

Amendments to the Model Code of Practice: *Managing the Work Environment and Facilities*

Page/s	Change
Throughout	'Person conducting a business or undertaking' changed to PCBU except for the first reference in each chapter.
Throughout	Added "WHS Act" or "WHS Regulations" to legislation references.
Throughout	Moved text in relation to legislation out of the reference box but included the full name of the relevant section of the Act or regulation.
Throughout	Minor updates to language and style
Throughout	Updated formatting
Throughout	Removal of the term 'welfare' before 'facilities'
Throughout	Replaced 'dining facilities' with 'eating facilities'
Throughout	Replaced 'heat strain' with 'heat related illness'
1-2	Updated to match new template
4	Updated to be consistent with the other model Codes
5	Inserted who has duties in relation to the work environment and facilities according to the WHS Act
5	Amended content under 'Persons conducting a business or undertaking' to include all duties under Regulation 40
6	Inserted duties for 'Persons with management or control of a workplace' according to the WHS Act
6	Inserted duties for 'Designers of structures' according to the WHS Act
6	Amended content under 'Officers'
7	Amended content under 'Workers'
7	Amended content under 'Others persons at the workplace'
7	Inserted content under 'Identifying what facilities are needed'
7-8	Amended content under 'Consulting with workers'
7-8	Amended content under 'Consulting with workers' to reflect requirement for PCBUs to consult workers
9	Reworded dot points four and five under 'The nature of work'
9	Reworded the fourth dot point under 'Size, location and nature of the workplace'
10	Inserted 1.2 'Managing risks associated with the work environment and facilities'
10	Under 1.3 'Monitoring and maintaining the work environment and facilities' 'should' changed to 'must' in first sentence, first paragraph



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10	Under 1.3 'Monitoring and maintaining the work environment and facilities' inserted text in first paragraph
10	Under 1.3 'Monitoring and maintaining the work environment and facilities' 'should' changed to 'must' first sentence, second paragraph
10	Under 1.3 'Monitoring and maintaining the work environment and facilities' 'should' changed to 'must' in first sentence and last sentence, third paragraph
11-21	Reordered subheadings and content under chapter 2. 'The work environment'
11	Under 2.1 'Entry and exit' 'may' changed to 'must' first sentence, first paragraph
11	Reworded sentence to include an example in fifth paragraph under 2.1 'Entry and exit'
12	Under 2.2 'Work areas', inserted an extra example of when work activities may require extra space
12	Reworded sentence in first paragraph under 2.3 'Workstations'
13	Under 2.4 'Floors and other surfaces' 'should' changed to 'must' in first sentence
13	Under 2.4 'Floor and other surfaces' 'should' changed to 'must' in first sentence, second paragraph
13	Under 2.4 'Floors and other surfaces' inserted sentence about contaminants reducing grip on floor surfaces in second paragraph
13	Under 2.4 'Floors and other surfaces' included references to Slips and trips at the workplace fact sheet and model Code of Practice: Managing the risk of falls at workplaces
14	Under 2.5 'Lighting' reworded dot point four
14	Under 2.5 'Lighting' before Table 1, Inserted information on lighting after dark
16	Replaced subheading 2.7 'Air Quality' with 2.7 'Ventilation'
16	Under 2.7 'Ventilation' 'should' changed to 'must', first sentence
16-17	Reordered information under 2.7 'Ventilation' so that natural ventilation is before air conditioning
17	Included references to each AS/NZS 3666 within the AS/NZS 3666 SET:2011 Air handling and water systems of buildings
17	Reworded second paragraph WHS Regulations Division 7: Managing risks from airborne contaminants
17	Included reference to the Workplace exposure standards for airborne contaminants
17	Included reference to the Code of Practice: Managing risks of hazardous chemicals in the workplace
17	Legal duties specified at the beginning of 2.8 'Heat and cold'



Page/s	Change
18	Added prescription medication, age, health condition, pregnancy and breastfeeding as a personal factors to the second last paragraph
18	Inserted text before 'Thermal comfort' on providing information, training and instruction to workers to recognise early symptoms of heat related illness or hypothermia
19	Inserted new control measure dot point under 'Hot environments'
19	Reworded second last paragraph before 'Cold environments'
19	Included reference to Guide to managing the risks if working in heat
20	Inserted reference to the Code of Practice: Construction work under 3.1 'Access to facilities'.
23	Changed 'alcohol-based hand wash' to 'alcohol-based hand sanitiser under 3.4 'Hand washing'.
23	'Should' changed to 'must' in first sentence under 3.5 'Eating facilities'
25	Reworded the first paragraph under 3.8 'Shower facilities' and included 'health care' as an example industry where showering and drying facilities may be required
26	Included an example of when workers may require drying facilities for work purposes at the end of the fourth paragraph.
26	Reworded sentence under 'Mobile, temporary or remote workplaces'
27	Inserted text about minimising risks in third paragraph under 4.1 Outdoor work
27	Inserted reference to the Guide on exposure to solar ultraviolet radiation (UVR).
28	Replaced confined space example in Buddy system under 'Controlling the risks' as it is an incorrect example.
29	Included text under dot point on 'training, information and instruction'
29	Inserted dot point on first aid in 'Controlling the risks' under 4.2 'Remote or isolated work'. Included reference to the Code of Practice: First aid in the workplace
29	Reworded paragraph about methods of communication and paragraph on personal duress systems
31	Reworded last two paragraphs under 5. 'Emergency plans'
32	Under 5.1 'Preparing emergency procedures' inserted a dot point to consider risks from neighbouring businesses
32	Included reference to the Emergency plan fact sheet.
33-34	Inserted glossary
35	Included questions on the nature of work and composition of the workforce under 'Location and nature of the workplace' in Appendix B.
36	'Workspace' changed to 'Work area'
36	Moved 'Seating' above 'Floors'



Page/s	Change
37	'Air quality' changed to 'Ventilation'
41	Inserted question under 'Outdoor work'.
42	Inserted inclusion of access to system to dispose of sanitary items for female toilets in the facilities plan for the example for 'Permanent workplace – office'
44	Under Appendix C 'Facilities plan' included an example of communication
44	Under Appendix C 'Facilities plan' included an example of personal protective equipment
44	Under Appendix C 'Facilities plan' included an example for seating
45	Inserted inclusion of access to system to dispose of sanitary items for female toilets in the facilities plan for the example for 'Permanent workplace – office'
47	Insert table – 'List of amendments'

