



Working alone safety checklist			
check	yes	no	n/a
A risk assessment has been undertaken covering issues such as length of time the person is working alone, time of day, location and the nature of the work.			
Identified hazards have been eliminated or adequately controlled			
The person working alone has been provided with adequate information and instruction to be able to work safely.			
There is a system in place for communication with workers working alone			
The system ensures that workers have means of communicating in the event of emergency (eg mobile phones, duress alarms)			
If the means of communication is vehicle based, the system covers the person when they are away from the vehicle			
The system requires regular contact to be maintained with workers to ensure safety and supervision			
The employer has knowledge of the location of all workers at all times during work shifts			
The worker is provided with emergency supplies such as adequate drinking water and first aid equipment.			
Machinery and equipment is regularly maintained.			

Other sources of information:

- The Occupational Safety and Health Regulations 1996
- Guidance note: Working alone
- Bulletin: Travelling in remote locations

WorkSafe website
www.worksafe.wa.gov.au