

SAFEWORK SA

www.safework.sa.gov.au

HELP CENTRE 1300 365 255

Email: help@safework.sa.gov.au

(the Help Centre closes at 4.15pm on Wednesdays)

To report all serious workplace injuries and incidents telephone **1800 777 209** (24-hour service).

LIBRARY AND BOOKSHOP

Ground floor, 100 Waymouth Street, Adelaide

Opening hours: 8.30am – 5pm, Monday to Friday

LIBRARY

Telephone: **(08) 8204 8877**

Facsimile: (08) 8204 8883

Email: library@safework.sa.gov.au

BOOKSHOP

Telephone: **(08) 8204 8881** or **(08) 8204 8882**

Facsimile: (08) 8204 8883

Email: bookshop@safework.sa.gov.au

OFFICES

HEAD OFFICE

Level 4, 33 Richmond Road, Keswick

GPO Box 465, Adelaide, SA 5001

DX 715, Adelaide

REGIONAL OFFICES

Located at Berri, Mount Gambier,

Port Lincoln, Port Pirie and Whyalla.

Telephone: **1300 365 255**

FREE INTERPRETING SERVICE

Telephone the Interpreting and Translating Centre on **(08) 8226 1990** and ask them to contact SafeWork SA.

HEARING AND SPEECH ASSISTANCE

Contact us through the National Relay Service and ask for SafeWork SA 1300 365 255.

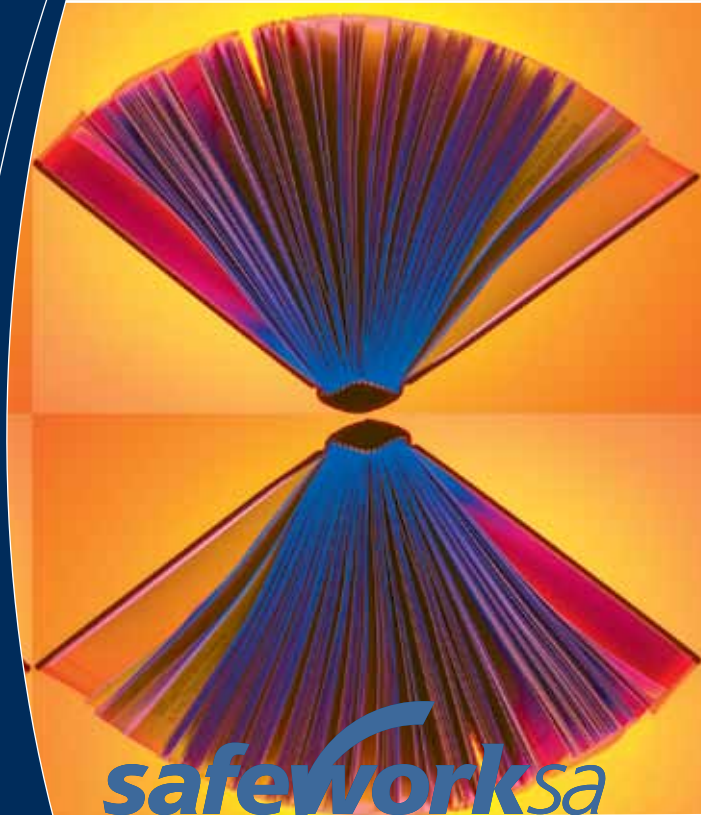
- for TTY/Voice: **133 677**
- Speak and Listen: **1300 555 727**
- www.relayservice.com.au



Government
of South Australia

SafeWork SA

SafeWork SA
LIBRARY



SAFEWORK SA LIBRARY

The Library is part of the SafeWork SA Help Centre. We specialise in occupational health and safety (OHS), industrial relations (IR), workers rehabilitation and compensation, and return to work resource material.

A secondary collection of resources on management, professional and personal development is also available.

The Library is a free service available to business, government and the general public.

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Facsimile: (08) 8204 8883

E-mail: library@safework.sa.gov.au

WHO USES OUR LIBRARY?

Our clientele includes employers, employees, health and safety representatives, students, trainers, educators and researchers. If you have a particular interest in OHS, IR, workers rehabilitation and compensation, and return to work information, we can help you find what you need.

WHAT MATERIALS ARE AVAILABLE?

For loan

- Books
 - codes of practice
 - conference proceedings
 - statistics
- DVDs
- Posters
- Selected Australian Standards.

For reference (use in the library only)

- Journals
- Databases
- South Australian OHS, IR, workers rehabilitation and compensation legislation
- Annual reports
- Dictionaries and directories
- Encyclopaedias
- Subject information in topic boxes.

ONLINE KIOSK AND CATALOGUE

For quick access to the library catalogue and other resources including databases, custom search engines and web links, start at the Library Kiosk which provides a portal to workplace information.

Online kiosk: www.safework.sa.gov.au/kiosk

Our online catalogue allows you to search for new library resources and link to relevant websites, journals, online documents, podcasts and videocasts. You can also reserve resources, renew loans and subscribe to our monthly e-mail alert service which notifies you about new resources in your areas of specific interest.

HOW CAN I BORROW FROM THE LIBRARY?

Anyone who lives or works in South Australia can register as a borrower. You simply need to present photo identification showing your current address and signature.

Individuals only (not organisations) can register and are responsible for any borrowed items.

Loan periods

You can borrow up to:

- 6 books for 14 days
- 3 DVDs for 7 days
- 6 posters for 7 days.

Renewals

Borrowed items can have their loan periods extended by one further loan period, provided there are no reservations.

Reservations

Items may be reserved for a particular date or from when they become available.

LIBRARY TOURS

The Library has guidelines for formal tours and informal group visits. Please visit www.safework.sa.gov.au (look under 'Resources/Library/Group Visits') for details.

FEES AND CHARGES

There is a small fee for photocopying and printing. There are no fines for overdue items. However, individuals will be charged a minimum of \$25.00 for lost or damaged items.

BOOKSHOP

The Bookshop offers a range of printed products on OHS, IR, workers rehabilitation and compensation, and return to work produced by SafeWork SA, Fair Work Ombudsman and WorkCoverSA. These include brochures, posters, guidance material and other awareness raising materials.

For further details of what's available, please visit www.safework.sa.gov.au where you will find:

- a Publication List of all hard copy products distributed, and an order form (look under 'Resources/Bookshop')
- a complete list of all SafeWork SA publications, including those only available online – searchable either alphabetically or by subject matter (look under 'Resources/OHS Publications Index').

