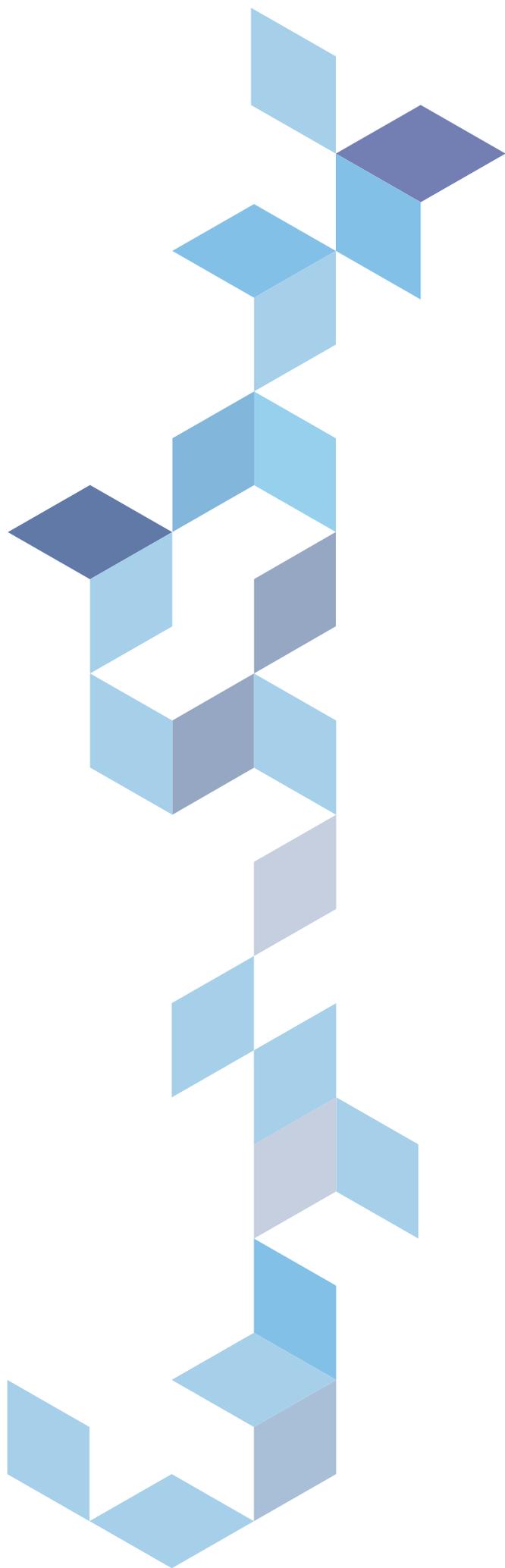


Further information

Further information

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Work health and safety laws

Work Health and Safety Act 2012 (SA)

The Act aims to protect the health and safety of all workers by:

- establishing health and safety duties, to support businesses and workers achieve a safe working environment
- supporting worker representation, consultation and participation
- enabling compliance and enforcement through SafeWork SA, the regulator, and
- promoting information, education and training on work health and safety.

Work Health and Safety Regulations 2012 (SA)

The Regulations identify the control measures that must be applied to specific work activities and hazards.

To access the full Act and Regulations, please visit legislation.sa.gov.au

Codes of Practice

The supporting Codes of Practice provide detailed practical information on how to meet the requirements and obligations under work health and safety laws. The Codes are not mandatory but should always be followed, unless there is another solution which achieves the same or a better standard of health and safety in your workplace.

If the Regulations use the word 'must' in relation to a Code of Practice, it must be followed exactly.

For more information on the Codes, please visit safework.sa.gov.au/cop

Responsibilities

PCBU (employer)

The Act uses the term 'Person Conducting a Business or Undertaking (PCBU)' which includes employers and can also be:

- a corporation
- an association
- partners in a partnership
- a sole trader
- a volunteer organisation which employs one or more people to carry out work
- householders where there is an employment relationship between a householder and a worker.

As a PCBU you are responsible for ensuring the health and safety of anyone affected by your work – workers, contractors, volunteers and visitors. This includes:

- providing and maintaining a working environment that is safe and without risks to health
- providing and maintaining plant, structures and systems of work that are safe and do not pose health risks
- ensuring plant, machinery, structures, substances and chemicals are used, handled, stored and transported safely
- providing adequate facilities for your workers' welfare
- providing adequate information, instruction, training and supervision for workers
- consulting and working with your workers on health and safety matters
- monitoring the health of your workers and the conditions of your workplace.

A commitment to workplace safety is important, and it starts with you. It won't happen if you don't do all you can to make your workplace as safe as can be. A simple, written Work Health and Safety Policy developed in consultation with your workers goes a long way towards showing everyone's commitment.

A sample Work Health and Safety Policy can be found on page 147.

Further information

Code of Practice: Managing Work Health and Safety Risks

safework.sa.gov.au/cop

Worker

You are considered to be a worker if you carry out work for a PCBU as:

- an employee
- a contractor or sub-contractor
- an employee of a contractor or sub-contractor
- an employee of a labour hire company
- an apprentice or trainee
- a student gaining work experience
- an outworker
- a volunteer.

At work you must ensure you:

- take reasonable care for your own health and safety, and others affected by your decisions at work
- comply as far as reasonably practicable with any reasonable instruction given the PCBU
- co-operate with any reasonable policy or procedure of the PCBU that relates to work health and safety.

Note for PCBUs

While you can delegate health and safety tasks to others, as the PCBU the overall responsibility for work health and safety ultimately lies with you.

Licensing requirements

You may need the following permits and/or licences.

Forklifts

If you use a forklift on your farm you will need a *Licence to Perform High Risk Work*.

You must undertake appropriate training and be assessed as competent by an assessor who is accredited with SafeWork SA. Refer to the list of Accredited Assessors at safework.sa.gov.au

There are two classes of forklift operation:

- 1 Forklift truck (Class LF) – covers the operation of a powered industrial truck equipped with a mast and an elevating load carriage to which is attached a pair of fork arms or other attachment.
- 2 Order picking forklift truck (Class LO) – covers the operation of a powered industrial truck of a type where the operator's control arrangement is incorporated with the load carriage/lifting media, and elevates with it.

My Licence Updates

SafeWork SA has a portal to renew your high risk work licence and help you keep your contact details up-to-date, ensuring you meet legislative requirements.

safework.sa.gov.au/mylicenceupdates

Dangerous substances

Take a look around your property at what chemicals are stored to determine whether any of these are classified as dangerous substances.

A storage licence may be required under the *Dangerous Substances Act 1979*, depending on the class, quantity and packaging group of dangerous substances on site.

A licence may be required to store Liquefied Petroleum Gas (Class 2.1), flammable liquids (Class 3), toxic substances (Class 6) and corrosive substances (Class 8).

Explosives

Explosives commonly stored on properties include ANFO, cartridged explosive, detonators detonating cord and propellant powder.

You will need a *Licence for Premises for the Storage of Explosives* if you store more than three kilograms in total of explosives. This licence is not transferable and only valid for the specific person and premise to which it is issued. This licence must be renewed annually.

Other licences/permits may be needed (e.g. a licence to carry explosives or a permit to purchase explosives).

Security Sensitive Ammonium Nitrate

Security Sensitive Ammonium Nitrate (SSAN) includes fertiliser-grade ammonium nitrate, as well as technical grade ammonium nitrate used as an explosive precursor in blasting. If you are importing, purchasing, selling, storing, transporting, using or disposing SSAN you will require the relevant licences and permits issued under the *Explosives Regulations 2006*.

The Customer Services Team at SafeWork SA can help you determine what licences/permits may be required for the storage of dangerous substances, explosives and SSAN. Call them on 1300 365 255.

Find further information at safework.sa.gov.au.

Firearms and ammunition

The Firearms Branch of SAPOL issues licences for firearms and ammunition, approves and registers firearms, and issues permits for prohibited weapons.

Any farmer with a Firearms Licence must:

- be aged 18 years or over
- do an approved firearms safety training course
- pass a police background check
- be subject to extensive conditions for use, including safe storage of guns.

police.sa.gov.au

Confined space entry permit

Because of the significant risks associated with confined spaces, workers must not enter a confined space without a confined space entry permit, even to conduct the initial hazard identification or risk assessment.

The permit must be completed in writing by a competent person – that is, a person with the right knowledge and skills.

There is no specific requirement in relation to who carries out the necessary training, but there is a requirement that information, training and instruction need to be provided to workers in relation to working in confined spaces. This information must comply with the relevant Australian Standard AS/NZS 2865: *Confined spaces*.

Permits must:

- specify the confined space to which the permit relates
- record the names of persons permitted to enter the confined space and the period of time that the work will be carried out
- set out risk control measures based on the risk assessment
- contain space for an acknowledgment that work in the confined space has been completed and all persons have left the space.

The permit must be kept until the work is completed, or if a notifiable incident occurs, for at least two years after the confined space work to which the permit relates is completed. It provides a formal check, in writing, to ensure all elements of a safe system of work are in place before people enter the confined space, and confirmation that those people have left the space when work has been completed.

A sample entry permit can be found on page 141.

Key Contacts

SafeWork SA

1300 365 255
safework.sa.gov.au

SafeWork SA is South Australia's work health and safety agency, administering state industrial relations legislation and managing the state's work health and safety.

On 1 July 2016, SafeWork SA split into two clear operational units – an educator and a regulator.

The educator now includes a new mobile work health and safety advisory service, providing face-to-face information, support and advice which is specific to your industry and the size of your business.

Of crucial importance, the mobile advisory service doesn't include inspectors to ensure that you feel comfortable to work with them in improving your systems, practices and general approach to safety.

Access to this service is free and you can book a time for an advisor to come out to your property by phone or online at safework.sa.gov.au/freeadvice.

Safe Work Australia is the agency responsible for driving national policy development on work health and safety and workers compensation matters.

A number of useful research reports, publications and other resources are produced each year that complement SafeWork SA and can be found at safeworkaustralia.gov.au

Primary Producers South Australia

ppsa.org.au

Primary Producers South Australia (PPSA) is an association representing the interests and concerns of South Australian primary producers to government and the community, with commodity associations Grain Producers SA, Livestock SA, Horticulture Coalition of SA, Wine Grape Council of South Australia, South Australian Dairyfarmers' Association and Pork SA.

Ag Excellence Alliance

agex.org.au

Ag Excellence Alliance works with South Australia's broad-acre grain and livestock farmers and grower groups to improve their profitability and sustainability.

The grower groups represented are:

- Advisory Board of Agriculture (ABA)
- Agriculture Kangaroo Island (Ag KI)
- Eyre Peninsula Agriculture Research Foundation (EPARF)
- Hart Field Site Group (Hart)
- Lower Eyre Agricultural Development Association (LEADA)
- Lucerne Australia
- MacKillop Farm Management Group (MFMG)
- Mallee Sustainable Farming (MSF)
- Mid North High Rainfall Zone (MNHRZ)
- Northern Sustainable Soils
- Partners in Grain
- South Australian No-Till Farmers Association (SANTFA)
- Society of Precision Ag Australia (SPAA)
- Upper North Farming Systems (UNFS)
- YP Alkaline Soils Group (YPASG).

Agricultural Bureau of South Australia

agbureau.com.au

The Agricultural Bureau of South Australia is a not-for-profit organisation run by farmers for farmers, with the aim of bridging the gap between scientist and farmer, and to assist its members working together on common issues.

Australian Centre for Agricultural Health and Safety

aghealth.org.au

The Australian Centre for Agricultural Health and Safety is an academic centre of the University of Sydney within the School of Public Health, leading research in the incidence of injury and deaths on Australian farms.

Fair Work Commission

fwc.gov.au

The Fair Work Commission is the national independent workplace relations tribunal which can:

- hear unfair dismissal and unlawful termination applications
- hear bullying and harassment applications
- resolve general protections claims
- make changes to pay and entitlements in awards and registered agreements.

Fair Work Ombudsman

13 13 94
fairwork.gov.au

The Fair Work Ombudsman is a national independent office which can:

- provide reliable and timely information about Australia's workplace relations system
- educate people about fair work practices, rights and obligations
- monitor compliance with suspected breaches of workplace laws, awards and registered agreements.

Farmsafe Australia

farmsafe.org.au

Farmsafe Australia is an association for farmers, supporting them with access to education resources and various events across the country.

Kids Alive

kidsalive.com.au

Kids Alive is a community service program educating the public on the five important steps to reduce the risk of preschool drowning, the greatest cause of accidental death in children under the age of five in Australia.

Kidsafe

kidsafe.org.au

Kidsafe is the leading non-government, not-for-profit charitable organisation dedicated to preventing unintentional childhood injuries and reducing the resulting deaths and disabilities in children under the age of 15 years.

Primary Industries and Regions SA

pir.sa.gov.au

Primary Industries and Regions SA (PIRSA) is a state government agency which supports primary industries by engaging them and other stakeholders in the development of policies, plans and programs that affect or interest them.

PIRSA offers a number of support programs and services to help build the ongoing financial resilience of farm businesses, including decision support, business support, family and community support, and natural resources management.

ReturnToWorkSA

13 18 55
rtwsa.com
info@rtwsa.com

ReturnToWorkSA provides insurance that protects South Australian businesses and their workers in the event of a work injury.

If you employ workers, you must have a current workers compensation insurance policy through a workers compensation insurance company. Your business is also required to have an injury reporting system, and a return-to-work program.

South Australian Councils

Council	Phone	Website
Adelaide City Council	8203 7203	adelaidecitycouncil.com
Adelaide Hills Council	8408 0400	ahc.sa.gov.au
Alexandrina Council	8555 7000	alexandrina.sa.gov.au
Anangu Pitjantjatjara Yankunytjatjara	8956 2868	anangu.com.au
The Barossa Council	8563 8444	barossa.sa.gov.au
District Council of Barunga West	8635 2107	barungawest.sa.gov.au
Berri Barmera Council	8582 1922	berribarmera.sa.gov.au
City of Burnside	8366 4200	burnside.sa.gov.au
Campbelltown City Council	8366 9222	campbelltown.sa.gov.au
District Council of Ceduna	8625 3407	ceduna.net
City of Charles Sturt	8408 1111	charlessturt.sa.gov.au
Clare & Gilbert Valleys Council	8842 6400	claregilbertvalleys.sa.gov.au
District Council of Cleve	8628 2004	cleve.sa.gov.au
District Council of Coober Pedy	8672 5298	cooberpedy.sa.gov.au
Coorong District Council	1300 785 277	coorong.sa.gov.au
District Council of Copper Coast	8821 1600	coppercoast.sa.gov.au
District Council of Elliston	8687 9177	elliston.sa.gov.au
The Flinders Ranges Council	8648 6031	frc.sa.gov.au
District Council of Franklin Harbour	8629 2019	franklinharbour.sa.gov.au
Town of Gawler	8522 9211	gawler.sa.gov.au
Regional Council of Goyder	8892 0100	goyder.sa.gov.au
District Council of Grant	8721 0444	dcgrant.sa.gov.au
City of Holdfast Bay	8229 9999	holdfast.sa.gov.au
Kangaroo Island Council	8553 4500	kangarooisland.sa.gov.au
District Council of Karoonda East Murray	8578 1004	dckem.sa.gov.au
District Council of Kimba	8627 2026	kimba.sa.gov.au
Kingston District Council	8767 2033	kingstondc.sa.gov.au
Light Regional Council	8525 3200	light.sa.gov.au
District Council of Lower Eyre Peninsula	8676 2106	lowereyrepenninsula.sa.gov.au
District Council of Loxton Waikerie	8584 8000	loxtonwaikerie.sa.gov.au
District Council of Mallala	8527 2006	mallala.sa.gov.au
City of Marion	8375 6600	marion.sa.gov.au
Mid Murray Council	8569 0100	mid-murray.sa.gov.au
City of Mitcham	8372 8888	mitchamcouncil.sa.gov.au

Council	Phone	Website
Mount Barker District Council	8391 7200	dcmtbarker.sa.gov.au
City of Mount Gambier	8721 2555	mountgambier.sa.gov.au
District Council of Mount Remarkable	8666 2014	mtr.sa.gov.au
Rural City of Murray Bridge	8539 1100	murraybridge.sa.gov.au
Naracoorte Lucindale Council	8762 2133	naracoortelucindale.sa.gov.au
Northern Areas Council	8664 1139	nacouncil.sa.gov.au
City of Norwood Payneham & St Peters	8366 4555	npsp.sa.gov.au
City of Onkaparinga	8384 0666	onkaparingacity.com
District Council of Orroroo Carrieton	8658 1260	orraroo.sa.gov.au
District Council of Peterborough	8651 3566	peterborough.sa.gov.au
City of Playford	8256 0333	playford.sa.gov.au
City of Port Adelaide Enfield	8405 6600	portenf.sa.gov.au
Port Augusta City Council	8641 9100	portaugusta.sa.gov.au
City of Port Lincoln	86212300	portlincoln.sa.gov.au
Port Pirie Regional Council	8633 9777	pirie.sa.gov.au
City of Prospect	8269 5355	prospect.sa.gov.au
Renmark Paringa Council	8580 3000	renmarkparinga.sa.gov.au
District Council of Robe	8768 2003	council.robe.sa.gov.au
Municipal Council of Roxby Downs	8671 0010	roxbydowns.com
City of Salisbury	8406 8222	salisbury.sa.gov.au
Southern Mallee District Council	8577 8002	southernmallee.sa.gov.au
District Council of Streaky Bay	8626 1001	streakybay.sa.gov.au
Tatiara District Council	8752 1044	tatiara.sa.gov.au
City of Tea Tree Gully	8397 7444	teatreegully.sa.gov.au
District Council of Tumby Bay	8688 2101	tumbybay.sa.gov.au
City of Unley	8372 5111	unley.sa.gov.au
City of Victor Harbor	8551 0500	victor.sa.gov.au
Wakefield Regional Council	8862 0800	wakefieldrc.sa.gov.au
Corporation of the Town of Walkerville	8342 7100	walkerville.sa.gov.au
Wattle Range Council	8733 0900	wattlerange.sa.gov.au
City of West Torrens	8416 6333	wtcc.sa.gov.au
The City of Whyalla	8640 3444	whyalla.sa.gov.au
Wudinna District Council	8680 2002	wudinna.sa.gov.au
District Council of Yankalilla	8558 0200	yankalilla.sa.gov.au
Yorke Peninsula Council	8832 0000	yorke.sa.gov.au