

INFORMATION SOURCES

Fact sheet: *Occupational health and safety* worksite.actu.org.au/occupational-health-and-safety

Video: *Lights out* worksite.actu.org.au

It is very important that employers work really hard to make sure no one gets injured at work. There are three main things that your boss must do to keep you safe.

Train you: Make sure that everyone knows the rules for working safely; make sure everyone knows how to use all equipment, tools etc.

Equip you: Make sure all equipment meets safety requirements and remove any hazards, always putting safety first.

Supervise you: Make sure that everyone follows rules, wears safety gear like gloves, goggles etc. They should also take the time to talk to you about safety and encourage you to ask questions if you are not sure of anything.

Activity 1. Check out the Occupational health and safety fact sheet

Make a list with two columns – one for what bosses **must do** and one for what they **shouldn't do**.

Cut out all these statements and stick them in the correct column.



Provide all necessary safety gear	Make sure all employees get proper rest breaks	Leave casual workers out of safety training
Train all employees about working safely	Don't worry about safety because 'she'll be right mate'	Ask employees for their ideas about safer workplaces
Only worry about safety when an inspector is coming	Encourage everyone to speak up if they have safety concerns	Make sure all work targets are met regardless of safety

We are always encouraged to be healthy, to eat right and exercise but being healthy at work means more than taking an apple to eat in your break. There is more to Occupational Health and Safety than just sudden physical injury; your long term health can be harmed at work too. Some of the things that can damage your health in the long term are:

- excessive hours
- repetitive tasks
- noise
- lifting
- heat, cold, sun
- chemicals

1. Working in the sun - the boss must provide

- Plenty of cool water
- Hats and sun screen
- Shaded workplace where possible
- Bathers so everyone can have a swim after work

3. You are stacking shelves at a supermarket - the boss must provide

- Training about how to lift safely
- Trolleys for moving heavy boxes
- Cricket bats for playing cricket in the aisles
- Ladders and steps to safely reach higher shelves

2. You work in a call centre and are required to work in front of a computer screen for your whole shift - the boss must provide

- Regular breaks so you can move away from your screen
- A chair and desk that will let you sit correctly
- Breaks so you can stretch your legs and back
- Prizes at the end of the week for doing the most work

4. If your workplace is noisy or you are working near machinery - the boss must provide

- Each employee with an iPod to play really loud
- Ear plugs and protective ear muffs
- Training about the long term impact of noise on your hearing
- Supervision to ensure ear protection is worn

