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Safety Bulletin

Catholic Safety Update

Welcome to the June 2023 edition of the Safety Bulletin.

We are pleased to announce that on 10 March 2023, the Chief Executive Officer of ReturnToWorkSA (RTWSA) approved a renewal of registration as a self-insured employer for Catholic Church Endowment Society Inc. (CCES) of 5 years to expire on 31 March 2028. There was only one observation for improvement which is quite remarkable. Catholic Church Insurance (CCI) will take carriage of this.

Five years is the longest registration period available under self-insurance and it is the first time in the history of the registration that we have achieved this result.

We would like to thank the sites involved both for their time and the great work they do.

Remember if you need any assistance with Work Health & Safety, please contact your WHS Consultant.

Stay Safe
CSH&WSA Team

Procedure Consultation

The CCES Procedures are available for all worksites and are a broad guide on the requirements of the Work Health and Safety Act 2012 (SA). These procedures are reviewed every 3 years in consultation with workers. There are currently 3 procedures that we are seeking feedback on and they can be accessed on the [CSH&WSA Website](#). Feedback can be provided by contacting the CSH&WSA Office on 8215 6850.

2023	Number	Procedure to be reviewed	Comments / Changes
March	4	Asbestos Procedure	Consultation ended. Finalised procedure.
April	5	Consultation, Cooperation & Coordination Procedure	On website for consultation. Ends 30 June 2023
May	8	Driver Safety Procedure	On website for consultation. Ends 30 June 2023
June	13	Induction & Training Procedure	On website for consultation. Ends 28 July 2023
July	17	Remote & Isolated Work Procedure	
August	22	Volunteers Procedure	
September	26	Confined Space & Restricted Access Procedure	
October	28	Waste Management Procedure	
November	31	Event Management Procedure	

Electrical Safety—Insulated Pins on Plugs

Since April 2005 it has been mandatory across Australia that all new electrical plugs have insulation on both the active and neutral pins of the plug. Any product purchased since this date with an electrical plug attached to it or just a plug, must have the insulation fitted. The insulation installed on the active and neutral pins generally will be black or white in colour and readily identifiable. This requirement came into being due to several fatalities and incidents that occurred in which thin metallic items (for example, slats of metal blinds, knife blades, pins etc.) have contacted the active pins of plugs which were not fully engaged in the powerpoint.

Some sites may have older equipment (purchased before 2005) that does not have this insulation on the pins. While there is no mandatory requirement to replace the equipment or the plug, sites should review all plugs to determine if any are in place that do not have this insulation fitted and if so, complete a risk assessment to determine what action (if any) should be taken. Your CSH&WSA WHS Consultant can be contacted for assistance here.

Example pictures of plugs with insulation and without insulation are included for reference.



Plug **with** insulated pins. Plug **without** insulated pins.

Slips, Trips and Falls—Winter is Here

Did you know half of all falls that resulted in a fatality involved heights of 3 metres or less? Slips, trips and falls are the second leading cause of workplace injury, after hazardous manual tasks. These incidents are a significant problem affecting every workplace, from the factory floor to the office and quite often can result in serious injury and lengthy amounts of time off work.

Hazards and Risks

Falls can occur as a result of slips or trips. Some of the common hazards arise from:

- the type and stability of the floor or ground surfaces (eg uneven or broken concrete and sloping ground)
- slippery floor surfaces caused by water, fluid spillage and oil
- equipment, boxes and materials blocking walkways
- stairs or steps
- carrying things that obscure the view ahead
- poor lighting
- inadequate or improper footwear
- incorrect use of ladders
- falling or moving objects
- distraction.

Employers and PCBUs have a duty of care to provide a safe workplace and systems of work, information, instruction and training. As workers, we have a responsibility to protect our own health and safety along with others affected by the work, whilst also abiding by procedures and policies in relation to workplace safety. We have a responsibility for identifying hazards, assessing risks and managing the controls. It is in everyone's best

interest to understand the potential sources of slips, trips and falls, and implement controls that can eliminate hazard or reduce the likelihood of an incident.

Risk Management

An important part of the risk management process is to have good communication and consultation between PCBUs, workers, health and safety representatives and committees. Doing so will help to identify hazards before any injury, illness or incident can occur. This then leads to developing measures to eliminate or reduce the associated risks.

Risk Control Measures

Often, it is the little things that cause slipping, tripping and falling to happen in the first place, so it is important to remember to work together. There are several ways to help minimise these incidents occurring, such as:

- maintaining good house-keeping protocols, including rubbish removal
- storing equipment correctly
- using ladders and steps correctly
- reporting damage to floors and surfaces
- clearly identifying and staying on marked walkways
- implementing a clean and clear walkway policy
- affixing mats to the floor surface
- restricting access to areas that are potentially hazardous
- providing ramps instead of steps where the height of floor levels change.

Reference: Government of South Australia, SafeWork SA..