
The National Code and OHS&R

Code Compliancy - Dispelling the Myths Seminar

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Welcome & Introduction

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Disclaimer

This presentation is intended to provide general information only and does not constitute legal advice.

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Session Outline

- **National Code**
- **Implementation Guidelines**
- **OHS Accreditation Scheme**
- **OHS Management Systems**

The National Code and OHS&R

National Code of Practice for the Construction Industry 1997 states:

“OHS&R obligations must be actively addressed by all industry participants. Unequivocal commitment to OHS&R management must be demonstrated in systems that address responsibilities, policies, procedures and performance standards to be met by all parties involved in a project and are directly linked to quality OHS&R outcomes.”

Implementation Guidelines (s6.10.1, s6.10.2)

Establish a comprehensive site specific OHS&R management plan that includes:

- management commitment
- employee involvement
- work practices analysis
- roles and responsibilities
- defines procedures
- hazard identification, prevention and control
- induction and task training
- rehabilitation
- record keeping

Implementation Guidelines (s6.10.3, 6.10.4, 6.10.5)

The OHS&R management system must be:

- fully documented
- clearly communicated
- defines roles, duties and responsibilities

improving OHS&R performance:

- prevention rather than correction
- proactive measures
- “the way we do things around here” (our safety culture)

Building & Construction OHS Accreditation Scheme:

- administered by Federal Safety Commissioner
- Building & Construction Industry Improvement Act 2005

Accreditation Scheme

Australian Government Building & Construction Accreditation Scheme:

- designed to improve industry OHS&R performance
- fosters culture of safe work (as well as on budget and on time work)
- prerequisite of OHSMS certified to AS/NZS 4801
- only accredited head contractors can enter into contracts for building work that is funded directly or indirectly with the Australian Govt (subject to thresholds)
- head contractors must demonstrate effective sub contractor OHS&R management

Accreditation Scheme

The Scheme only applies to head contractors, however, head contractors must demonstrate effective sub contractor OHS&R management.

This includes:

- engagement and supervision of subcontractors as if they were employees, and
- consultation and communication regarding OHS

Effective subcontractor OHS management is the degree to which subcontractor OHS management arrangements are demonstrated across building and construction projects.

Safety Management Plan

Implement a Safety Management Plan that includes:

- a review of the work that is to be performed
- hazard identification, risk assessment & control procedures
- how legal & other relevant OHS&R requirements are met
- provision for tender / contract documentation to include OHS requirements

Responsibilities & Resources

Define roles & responsibilities for OHS&R that includes:

- documentation of specific OHS&R tasks & duties for all workers (use of job descriptions / duty statements)
- determine responsibility for implementing and maintaining the Safety Management Plan
- communication of OHS&R responsibilities to all workers

Site Inductions

Perform Site Inductions that include:

- instruction in site specific safety rules & emergency procedures
- minimum induction requirements have been met prior to work commencing
- checks are performed prior to work commencing to ensure appropriate licensing of workers

Communication & Consultation

Undertake communication & consultation activities that includes:

- regular toolbox and pre-start meetings are held to communicate and discuss OHS&R issues
- all consultation and communication is recorded
- site notice board or safety bulletins are used as a regular source of OHS information

Training & Competency

Provide training and education (additional to induction) that includes:

- safety awareness
- relevant parts of the Safety Management Plan
- tasks / work activity
- specific roles and responsibilities
- assessment of employee competencies for their tasks
- regular review & update of competencies/qualifications
- maintain records of training and competencies

Risk Management

Undertake risk management activities that are documented in a procedure for hazard identification, risk assessment and control, and workers are trained in its use. This includes:

- procedure for JSA's and SWMS
- SWMS are completed and signed prior to work commencing
- SWMS are regularly reviewed and updated in consultation with workers

Injury Management & Rehabilitation

Implement proactive management of workplace injury and injured workers' rehabilitation and return to work that includes:

- return to work policy
- responsibility for the program is assigned
- return to work education
- injury reporting
- employer & injured worker participation
- suitable duties programs
- appropriate case records management

Inspections & Audits

Conduct OHS&R inspections & audits that include:

- a procedure is documented to regularly inspect facilities, plant, substances etc.
- a formal inspection and audit schedule is in place
- all workplace participants are involved in the inspection process
- corrective actions developed in consultation with workers and documented in SWMS

Document Control

Establish a system of document management for OHS&R documents and records that includes:

- a regular review of documents to remove out of date information
- documents contain dates and version numbers
- documents are filed and accessible
- documents are retained (minimum 7 years)

Summary

In this presentation we have discussed:

- the Code and Guidelines
- the OHS Accreditation Scheme
- the requirements of an OHSMS

“The reason an enterprise sets out to achieve Best Practice is that it simply makes good business sense.” Towards Best Practice Guidelines APCC 1999

