

WorkSafe is the Western Australian Government agency responsible for the administration of the *Occupational Safety and Health Act 1984*. It is a division of the Department of Commerce.

The principal objectives of the occupational safety and health laws are to promote and secure the safety and health of people in the workplace.

WorkSafe vision

WorkSafe's vision is that workplaces in Western Australia are free of work-related death, injuries and disease.

In accordance with national targets, WorkSafe aims to reduce workplace fatalities and injury and disease rates. This will be achieved by:

- reducing high incidence/severity risks;
- improving the capacity of business operators and workers to manage occupational safety and health effectively;
- preventing occupational disease more effectively;
- eliminating hazards at the design stage; and
- strengthening the capacity of government to influence occupational safety and health outcomes.

Promotion and information improves results

Another major role of WorkSafe is to promote and provide information to industry and the community to assist in the prevention of work-related injury and disease.

WorkSafe actively promotes occupational safety and health by recognising achievements, holding community education workshops and conferences, working with the media and consulting directly with stakeholders to make a positive difference.

A wide range of information products and education tools are developed for industry, business, employers, employees and other interested individuals and groups. Products are available online and many are available in printed form.

Securing a safe future

Three online interactive training and education programs are available for primary level, secondary level, and tertiary level students.

ThinkSafe Small Business

WorkSafe operates a special service for small businesses which operate in the high risk sectors. High risk sectors are:

- Agriculture, forestry and fishing
- Construction
- Health and community services
- Manufacturing
- Retail and wholesale
- Transport and storage

Small businesses in either the metropolitan or regional areas may apply for a free and independent occupational safety and health consultation. The service assists small business achieve better occupational safety and health outcomes.

A plan for better management systems

WorkSafe is committed to the promotion of occupational safety and health management practices needed to establish and maintain systems of work so employees are not exposed to hazards.

The WorkSafe Plan assessment system assists workplaces to measure key safety and health elements at the workplace.

Organisations can use the WorkSafe Plan to assess and improve their occupational safety and health performance. Those that achieve specified performance outcomes are eligible to receive prestigious WorkSafe Plan Certificates of Achievement.

Firm and fair enforcement

Responsibility for enforcing the *Occupational Safety and Health Act 1984* rests with WorkSafe, through its inspectors.

WorkSafe's inspectors are trained occupational safety and health practitioners appointed under the Act to enforce the law, assist with the resolution of issues in workplaces, and to provide advice to employers and workers on how best to improve work safety and health performance.

Inspectors are organised into industry-based teams that cover Western Australian workplaces outside the mining sector. To perform their role, WorkSafe's inspectors have the power to enter, inspect and examine workplaces; issue written directions; conduct inspections and enquiries; take samples, photographs and copies of any document; and to take possession of materials.

Functions of WorkSafe's inspectors also include investigating workplace fatalities and serious injuries or occurrences, conducting industry intervention campaigns to correct systemic problems, running short term enforcement drives and nationally driven campaigns to raise awareness of risk or hazards.

Reviews and appeals

The occupational safety and health laws put mechanisms in place for reviewing decisions and hearing appeals about safety and health matters openly and fairly. There are provisions in the Act that allow for the WorkSafe Commissioner to resolve issues if the matter cannot be solved in the workplace. Further, the Safety and Health Tribunal hears occupational safety and health matters relating to unresolved safety and health issues.

Report injuries and diseases on 1800 678 198

Work-related deaths and certain types of injury or disease, must be reported to WorkSafe. Failure to report could lead to prosecution.

Reporting must be done by the relevant employer whenever death or certain types of injury occurs in connection with the relevant employer's business. Relevant employers may include the self-employed, principal contractors and labour hire agents.

In some cases, WorkSafe will require notification of the same reportable death, injury or disease by different 'relevant employers'.



Reporting is required for employees who suffer death/injury/disease at work or at employer provided residential premises as described under s23G(2) of the Act.

Types of injuries that must be reported:

- A fracture of the skull, spine or pelvis.
- A fracture of any bone in the arm, other than in the wrists or hand, or in the leg, other than a bone in the ankle or foot.
- An amputation of an arm, a hand, finger, finger joint, leg, foot, toe or toe joint.
- The loss of sight of an eye.
- Any injury other than those referred to above which, in the opinion of a medical practitioner, is likely to prevent the employee from being able to work within 10 days of the day on which the injury occurred.

Types of diseases that must be reported

Infectious diseases: tuberculosis, viral hepatitis, legionnaire's disease and HIV where these diseases are contracted during work involving exposure to human blood products, body secretions, excretions or other material which may be a source of infection.

Occupational zoonoses: Q fever, anthrax, leptospiroses and brucellosis where these diseases are contracted during work involving the handling of, or contact with, animals, animal hides, skins, wool, hair, carcasses or animal waste products.

Notification will be accepted either in person, in writing, by fax, by telephone or email. Forms are available from WorkSafe on 1300 307 877 or from www.worksafe.wa.gov.au



Department of Commerce

WorkSafe Division

Customer help centre 1300 307 877
(for the cost of a local call statewide)

Westcentre
1260 Hay Street
West Perth Western Australia 6005

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Western Australia 6872

Administration: (08) 9327 8777
Facsimile: (08) 9321 8973
National Relay Service: 13 36 77

Website: www.worksafe.wa.gov.au
Email: safety@commerce.wa.gov.au

Regional offices

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Mid-West	(08) 9920 9800
North-West	(08) 9185 0900
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This publication is available on request in other formats to assist people with special needs.

About WorkSafe



DP0394/2010/Nov 10/5000