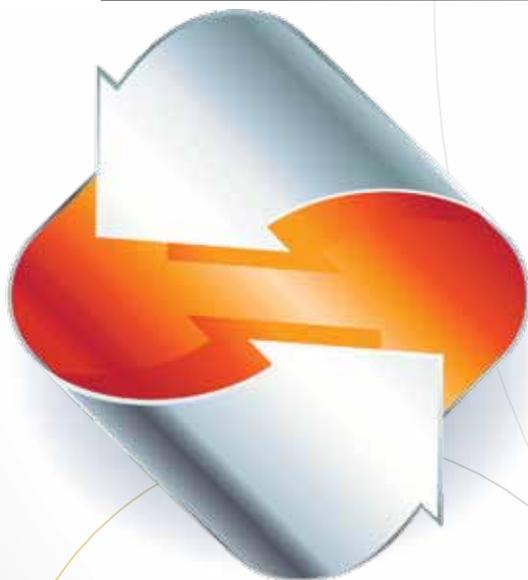
Focusing on different aspects on the new work health and safety (WHS) legislation, topics covered in this series include consultation, duty holders, health and safety representatives, officers, small business, managing risks, incident notification and volunteers.

Each recording takes you step-by-step through a given topic, outlining the basics of the new WHS legislation and how it affects you. Clear slides and audio narration provide information that is easy to understand and offers solutions that can be implemented in your workplace.

No special software is required to view the webinars, but please note that registration requires a valid email address. Simply select the webinar you would like to view, sign up and watch.



MORE LIVE WEBINARS ARE ALSO PLANNED. VISIT WORKCOVER.NSW.GOV.AU OR SUBSCRIBE TO ENEWS FOR THE LATEST UPDATES.



SMALL BUSINESS REBATE **EASIER** THAN EVER

For years, WorkCover's Safety Solutions Rebate Program has provided businesses from across the state with up to \$500 to purchase and install safety improvements. Now, meeting the eligibility criteria is even easier.

Renamed the Small Business Rebate Program, the new scheme is open to NSW small business owners and sole traders with 0 – 20 full-time employees or equivalent. To be eligible for a rebate, small businesses must attend a WorkCover safety workshop, event or receive a workplace advisory visit.

It's then as simple as lodging an application within six months of attending the event and purchasing

and implementing the eligible safety improvement.

You can even attend an eligible event without leaving your workplace – register and participate in a live WorkCover webinar. These informative and interactive online seminars cover a range of topics and can be viewed from your internet browser.

Successful applicants can then use the rebate to fund a broad range of

safety solutions to give businesses the flexibility to fix specific risks in their workplace. Eligible solutions can address a number of common risks, including manual handling, slips, trips and falls, hazardous noise and chemicals and dangerous goods.

VISIT THE WORKCOVER SMALL BUSINESS WEBSITE SMALLBUSINESS.WORKCOVER.NSW.GOV.AU TO GET STARTED TODAY!

FEATURED VIDEO

Each issue of WorkCover News will showcase a new YouTube video to help you get to know WorkCover NSW and how we can assist you. This edition features business advisory officer David Sheerin discussing his role and some of his experiences with workplace safety. Simply scan the QR Code with your smartphone, or VISIT THE WORKCOVER YOUTUBE CHANNEL AT youtube.com/user/work safehomesafe.

FEATURED VIDEO



UNLOCKING THE QR CODE

By now you may have noticed some strange patterns appearing in this edition of WorkCover News. This seemingly random jumble of black and white squares is called a Quick Response (or QR) Code and can provide a direct link to a number of online resources.

A QR Code is basically a bar code that can be scanned by most smartphones. If you have a phone such as an iPhone, Android or Blackberry then you should be able to scan a

QR Code using your phone's camera, although depending on your phone you may need to download a free app.

Once scanned the link will automatically open in your phone's browser – it's that simple!

WorkCover News will include QR Codes with stories from time to time to link to related websites, resources or videos.

IS YOUR WORKPLACE EQUIPPED TO DEAL WITH BULLYING?

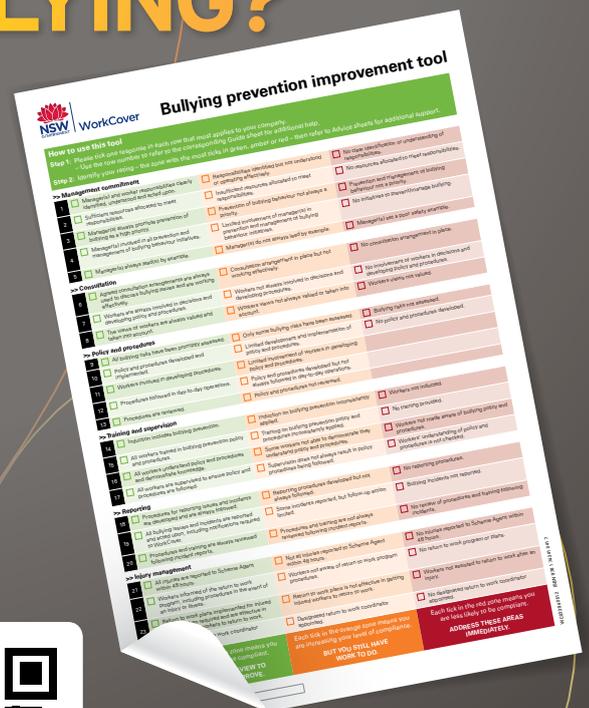
Bullying in the workplace is a genuine health and safety issue, increasing absenteeism as well as decreasing staff wellbeing and morale. To tackle this issue a guide has been developed and is available now on the WorkCover website.

Workplace bullying is repeated, unreasonable behaviour directed towards a worker or a group of workers that creates a risk to health and safety. Bullying can occur face to face, over the phone, via email, instant messaging or using mobile phone technologies including text messaging.

The new guide contains a number of resources to assist workers and managers to prevent bullying, including:

- the bullying prevention improvement tool - a one page questionnaire that can be completed anonymously
- six workplace guide sheets - to help complete the tool and assess the responses
- six workplace advice sheets - to show how bullying prevention can be improved.

The tool is designed to be distributed throughout the workplace to provide feedback on any bullying issues that might be present in the workplace. The advice sheets can then provide guidance on how to improve your organisation's approach to bullying, such as when to review your bullying policy and procedures as well as ways to identify issues before they become a major problem.



VISIT [WORKCOVER.NSW.GOV.AU](https://workcover.nsw.gov.au) TO DOWNLOAD THE BULLYING PREVENTION KIT, OR SCAN THE QR CODE BELOW TO VISIT THE SMALL BUSINESS TOOLS AND GUIDES PAGE.

AS PART OF ITS ROLE,
WORKCOVER PROSECUTES
BUSINESSES OR INDIVIDUALS
WHO BREACH WORK HEALTH
AND SAFETY LAWS.



PROSECUTIONS

In the past three months, WorkCover has successfully prosecuted a number of cases involving death or serious injury. Some of these have included:

\$200,000 AFTER DEATH AND SERIOUS INJURIES

A Wollongong-based company has been fined \$200,000 and ordered to pay WorkCover's legal costs after one man died and four others were badly injured in an incident at a railway construction site near Telarah, west of Newcastle.

On 24 March 2009, a crane was being used to lower a 35-tonne panel, consisting of railway lines and sleepers, onto the ground. Although it was touching the ground, the crane was still bearing the majority of the panel's weight.

Five workers, unaware the panel was not fully grounded, began removing the clips holding the panel together. The workers were standing on the panel directly under the crane. As the clips were removed, the panel broke apart and a number of rail lines sprang loose and struck the workers.

One worker from Campbelltown suffered fatal injuries and died at the scene. Four other workers were seriously injured, one of whom later had an arm amputated.

VISY PULP MILL FINED \$170,000

Visy Pulp and Paper Pty Ltd (Visy) has been fined \$170,000 and ordered to pay WorkCover's legal costs after two employees sustained serious burns while carrying out maintenance at their pulp mill at Tumut in 2008.

On 12 February 2008 two men were carrying out maintenance on a piece of the mill's production equipment, known as a chip meter, which melts wood chips into pulp under extreme heat and chemical exposure.

The two men were given approval to commence the maintenance before all the wood chips and chemicals had been completely removed from the equipment.

After opening the door, hot steam, chemicals and wood chips ejected from the chip meter, causing serious chemical and thermal burns to both men. Neither man was wearing a chemical suit at the time and sustained serious injuries.

COLES FINED \$170,000

Coles supermarkets have been fined \$170,000 and ordered to pay WorkCover's legal costs after a worker fell through a ceiling at their Manly store in 2007 and received injuries.

On 29 August 2007 the worker climbed over a handrail to access promotional material being stored on a suspended plasterboard ceiling.

The plasterboard collapsed and she fell more than two metres to the floor below.

The employee was taken to hospital and treated for lacerations to her head, whiplash and bruising.

A WorkCover investigation found the company knew it was dangerous to use the roof cavity for storage and had built a railing and posted a warning sign.

Despite this, management failed to undertake a risk assessment on the ability of the plasterboard to withstand any weight. They failed to adequately instruct their staff not to access the area or use it for storage.

FOR MORE INFORMATION ON WORKCOVER'S SUCCESSFUL PROSECUTIONS GO TO WORKCOVER.NSW.GOV.AU

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WARNING ISSUED ON EXCAVATOR SAFETY

Two deaths and a seriously injured worker in less than two months have prompted WorkCover NSW to issue an urgent warning to businesses and workers about the dangers of working with excavators.

The first incident occurred on 6 February when a 31-year-old labourer was fatally injured at a demolition site in Airds, south western Sydney. A second incident occurred on 22 March at Edmondson Park in western Sydney, fatally injuring a 17-year-old apprentice plumber. The third incident occurred on 3 April when a 20-year-old worker was hit by an excavator bucket at Dapto, causing suspected serious and permanent injury.

WorkCover General Manager Work Health and Safety Division, John Watson pleaded with businesses and workers to make safety a priority when working with and around excavators.

‘While these incidents have undoubtedly had a devastating effect on friends, families and workmates, the fact is that each of them were avoidable,’ Mr Watson said.

‘We want all workers to work safely and return home safely to their families at the end of the working day, and WorkCover is here to help them do this.

‘The demolition and construction industries are a major focus of WorkCover’s 10/5/5 Program, which aims to improve safety, injury management, return to work and workers compensation in the State’s 10 highest risk industries so that NSW workplaces are safer and more productive.’

WorkCover recently published a safety alert on working with excavators.

FURTHER INFORMATION ON EXCAVATOR SAFETY AND THE 10/5/5 PROJECT IS AVAILABLE ON THE WORKCOVER NSW WEBSITE WORKCOVER.NSW.GOV.AU OR BY CALLING 13 10 50.



WORKCOVER NSW OFFICES

WORKCOVER IS
HERE TO HELP.
YOU WILL FIND US
AT ONE OF THESE
CONVENIENT
LOCATIONS

HEAD OFFICE

Office Hours:
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:
Monday to Friday

GOSFORD

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

REGIONAL OFFICES

Office Hours:
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:
Monday to Friday

ALBURY

Suite 5, 1st Floor,
429 Swift Street,
ALBURY 2640
P: (02) 6042 4600
F: (02) 6041 2580
Post: PO Box 905
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

CITY - CBD SOUTH

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Building C, 300 Elizabeth
Street,
SYDNEY 2000
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CHATSWOOD 2067
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F: (02) 9413 1190

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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

Suites G06 & G07
Government Office Block
104-110 Banna Avenue,
GRIFFITH 2680
P: (02) 6962 8900
F: (02) 6964 1738

HURSTVILLE

Level 2, 12 Butler Road,
HURSTVILLE 2220
P: (02) 9598 3366
F: (02) 9585 0261

LIVERPOOL

Level 3, 33 Moore Street,
LIVERPOOL 2170
P: (02) 9827 8600
F: (02) 9824 0348
Post: PO Box 959
LIVERPOOL 1871

MAITLAND

19 Mitchell Drive,
GREEN HILLS 2323
P: (02) 4931 6800
F: (02) 9287 4796
Post: PO Box 2360
GREEN HILLS 2323

NARRABRI

Suite 6, Level 1,
100 Maitland Street,
NARRABRI 2390
P: (02) 6792 8720
F: (02) 6792 3532
Post: PO Box 134
NARRABRI 2390

NOWRA

Level 1, 5 O'Keefe Avenue,
NOWRA 2541
P: (02) 4428 6700
F: (02) 4422 4997
Post: PO Box 1597
NOWRA 2541

ORANGE

74 McNamara Street,
ORANGE 2800
P: (02) 6392 7600
F: (02) 6362 8820
Post: PO Box 1056
ORANGE 2800

PARRAMATTA

Level 4, 128 Marsden
Street,
PARRAMATTA 2150
P: (02) 9841 8550
F: (02) 9891 1474

PORT MACQUARIE

Suite 5, 53 Lord Street,
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 1800
F: (07) 5524 6300
Post: PO Box 1065
BANORA POINT 2486

WAGGA WAGGA

Level 2, 76 Morgan Street,
WAGGA WAGGA 2650
P: (02) 6933 6500
F: (02) 6937 3616
Post: PO Box 2348
WAGGA WAGGA 2650



WorkCover

Health and Safety Representative (HSR)

Cost: \$690 (gst free)

NEW

This 5 day WorkCover approved course is designed for HSRs who wish to exercise the additional powers and functions of HSR's under the new WHS Act 2011. It aims to provide participants with an understanding of their role in workplace consultation, provisional improvement notice, issue resolution and negotiation.

WorkCover Approval: HSR1001

Month	Days	Location
July	Wednesday, 4 Thursday, 5 Friday, 6 Thursday, 12 Friday, 13	Parramatta
July	Monday, 16 Tuesday, 17 Wednesday, 18 Monday, 23 Tuesday, 24	Sydney - City
August	Wednesday, 1 Thursday, 2 Friday, 3 Wednesday, 8 Thursday, 9	Parramatta
August	Monday, 20 Tuesday, 21 Wednesday, 22 Monday, 27 Tuesday, 28	Sydney - City
September	Wednesday, 5 Thursday, 6 Friday, 7 Wednesday, 12 Thursday, 13	Parramatta
September	Monday, 17 Tuesday, 18 Wednesday, 19 Monday, 24 Tuesday, 25	Sydney - City
October	Wednesday, 3 Thursday, 4 Friday, 5 Wednesday, 10 Thursday, 11	Parramatta
October	Monday, 22 Tuesday, 23 Wednesday, 24 Monday, 29 Tuesday, 30	Sydney - City
November	Wednesday, 7 Thursday, 8 Friday, 9 Wednesday, 14 Thursday, 15	Parramatta
November	Monday, 19 Tuesday, 20 Wednesday, 21 Monday, 26 Tuesday, 27	Sydney - City
December	Wednesday, 5 Thursday, 6 Friday, 7 Wednesday, 12 Thursday, 13	Parramatta

HSR 1 Day Gap Training

Cost: \$290 (gst free)

NEW

This approved WorkCover course is designed for deemed HSRs who had completed the previous 4 day OHS Consultation course and wish to exercise their powers and functions of an HSR under the new WHS Act 2011.

WorkCover Approval: HSR1001

Month	Days	Location
July	Tuesday, 10	Sydney - City
July	Thursday, 26	Parramatta
August	Tuesday, 7	Sydney - City
August	Monday, 20	Parramatta
September	Tuesday, 4	Sydney - City
September	Monday, 17	Parramatta
October	Tuesday, 9	Sydney - City
October	Monday, 22	Parramatta
November	Tuesday, 6	Sydney - City
November	Monday, 19	Parramatta
December	Tuesday, 4	Sydney - City
December	Monday, 17	Parramatta

WHS Risk Management for Supervisors and Managers

Cost: \$350 (including gst)

NEW

This one day course is designed for company officers, managers and supervisors. The course aims to familiarise participants with their responsibilities under the new WHS Act. The course also aims at providing participants with the skills necessary to apply the principles of risk management as an integral part of an effective WHS management system.

Month	Days	Location
July	Wednesday, 25	Parramatta
August	Wednesday, 29	Parramatta
September	Wednesday, 26	Parramatta
October	Wednesday, 31	Parramatta
November	Wednesday, 28	Parramatta
December	Wednesday, 19	Parramatta

Introduction to RTW Coordination (2 days)

Cost: \$470 (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	Tuesday, 17 Wednesday, 18	Parramatta
August	Wednesday, 15 Thursday, 16	Parramatta
September	Wednesday, 19 Thursday, 20	Parramatta
October	Wednesday, 17 Thursday, 18	Parramatta
November	Wednesday, 21 Thursday, 22	Parramatta
December	Wednesday, 19 Thursday, 20	Parramatta

WHS Act 2011 Briefing course conducted onsite

NEW

This 3 hour briefing aims to provide participants with a practical insight into the new legislation and to demystify some of the new requirements. Topics covered will include responsibilities, consultation requirements and compliance. This course is suitable for managers, supervisors and company directors.

Confined Space Training

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