WHS issue identified

The WHS issue is, in the first instance, raised with the responsible Supervisor with a view to the issue being resolved through the normal local management processes.

*NB – if the WHS issue raised relates to staff having a reasonable concern that to continue carrying out the work/task in question would expose their health or safety to serious risk emanating from immediate or imminent exposure to a hazard, then the HSR and Manager WHS should be contacted immediately for advice.

Has the WHS issue been resolved through local consultation between Supervisor and staff?

Yes

Detail the issue and resolutions in writing to relevant parties. Ensure the agreed corrective action(s) necessary to resolve the WHS issue are implemented.

No

Supervisor to seek advice from the HSR with a view to resolving the WHS issue.

Has the WHS issue been resolved through consultation with HSR?

Yes

No

The Supervisor/HSR to contact the Manager, WHS for advice. Consultation with all parties to the WHS issue (including the Manager WHS) to be undertaken in an attempt to resolve the matter.

Has the WHS issue been resolved?

Yes

No

HSR has exercised their power to cease unsafe work?

Yes

No

Provisional Improvement Notice (PIN) issued?

Yes

No

If after consultation the issue remains unresolved, any decision by the HSR to exercise their power to issue a PIN must be advised to the Manager, WHS immediately.

(Protocols for direction to cease unsafe work outlined in Part 5, Division 6 of the WHS Act 2011)

If after consultation the issue remains unresolved, any decision by the HSR to exercise their power to issue a PIN must be advised to the Manager, WHS immediately.

(Follow protocol for PIN’s as outlined in Part 5, Division 7 of the WHS Act 2011)

No