



About Us

SafeWork SA is the regulator responsible for ensuring work health and safety and public safety standards are met.

Our inspectors undertake workplace visits to provide advice and information and to monitor and enforce compliance with work health and safety laws.

If any health and safety issues are detected during a visit to your workplace, our inspectors will discuss these with you and provide you with the necessary information to help you improve your health and safety practices.

You can find out more about us, the work we do and how to keep your workers safe at: safework.sa.gov.au.



Our conduct

SafeWork SA inspectors are professional, objective and consistent when enforcing the law. They are also accountable for how they do their job.

If there is a need to inform SafeWork SA of any aspect of an inspector's actions, whether it is a compliment or a complaint, please feel free to do so. You may call us during business hours Monday to Friday, or visit our website and complete an online Complaint/Feedback form.

Complaints about an inspector's conduct are investigated independently of the inspector and their line manager.

Level 4, 33 Richmond Road
Keswick SA 5035

Tel: 1300 365 255

Email: help.safework@sa.gov.au

Workplace inspections

What to expect when a SafeWork SA
inspector visits your workplace



How can I identify a SafeWork SA inspector?

SafeWork SA inspectors will always introduce themselves to you as an inspector when carrying out their duties. Each inspector carries identification and will produce this on attendance. Our inspectors will also be wearing a SafeWork SA uniform displaying the SA Government logo.

Do I need to let the inspector onto my premises?

Yes. SafeWork SA inspectors have the authority to enter any premises that they reasonably believe is a workplace.

What kind of powers do inspectors have?

Inspectors have a variety of powers available to them under the Work Health and Safety Act. These include the power to:

- enter a workplace
- collect documents and/or information
- ask questions, conduct interviews and take statements
- check work licences, such as high risk work licences
- take photographs, sketches, samples or make audio or video recordings
- issue notices.

What can I expect when an inspector visits my workplace?

Inspectors may enter any place they reasonably suspect is a workplace. They may attend a workplace without prior notice to exercise their powers. An inspector can enter a workplace with, or without, the consent of the person with management or control of the workplace.

When a SafeWork SA inspector visits your workplace they will advise you of the purpose of their visit. This could be in response to an incident, complaint, or as part of a targeted proactive compliance campaign.

Inspectors may want to:

- inspect the workplace
- speak to the manager, or person in control of the workplace, workers or Health and Safety Representative
- review your health and safety documentation
- speak to you about identified hazards and the controls that you have in place.

What do I need to do during an inspection?

Wherever possible, inspectors will aim to cause minimal disruption to your work. To help the inspection process we ask that you:

- be honest, courteous and provide information as requested
- provide necessary access to the workplace
- provide reasonable help to assist the inspector in their work
- not conceal the existence of a location, person, plant, substance or thing.

What kind of enforcement options do inspectors have?

While the inspector will always aim to provide guidance on how to meet your WHS requirements, there are circumstances when they may need to enforce compliance.

Enforcement measures include issuing:

- Improvement Notices – directs a person or organisation to undertake corrective action for an identified risk
- Prohibition Notices – directs the cessation of any activity that exposes any person to a serious risk to their health or safety, including visitors to the workplace or members of the public
- Non-Disturbance Notice – directs a person to preserve a site OR directs a person to prevent the disturbance of a particular site, item, plant, substance, structure or thing
- Expiation Notice – a fine for a specified breach of the legislation

An inspector may also initiate and conduct investigations to identify causes of incidents, injuries and illnesses.

Compliance and enforcement activities also may lead to prosecution or an enforceable undertaking. For more information about these outcomes, visit <https://safework.sa.gov.au/enforcement>.

What happens to the information that I provide?

Information gathered by inspectors is governed by laws on how it is used, disclosed and stored.

If you request anonymity, the inspector will talk with you about confidentiality issues as they arise and will advise you if they are unable to maintain your request for confidentiality, such as when there is an overriding safety concern or legal obligation.