How can managers and supervisors support safety and health representatives?

Allocate sufficient time and resources
- Provide access to email, internet and print facilities
- Schedule time for inspections and the preparation and delivery of safety and health meetings
- Allow time for familiarisation with safety and health issues to enable informed input and learnings to be shared with their workplace

Involve them in your site’s investigation process
- Provide training in your site’s investigation methods to enable effective participation
- Request their participation in site investigations
- Utilise them to communicate incident findings to the workforce

Encourage learning and interaction
- Notify them of inspectors’ visits and make time available to accompany on inspections and audits
- Promote their attendance at safety and health roadshows or events
- Provide access to safety and health guidance materials

Increase opportunities for effective communication
- Advise them of intended changes to the workplace that could affect workers’ safety and health
- Consult with them regarding hazards and incidents in the workplace and proposed controls
- Educate and encourage their participation in the safety and health resolution processes

Government of Western Australia
Department of Mines, Industry Regulation and Safety

Safety and health representatives resources available at www.dmirs.wa.gov.au