Worksafe ACT

Working towards covid normal when a Worksafe ACT inspector calls

# Slide 1

## Working towards covid normal when a Worksafe ACT inspector calls

# Slide 2

## Worksafe act – who are we and what do we do

Work health and safety commissioner is the regulator under the whs act 2011

WorkSafe ACT is an independent entity that supports the WHS Commissioner to administer the Territory’s WHS laws by providing information, advice and support as well as compliance and enforcement activities to ensure safe, fair, productive working lives for Canberrans.

* WHS Act and Regulation
* Dangerous Substances Act
* Scaffolding and Lifts Act
* Machinery Act
* Dangerous Substances (explosives) Regulation
* Labour Hire Licensing Act
* Workers Compensation Act

Photo of WHS Commissioner Jacqueline Agius

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## Safe systems of work – managing Covid-19

Under the WHS laws, duty holders are required to eliminate the risks of exposure to COVID-19 to both workers and others in the workplace, so far as is reasonably practicable.

Where this is not reasonably practicable, the risks must be minimised.

Includes staying up-to-date and complying with any federal or state Public Health Directions that apply to your industry.

* Vaccinations
* COVID Safety Plans
* Personal Protective Equipment
* Isolation/quarantine

COVID-19 is a biological hazard under the WHS laws.

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## Covid safety plan – a key safety system, but not the one and only

## Duty of care

Protecting workers and others at the workplace

## Eliminating and managing risk

COVID-19 Safety Plan forms part of the combination of controls you have in place to protect against all risks

* Informed by a risk assessment, integrating advice/requirements provided by Departments of Health
* Specific to each workplace

**Examples of hierarchy of control**

* Eliminate – remove/restrict anyone with symptoms
* Isolate – quarantine, density & physical distancing
* Substitute – change procedures or processes
* Engineering controls – ventilation, cleaning procedures & vaccination
* Where a risk remains, administrative controls - QR sign ins, rosters, infection control policies & signs
* Where a risk still remains, personal protective equipment – masks, gloves, face shields & gowns

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## Common workplace psychosocial hazards and their effects

**Common hazards**

* Low job control little say on: what, how, when & where work’s done
* Role overload excessive workloads & deadlines, complexity
* Role conflict, competing instructions & requests
* Poor organisation justice Decision bias, inconsistent application of practices
* Low recognition & reward effort/reward imbalance, poor career advancement
* Low role clarity, Uncertainty of work activity & responsibilities
* Poor practical & emotional support (From supervisors & managers)
* High/low emotional & cognitive demands
* Isolated & remote work
* Poor workplace relationships & conflict.
* Poor organisational change management (including consultation)
* Physically hazardous working environment, layout, equipment, noise

**Increased occurrences of**

* Workplace Bullying
* Work-related & sexual harassment
* Work-related violence & aggression
* Exposure to threatening, distressing & traumatic events

**Leading to**

* Increased Stress Fatigue Burnout Reduced Engagement Motivation

**Resulting in**

* Psychological injuries and illness
* Incidents, errors & business losses
* Physical injuries and disorders

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Consultation

Develop, implement and review/revise your safety plans using the expertise and on-the-ground observations of your workers and Health & Safety Representatives (HSRs)

* Where are the trigger points?
* Where is risk management failing or need improvement?
* Is your plan appropriate for the size of the workplace and the specific workers, others and tasks?
* Is the PPE suitable?

**Don’t forget:**

* refer to most recent public health guidance
* induction, training and supervision

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## When a worksafe act inspector visits

Primary reasons for an inspection:

* **Reactive**: initiated from a notification, enquiry or complaint
* **Proactive**: initiated as part of a scheduled campaign

Who the inspector will talk with:

* PCBU(s)
* Health & Safety Representative(s)
* Workers

What the inspector may ask for:

* Details of Workers’ Compensation and labour hire licensing
* Documentation such as risk assessments, policies, training records, maintenance schedules, hazardous chemicals register

What the inspector may do:

* Take notes and photographs
* Request further information
* Issue on the spot notice
* Schedule a follow up visit

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## What does an inspection look like?

Gather information:

* Hazards
* Risks

Gather information:

* Risk assessments
* Control measures

Gap analysis:

* Primary duty of care
* Reasonably practicable
* Risk mitigation

Issue

* Workplace visit report, and where indicated, enforcement notices

Further analysis:

* Desktop review of additional information, and where indicated, issue enforcement notices

Verification and follow up

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## Contact us:

Phone: 13 22 81 Monday to Friday 7am-8pm and on weekends from 8am-5pm 0419 120 028 after hours

Email: [worksafe@worksafe.act.gov.au](mailto:worksafe@worksafe.act.gov.au)

Report a concern or notify us of an incident: online on our [Notify WorkSafe](https://www.worksafe.act.gov.au/health-and-safety-portal/notify-worksafe) webpage