



## Work Health and Safety – factsheet for project participants

This Work Health and Safety Sheet has been produced to remind you of your work health and safety obligations. The Work Health and Safety Act (WH&S) 2012 outlines the responsibility of employers and workers to look after each other in the workplace.

The definition of “worker” also includes people that are undertaking work as volunteers, as well as paid workers.

As part of your duty of care, we expect that you will be identifying hazards, assessing risks and undertaking actions to control the risk, and documenting and reporting issues.

This is about looking after yourself, as well as any other workers and/or volunteers who are undertaking work that is funded by Holbrook Landcare Network. Most of you will have a system for addressing WH&S requirements on your farm, and we expect that you will also apply those systems to any work undertaken as part of Holbrook Landcare Network projects.

You need to make sure that you

- Identify the hazards in undertaking a project before you start
- Identify who might be at risk (volunteers, employees, contractors, visitors) and prepare and carry out site inductions
- Identify how you can control the risk
- Take **actions** to control the risk

Work Health and Safety is about applying common sense – these are all things we do every day on the farm. The legislation is now requiring us to document this so we can protect each other, and make sure our helpers or staff know what the procedures are and how to report problems.

Examples might be:

Activity	What hazards are encountered when doing the task?	What risks do these pose to the health and safety?	How are these hazards and risks controlled?
E.g. Fencing	Steep country	Rolling tractor	Roll bars installed, don't drive over 30%
	Machinery use	Getting caught in the post hole digger	Appropriate guards installed, make sure your helpers know the risks and are trained to operate the machinery
	Exposure to sun	Skin cancer	Personal protective equipment! Hat, sunscreen, long sleeves
	Manual handling – lifting materials off the ute	Injury to back, limbs taking heavy loads	Train staff how to lift safely Provide equipment for lifting (straps, tractor)

Information about complying with Workplace Health and Safety Act and Regulations can be found at <http://www.workcover.nsw.gov.au>.

There are established Code of Practice for some activities that are very helpful documents <http://safeworkaustralia.gov.au/Legislation/model-COP/Pages/Model-COP.aspx#3> !

NSW Farmers have information and training available for members [http://www.nswfarmers.org.au/whs/whs\\_law](http://www.nswfarmers.org.au/whs/whs_law)

**Workplace Health and Safety is not new – it's just documenting the common sense decisions you make everyday!!**