

**This is the Model Work Health and Safety Bill
prepared by the Parliamentary Counsel's Committee
and approved by the Workplace Relations Ministers'
Council on 11 December 2009.**

Model Work Health and Safety Bill

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Part 1 Preliminary

Division 1 Introduction

1 Citation

This Act may be cited as the *Work Health and Safety Act 2010*.

Note

See the jurisdictional note in the Appendix.

2 Commencement

This Act commences on 1 January 2012.

Note

See the jurisdictional note in the Appendix.

Division 2 Object

3 Object

(1) The main object of this Act is to provide for a balanced and nationally consistent framework to secure the health and safety of workers and workplaces by:

(a) protecting workers and other persons against harm to their health, safety and welfare through the elimination or minimisation of risks arising from work [or from specified types of substances or plant];

Note

See the jurisdictional note in the Appendix.

(b) providing for fair and effective workplace representation, consultation, co-operation and issue resolution in relation to work health and safety;

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Part 1 Preliminary

- (c) encouraging unions and employer organisations to take a constructive role in promoting improvements in work health and safety practices and assisting persons conducting businesses or undertakings and workers to achieve a healthier and safer working environment;
 - (d) promoting the provision of advice, information, education and training in relation to work health and safety;
 - (e) securing compliance with this Act through effective and appropriate compliance and enforcement measures;
 - (f) ensuring appropriate scrutiny and review of actions taken by persons exercising powers and performing functions under this Act;
 - (g) providing a framework for continuous improvement and progressively higher standards of work health and safety;
 - (h) maintaining and strengthening the national harmonisation of laws relating to work health and safety and to facilitate a consistent national approach to work health and safety in this jurisdiction.
- (2) In furthering the object in subsection (1)(a), regard must be had to the principle that workers and other persons should be given the highest level of protection against harm to their health, safety and welfare from hazards and risks arising from work [or from specified types of substances or plant] as is reasonably practicable.

Note

See the jurisdictional note in the Appendix.

Division 3 Interpretation

Subdivision 1 Definitions

4 Definitions

In this Act:

authorising authority means:

Note

See the jurisdictional note in the Appendix.

Category 1 offence—see section 30.

Category 2 offence—see section 31.

code of practice means a code of practice approved under Part 13.

compliance powers means the functions and powers conferred on an inspector under this Act.

construct includes assemble, erect, reconstruct, reassemble and re-erect.

corresponding WHS law means a law of an Australian jurisdiction that is equivalent to this Act or [*other corresponding Acts*].

Note

See the jurisdictional note in the Appendix.

corresponding regulator means the holder of a public office or a public authority of the Commonwealth, or of a State, who or which is responsible for administering a corresponding WHS law.

demolish includes deconstruct, decommission and dismantle.

design, in relation to plant, a substance or a structure includes:

- (a) design of part of the plant, substance or structure; and
- (b) redesign or modify a design.

designated court or tribunal means:

Note

See the jurisdictional notes in the Appendix.

disclose, in relation to information, includes divulge or communicate to any person or publish.

employee record, in relation to an employee, has the same meaning as it has in the *Privacy Act 1988* of the Commonwealth.

employer organisation means an organisation of employers.

Fair Work Act means the *Fair Work Act 2009* of the Commonwealth.

hazard means a situation or thing (including an intrinsic property of a thing) that has the potential to cause injury, illness or death of a person.

health means physical and psychological health.

import means to bring into the jurisdiction from outside Australia.

inspector means an inspector appointed under Part 9.

internal reviewer means:

- (a) the regulator; or
 - (b) a person appointed by the regulator under section 224.
-

local authority means:

Note

See the jurisdictional note in the Appendix.

medical treatment means treatment by a medical practitioner registered under [the relevant registration Act].

Note

See the jurisdictional note in the Appendix.

notifiable incident—see section 34.

officer of a body corporate means officer within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

Note

See Division 5 of Part 12 for officers in relation to the Crown, public authorities and local authorities.

person conducting a business or undertaking—see section 5.

personal information has the same meaning as it has in the *Privacy Act 1988* of the Commonwealth.

plant includes:

- (a) any machinery, equipment, appliance, container, implement and tool; and
- (b) any component of any of those things; and
- (c) anything fitted or connected to any of those things.

public authority means:

Note

See the jurisdictional note in the Appendix.

regulator means:

Note

See the jurisdictional note in the Appendix.

representative, in relation to a worker, means:

- (a) the health and safety representative for the worker; or
- (b) a union representing the worker; or
- (c) any other person the worker authorises to represent him or her.

risk, in relation to a hazard, means a probability that injury, illness or death will occur and the consequences of that occurrence.

serious injury or illness—see section 35.

State includes Territory.

State or Territory industrial law has the same meaning as it has in the Fair Work Act.

structure means anything that is constructed and any arrangement of elements, whether fixed or moveable, temporary or permanent, and includes:

- (a) buildings, masts, towers, framework, pipelines, transport infrastructure and underground works (shafts or tunnels); and
- (b) any component of a structure; and
- (c) part of a structure.

substance means any natural or artificial substance, whether in the form of a solid, liquid, gas or vapour.

supply—see section 6.

this Act includes the regulations.

union means:

- (a) an employee organisation that is registered, or taken to be registered, under the *Fair Work (Registered Organisations) Act 2009* of the Commonwealth; or
- (b) an association of employees or independent contractors, or both, that is registered or recognised as such an association (however described) under a State or Territory industrial law.

volunteer means a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses).

WHS entry permit means a WHS entry permit issued under Part 7.

WHS entry permit holder means a person who holds a WHS entry permit.

WHS law means:

Note

See the jurisdictional note in the Appendix.

work group means a work group determined under Part 5.

worker—see section 7.

workplace—see section 8.

Subdivision 2 Other important terms

5 Meaning of *person conducting a business or undertaking*

- (1) For the purposes of this Act, a person conducts a business or undertaking:
 - (a) whether the person conducts the business or undertaking alone or with others; and
-

- (b) whether or not the business or undertaking is conducted for profit or gain.
- (2) A person does not conduct a business or undertaking to the extent that the person is engaged solely as a worker in, or as an officer of, that business or undertaking.
- (3) The regulations may specify the circumstances in which a person may be taken not to be a person who conducts a business or undertaking.
- (4) A volunteer association does not conduct a business or undertaking for the purposes of this Act.
- (5) In this section, ***volunteer association*** means a group of volunteers working together for one or more community purposes where none of the volunteers, whether alone or jointly with any other volunteers, employs any person to carry out work for the volunteer association.

6 Meaning of *supply*

- (1) A ***supply*** of a thing includes a supply and a resupply of the thing by way of sale, exchange, lease, hire or hire-purchase, whether as principal or agent.
- (2) A supply of a thing occurs on the passing of possession of the thing to the person or an agent of the person to be supplied.
- (3) A supply of a thing does not include:
 - (a) the return of possession of a thing to the owner of the thing at the end of a lease or other agreement; or
 - (b) a prescribed supply.

- (4) A financier is taken not to supply plant, a substance or a structure for the purposes of this Act if:
- (a) the financier has, in the course of the financier's business as a financier, acquired ownership of, or another right in, the plant, substance or structure on behalf of a customer of the financier; and
 - (b) the action by the financier, that would be a supply but for this subsection, is taken by the financier for, or on behalf of, that customer.
- (5) If subsection (4) applies, the person who had possession of the plant, substance or structure immediately before the financier acquired ownership of, or a right in, the plant, substance or structure is taken to have supplied the plant, substance or structure to the financier's customer for the purposes of this Act.

7 Meaning of *worker*

- (1) A person is a *worker* if the person carries out work in any capacity for a person conducting a business or undertaking, including work:
- (a) as an employee; or
 - (b) as a contractor or sub-contractor; or
 - (c) as an employee of a contractor or sub-contractor; or
 - (d) as an employee of a labour hire company who has been assigned to work in the person's business or undertaking; or
 - (e) as an outworker; or
 - (f) as an apprentice or trainee; or

- (g) as a student gaining work experience; or
 - (h) as a volunteer; or
 - (i) as a person of a prescribed class.
- (2) The person conducting the business or undertaking is also a *worker* if the person is an individual who carries out work in that business or undertaking.

8 Meaning of *workplace*

- (1) A workplace is a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work.
- (2) In this section, *place* includes:
- (a) vehicle, vessel, aircraft or other mobile structure; and
 - (b) any waters and any installation on land, on the bed of any waters or floating on any waters.

Division 4 Application of Act

9 Act binds the Crown

- (1) This Act binds the Crown in right of this jurisdiction and, in so far as the legislative power of the Parliament of this jurisdiction permits, the Crown in all its other capacities.

Note

See the jurisdictional note in the Appendix.

- (2) The Crown is liable for an offence against this Act.

10 Extra-territorial application

Note

See the jurisdictional note in the Appendix.

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Part 1 Preliminary

11 Scope

Note

See the jurisdictional notes in the Appendix.

Part 2 Health and safety duties

Division 1 Introductory

Subdivision 1 Principles that apply to health and safety duties

12 Principles that apply to duties of care

This Subdivision sets out the principles that apply to all duties that persons have under this Act.

13 Duties not transferrable

A duty cannot be transferred to another person.

14 Person may have more than one duty

A person can have more than one duty by virtue of being in more than one class of duty holder.

15 More than one person can have a duty

- (1) More than one person can concurrently have the same duty.
- (2) Each duty holder must comply with that duty to the standard required by this Act even if another duty holder has the same duty.
- (3) If more than one person has a duty for the same matter, each person:
 - (a) retains responsibility for the person's duty in relation to the matter; and
 - (b) must discharge the person's duty to the extent to which the person has the capacity to influence and control the matter or would have had that capacity but for an agreement or arrangement purporting to limit or remove that capacity.

16 Management of risks

A duty imposed on a person to ensure health or safety requires the person:

- (a) to eliminate risks to health and safety, so far as is reasonably practicable; and
- (b) if it is not reasonably practicable to eliminate risks to health and safety, to minimise those risks so far as is reasonably practicable.

Subdivision 2 What is reasonably practicable

17 What is *reasonably practicable* in ensuring health or safety

In this Act, *reasonably practicable* means that which is, or was, at a particular time reasonably able to be done in relation to ensuring health or safety, taking into account and weighing up all relevant matters including:

- (a) the likelihood of the hazard or the risk concerned occurring; and
- (b) the degree of harm that might result from the hazard or the risk; and
- (c) what the person concerned knows, or ought reasonably to know, about:
 - (i) the hazard or the risk; and
 - (ii) ways of eliminating or minimising the risk; and
- (d) the availability and suitability of ways to eliminate or minimise the risk; and
- (e) after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk,

including whether the cost is grossly disproportionate to the risk.

Division 2 Primary duty of care

18 Primary duty of care

- (1) A person conducting a business or undertaking must ensure, so far as is reasonably practicable, the health and safety of:
 - (a) workers engaged, or caused to be engaged by the person; and
 - (b) workers whose activities in carrying out work are influenced or directed by the person,while the workers are at work in the business or undertaking.
- (2) A person conducting a business or undertaking must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.
- (3) Without limiting subsections (1) and (2), a person conducting a business or undertaking must ensure, so far as is reasonably practicable:
 - (a) the provision and maintenance of a work environment without risks to health or safety; and
 - (b) the provision and maintenance of safe plant and structures; and
 - (c) the provision and maintenance of safe systems of work; and
 - (d) the safe use, handling, storage and transport of plant, structures and substances; and

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Part 2 Health and safety duties

- (e) the provision of adequate facilities for the welfare at work of workers in carrying out work for the business or undertaking, including ensuring access to those facilities; and
 - (f) the provision of any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking; and
 - (g) that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business or undertaking.
- (4) If:
- (a) a worker occupies residential premises that are owned by or under the management or control of the person conducting the business or undertaking; and
 - (b) the occupancy is necessary for the purposes of the worker's engagement because other accommodation is not reasonably available,
- the person conducting the business or undertaking must, so far as is reasonably practicable, maintain the premises so that the worker occupying the premises is not exposed to risks to health or safety.
- (5) A self-employed person must ensure, so far as is reasonably practicable, his or her own health and safety while at work.

Note

A self-employed person is also a person conducting a business or undertaking for the purposes of this section.

Division 3 Further duties of persons conducting businesses or undertakings

19 Duty of persons conducting businesses or undertakings that include management or control of workplaces

- (1) In this section, *person with management or control of a workplace* means a person conducting a business or undertaking to the extent that the business or undertaking involves the management or control, in whole or in part, of the workplace but does not include:
- (a) the occupier of a residence, unless the residence is occupied for the purposes, or as part of, the conduct of a business or undertaking; or
 - (b) a prescribed person.
- (2) The person with management or control of a workplace must ensure, so far as is reasonably practicable, that the workplace, the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health or safety of any person.

20 Duty of persons conducting businesses or undertakings that include management or control of fixtures, fittings or plant at workplaces

- (1) In this section, *person with management or control of fixtures, fittings or plant at a workplace* means a person conducting a business or undertaking to the extent that the business or undertaking includes the management or control of fixtures, fittings or plant, in whole or in part, at a workplace, but does not include:
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- (a) the occupier of a residence, unless the residence is occupied for the purposes, or as part of, the conduct of a business or undertaking; or
 - (b) a prescribed person.
- (2) The person with management or control of fixtures, fittings or plant at a workplace must ensure, so far as is reasonably practicable, that the fixtures, fittings and plant are without risks to the health or safety of any person.

21 Duties of persons conducting businesses or undertakings that design plant, substances or structures

- (1) This section applies to a person (the *designer*) who conducts a business or undertaking that designs:
- (a) plant or a substance that is to be used or could reasonably be expected to be used at a workplace; or
 - (b) a structure that is to be used or could reasonably be expected to be used as, or at, a workplace.
- (2) The designer must ensure, so far as is reasonably practicable, that the plant, substance or structure is designed to be without risks to the health or safety of persons:
- (a) who, at a workplace, use the plant, substance or structure for a purpose for which it was designed; or
 - (b) who handle the substance at a workplace; or
 - (c) who store the plant or substance at a workplace; or
 - (d) who construct the structure at a workplace; or
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- (e) who carry out any reasonably foreseeable activity at a workplace in relation to:
- (i) the manufacture, assembly or use of plant for a purpose for which it was designed, or the proper storage, demolition or disposal of the plant; or
 - (ii) the manufacture or use of the substance for a purpose for which it was designed or the proper handling, storage or disposal of that substance; or
 - (iii) the manufacture, assembly or use of a structure for a purpose for which it was designed or the proper demolition or disposal of the structure; or

Example

Inspection, operation, cleaning, maintenance or repair of plant.

- (f) who are at or in the vicinity of a workplace and who are exposed to plant, a substance or a structure at the workplace or whose health or safety may be affected by a use or activity referred to in paragraph (a), (b), (c), (d) or (e).
- (3) The designer must carry out, or arrange the carrying out of, any calculations, analysis, testing and examination that may be necessary for the performance of the duty imposed by subsection (2).
- (4) The designer must give adequate information to each person who is provided with the design for the purpose of giving effect to it concerning:
- (a) each purpose for which the plant, substance or structure was designed; and
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- (b) the results of any calculations, analysis, testing or examination referred to in subsection (3); and
- (c) any conditions necessary to ensure that the plant, substance or structure is without risks to health or safety when used for a purpose for which it was designed or carrying out any activity referred to in subsection (2)(a) to (e).
- (5) The designer, on request, must, so far as is reasonably practicable, give current relevant information on the matters referred to in subsection (4) to a person who carries out, or is to carry out any of the activities referred to in subsection (2)(a) to (e).

22 Duties of persons conducting businesses or undertakings that manufacture plant, substances or structures

- (1) This section applies to a person (the *manufacturer*) who conducts a business or undertaking that manufactures:
 - (a) plant or a substance that is to be used or could reasonably be expected to be used at a workplace; or
 - (b) a structure that is to be used, or could reasonably be expected to be used as, or at, a workplace.
 - (2) The manufacturer must ensure, so far as is reasonably practicable, that the plant, substance or structure is manufactured to be safe and without risks to the health of persons:
 - (a) who, at a workplace, use the plant, substance or structure for a purpose for which it was manufactured; or
 - (b) who handle the substance at a workplace; or
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- (c) who store the plant or substance at a workplace; or
- (d) who construct the structure at a workplace; or
- (e) who carry out any reasonably foreseeable activity at a workplace in relation to:
 - (i) the assembly and use of the plant for a purpose for which it was designed or the proper storage, demolition or disposal of the plant; or
 - (ii) the use of the substance for a purpose for which it was designed or the proper handling, storage or disposal of the substance; or
 - (iii) the assembly and use of a structure for a purpose for which it was designed or the proper demolition of the structure; or

Example

Inspection, operation, cleaning, maintenance or repair of plant.

- (f) who are at or in the vicinity of a workplace and who are exposed to plant, a substance or structure at the workplace or whose health or safety may be affected by a use or activity referred to in paragraph (a), (b), (c), (d) or (e).
- (3) The manufacturer must carry out, or arrange the carrying out of, any calculations, analysis, testing and examination that may be necessary for the performance of the duty imposed by subsection (2).
 - (4) The manufacturer must give adequate information to each person to whom the manufacturer provides the plant, substance or structure concerning:
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- (a) each purpose for which the plant, substance or structure was manufactured; and
 - (b) the results of any calculations, analysis, testing or examination referred to in subsection (3), including, in relation to substances, any hazardous properties of the substance identified by testing; and
 - (c) any conditions necessary to ensure that the plant, substance or structure is without risks to health or safety when used for a purpose for which it was manufactured or carrying out any activity referred to in subsection (2)(a) to (e).
- (5) The manufacturer, on request, must, so far as is reasonably practicable, give current relevant information on the matters referred to in subsection (4) to a person who carries out, or is to carry out, any of the activities referred to in subsection (2)(a) to (e).

23 Duties of persons conducting businesses or undertakings that import plant, substances or structures

- (1) This section applies to a person (the *importer*) who conducts a business or undertaking that imports:
 - (a) plant or a substance that is to be used or could reasonably be expected to be used at a workplace; or
 - (b) a structure that is to be used, or could reasonably be expected to be used, as, or at, a workplace.
 - (2) The importer must ensure, so far as is reasonably practicable, that the plant, substance or structure is without risks to the health or safety of persons:
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- (a) who, at a workplace, use the plant, substance or structure for a purpose for which it was designed or manufactured; or
- (b) who handle the substance at a workplace; or
- (c) who store the plant or substance at a workplace; or
- (d) who construct the structure at a workplace; or
- (e) who carry out any reasonably foreseeable activity at a workplace in relation to:
 - (i) the assembly or use of plant for a purpose for which it was designed or manufactured or the proper storage, demolition or disposal of the plant; or
 - (ii) the use of a substance for a purpose for which it was designed or manufactured or the proper handling, storage or disposal of the substance; or
 - (iii) the assembly or use of a structure for a purpose for which it was designed or manufactured or the proper demolition of the structure; or

Example

Inspection, operation, cleaning, maintenance or repair of plant.

- (f) who are at or in the vicinity of a workplace and who are exposed to plant, a substance or structure at the workplace or whose health or safety may be affected by a use or activity referred to in paragraph (a), (b), (c), (d) or (e).

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- (3) The importer must:
- (a) carry out, or arrange the carrying out of, any analysis, testing and examination that may be necessary for the performance of the duty imposed by subsection (2); or
 - (b) ensure that the analysis, testing or examination has been carried out.
- (4) The importer must give adequate information to each person to whom the importer provides the plant, substance or structure concerning:
- (a) each purpose for which the plant, substance or structure was designed or manufactured; and
 - (b) the results of any analysis, testing or examination referred to in subsection (3), including, in relation to substances, any hazardous properties of the substance identified by testing; and
 - (c) any conditions necessary to ensure that the plant, substance or structure is safe and without risks to health when used for a purpose for which it was designed or manufactured or carrying out any activity referred to in subsection (2)(a) to (e).
- (5) The importer, on request, must, so far as is reasonably practicable, give current relevant information on the matters referred to in subsection (4) to a person who carries out, or is to carry out, any of the activities referred to in subsection (2)(a) to (e).

24 Duties of persons conducting businesses or undertakings that supply plant, substances or structures

- (1) This section applies to a person (the *supplier*) who conducts a business or undertaking that supplies:
 - (a) plant or a substance that is to be used, or could reasonably be expected to be used, at a workplace; or
 - (b) a structure that is to be used, or could reasonably be expected to be used, as, or at, a workplace
- (2) The supplier must ensure, so far as is reasonably practicable, that the plant, substance or structure is without risks to the health or safety of persons:
 - (a) who, at a workplace, use the plant or substance or structure for a purpose for which it was designed or manufactured; or
 - (b) who handle the substance at a workplace; or
 - (c) who store the plant or substance at a workplace; or
 - (d) who construct the structure at a workplace; or
 - (e) who carry out any reasonably foreseeable activity at a workplace in relation to:
 - (i) the assembly or use of plant for a purpose for which it was designed or manufactured or the proper storage, demolition or disposal of the plant; or
 - (ii) the use of the substance for a purpose for which it was designed or the proper handling, storage or disposal of the substance; or

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- (iii) the assembly or use of the structure for a purpose for which it was designed or the proper demolition of the structure; or

Example

Inspection, storage, operation, cleaning, maintenance or repair of plant.

- (f) who are at or in the vicinity of a workplace and who are exposed to plant, a substance or structure at the workplace or whose health or safety may be affected by a use or activity referred to in paragraph (a), (b), (c), (d) or (e).
- (3) The supplier must:
- (a) carry out, or arrange the carrying out of, any analysis, testing and examination that may be necessary for the performance of the duty imposed by subsection (2); or
 - (b) ensure that the analysis, testing or examination has been carried out.
- (4) The supplier must give adequate information to each person to whom the supplier supplies the plant, substance or structure concerning:
- (a) each purpose for which the plant, substance or structure was designed or manufactured; and
 - (b) the results of any analysis, testing or examination referred to in subsection (3), including, in relation to substances, any hazardous properties of the substance identified by testing; and
 - (c) any conditions necessary to ensure that the plant, substance or structure is without risks to health or safety when used for a purpose for which it was designed or manufactured or
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carrying out any activity referred to in subsection (2)(a) to (e).

- (5) The supplier, on request, must, so far as is reasonably practicable, give current relevant information on the matters referred to in subsection (4) to a person who carries out, or is to carry out, any of the activities referred to in subsection (2)(a) to (e).

25 Duty of persons conducting businesses or undertakings that install, construct or commission plant or structures

- (1) This section applies to a person who conducts a business or undertaking that installs, constructs or commissions plant or a structure that is to be used or could reasonably be expected to be used as, or at, a workplace.
- (2) The person must ensure, so far as is reasonably practicable, that the way in which the plant or structure is installed, constructed or commissioned makes the plant or structure without risks to the health or safety of persons:
- (a) who install or construct the plant or structure at a workplace; or
 - (b) who use the plant or structure at a workplace for a purpose for which it was installed, constructed or commissioned; or
 - (c) who carry out any reasonably foreseeable activity at a workplace in relation to the proper use, decommissioning or dismantling of the plant or structure; or
 - (d) who are at or in the vicinity of a workplace and whose health or safety may be affected by a use or activity referred to in paragraph (a), (b) or (c).
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Division 4 Officers, workers and other persons

26 Duty of officers

- (1) If a body has a duty or obligation under this Act, an officer of that body must exercise due diligence to ensure that the body complies with that duty or obligation.

Maximum penalty:

A penalty not exceeding the maximum penalty fixed for an officer in relation to a contravention of that duty or obligation.

In any other case, a penalty not exceeding the maximum penalty for an individual who fails to comply with that duty or obligation.

- (2) In this section, *due diligence* means to take reasonable steps:
- (a) to acquire and keep up to date knowledge of work health and safety matters; and
 - (b) to gain an understanding of the nature of the operations of the business or undertaking of the body and generally of the hazards and risks associated with those operations; and
 - (c) to ensure that the body has available for use, and uses, appropriate resources and processes to enable hazards associated with the operations of the business or undertaking of the body to be identified and risks associated with those hazards to be eliminated or minimised; and
 - (d) to ensure that the body has appropriate processes for receiving and considering information regarding incidents, hazards and risks and responding in a timely way to that information; and
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- (e) to ensure that the body has, and implements, processes for complying with any duty or obligation of the body under this Act; and

Examples

A body's duties or obligations under this Act may include:

- reporting notifiable incidents.
 - consulting with workers.
 - ensuring compliance with notices issued under this Act.
 - ensuring the provision of training and instruction to workers about work health and safety.
 - ensuring that health and safety representatives receive their entitlements to training.
- (f) to verify the provision and use of the resources and processes referred to in paragraphs (c) to (e).

27 Duties of workers

While at work, a worker must:

- (a) take reasonable care for his or her own health and safety; and
- (b) take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- (c) comply with:
 - (i) any reasonable instruction to comply with this Act given by the person conducting the business or undertaking; or

- (ii) any reasonable policy or procedure of the person conducting the business or undertaking relating to work health or safety that has been notified to workers.

28 Duties of other persons at the workplace

A person at a workplace (whether or not the person has another duty under this Part) must:

- (a) take reasonable care for his or her own health and safety; and
- (b) take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- (c) comply with any reasonable instruction to comply with this Act given by the person conducting the business or undertaking.

Division 5 Offences and penalties

29 Health and safety duty

In this Division, a health and safety duty is a duty imposed under Division 2, 3 or 4.

30 Reckless conduct—Category 1

- (1) A person commits a Category 1 offence if:
 - (a) the person has a health and safety duty; and
 - (b) the person engages in conduct that, without reasonable excuse, exposes an individual to whom that duty is owed to a risk of death or serious injury or illness; and
 - (c) the person is reckless as to the risk of death or serious injury or illness to that individual.

Maximum penalty:

In the case of an offence committed by an individual (other than as a person conducting a business or undertaking or as an officer of

a body corporate)—\$300 000 or 5 years imprisonment or both.

In the case of an offence committed by an individual as a person conducting a business or undertaking or as an officer of a body corporate—\$600 000 or 5 years imprisonment or both.

In the case of an offence committed by a body corporate—\$3 000 000.

- (2) The prosecution bears the burden of proving that the conduct was engaged in without reasonable excuse.

**31 Failure to comply with health and safety duty—
Category 2**

A person commits a Category 2 offence if:

- (a) the person has a health and safety duty; and
- (b) the person fails to comply with the duty; and
- (c) the failure exposes an individual to a risk of death or serious injury or illness.

Maximum penalty:

In the case of an offence committed by an individual (other than as a person conducting a business or undertaking or as an officer of a body corporate)—\$150 000.

In the case of an offence committed by an individual as a person conducting a business or undertaking or as an officer of a body corporate—\$300 000.

In the case of an offence committed by a body corporate—\$1 500 000.

**32 Failure to comply with health and safety duty—
Category 3**

A person commits a Category 3 offence if:

- (a) the person has a health and safety duty; and
- (b) the person fails to comply with the duty.

Maximum penalty:

In the case of an offence committed by an individual (other than as a person conducting a business or undertaking or as an officer of a body corporate)—\$50 000.

In the case of an offence committed by an individual as a person conducting a business or undertaking or as an officer of a body corporate—\$100 000.

In the case of an offence committed by a body corporate—\$500 000.

Note

See the jurisdictional note in the Appendix.

33 Exception for volunteers

A volunteer does not commit an offence under this Division for a failure to comply with a health or safety duty, except a duty under section 27 or 28.

Note

See section 244 for exception in relation to elected members of local authorities.

Part 3 Incident notification

34 What is a notifiable incident

In this Act, *notifiable incident* means:

- (a) the death of a person; or
- (b) a serious injury or illness of a person; or
- (c) a dangerous incident.

35 What is a serious injury or illness

In this Act, *serious injury or illness* of a person means an injury or illness requiring the person to have:

- (a) immediate treatment as an in-patient in a hospital; or
 - (b) immediate medical treatment for:
 - (i) the amputation of any part of his or her body; or
 - (ii) a serious head injury; or
 - (iii) a serious eye injury; or
 - (iv) a serious burn; or
 - (v) the separation of his or her skin from an underlying tissue (such as de-gloving or scalping); or
 - (vi) a spinal injury; or
 - (vii) the loss of a bodily function; or
 - (viii) serious lacerations; or
 - (c) medical treatment within 48 hours of exposure to a substance; or
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(d) any other injury or illness prescribed by the regulations,

but does not include an illness or injury of a prescribed kind.

36 What is a dangerous incident

In this Division, a *dangerous incident* is an incident in relation to a workplace that exposes a worker or any other person to a serious risk to a person's health or safety emanating from an immediate or imminent exposure to:

- (a) an uncontrolled escape, spillage or leakage of a hazardous or potentially hazardous substance; or
 - (b) an uncontrolled implosion, explosion or fire; or
 - (c) an uncontrolled escape of gas or steam; or
 - (d) an uncontrolled escape of a pressurised substance; or
 - (e) electric shock; or
 - (f) the fall or release from a height of any plant, substance or object; or
 - (g) the collapse, overturning, failure or malfunction of, or damage to, any plant that is required to be authorised for use in accordance with the regulations; or
 - (h) the collapse or partial collapse of a structure; or
 - (i) the collapse or failure of an excavation or of any shoring supporting an excavation; or
 - (j) the inrush of water, mud or gas in workings, in an underground excavation or tunnel; or
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(k) the interruption of the main system of ventilation in an underground excavation or tunnel; or

(l) any other event prescribed by the regulations,

but does not include an incident of a prescribed kind.

37 Duty to notify of notifiable incidents

(1) A person who conducts a business or undertaking must notify the regulator immediately after becoming aware that a notifiable incident arising out of the conduct of the business or undertaking has occurred.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

(2) The notice must be given in accordance with this section and by the fastest possible means.

Note

See the jurisdictional note in the Appendix.

(3) The notice must be given:

(a) by telephone; or

(b) in writing.

Example

The written notice can be given by facsimile, email or other electronic means.

(4) A person giving notice by telephone must:

(a) give the details of the incident requested by the regulator; and

(b) if required by the regulator, give a written notice of the incident within 48 hours of that requirement being made.

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Part 3 Incident notification

- (5) A written notice must be in a form, or contain the details, approved by the regulator.
- (6) If the regulator receives a notice by telephone and a request for a written notice is not made, the regulator must give the person conducting the business or undertaking:
 - (a) details of the information received; or
 - (b) an acknowledgement of receiving the notice.
- (7) A person conducting a business or undertaking must keep a record of each notifiable incident for at least 5 years from the day that notice of the incident is given to the regulator under this section.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

38 Duty to preserve incident sites

- (1) The person with management or control of a workplace at which a notifiable incident has occurred must ensure so far as is reasonably practicable, or take reasonable steps to ensure, that the site where the incident occurred is not disturbed until an inspector arrives at the site or such earlier time as an inspector directs.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (2) In subsection (1) a reference to a site includes any plant, substance, structure or thing associated with the incident.

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- (3) Subsection (1) does not prevent any action:
- (a) to assist an injured person; or
 - (b) to remove a deceased person; or
 - (c) that is essential to make the site safe or to minimise the risk of a further incident; or
 - (d) that is associated with a police investigation;
or
 - (e) for which an inspector or the regulator has given permission.

Part 4 Authorisations

39 Meaning of *authorised*

In this Part, *authorised* means authorised by a licence, permit, registration or other authority (however described) as required by the regulations.

40 Requirements for authorisation of workplaces

A person must not conduct a business or undertaking at a workplace or direct or allow a worker to carry out work at a workplace if:

- (a) the regulations require the workplace to be authorised; and
- (b) the workplace is not authorised in accordance with the regulations.

Maximum penalty:

In the case of an individual—\$50 000.

In the case of a body corporate—\$250 000.

41 Requirements for authorisation of plant or substance

- (1) A person must not use plant or a substance at a workplace if:

- (a) the regulations require the plant or substance or its design to be authorised; and
- (b) the plant or substance or its design is not authorised in accordance with the regulations.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

- (2) A person who conducts a business or undertaking must not direct or allow a worker to use the plant or substance at a workplace if:
- (a) the regulations require the plant or substance or its design to be authorised; and
 - (b) the plant or substance or its design is not authorised in accordance with the regulations.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

42 Requirements for authorisation of work

- (1) A person must not carry out work at a workplace if:
- (a) the regulations require the work, or class of work, to be carried out by, or on behalf of, a person who is authorised; and
 - (b) the person, or the person on whose behalf the work is carried out, is not authorised in accordance with the regulations.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

- (2) A person who conducts a business or undertaking must not direct or allow a worker to carry out work at a workplace if:
- (a) the regulations require the work, or class of work, to be carried out by, or on behalf of, a person who is authorised; and

- (b) the person, or the person on whose behalf the work is to be carried out, is not authorised in accordance with the regulations.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

43 Requirements for prescribed qualifications or experience

- (1) A person must not carry out work at a workplace if:
 - (a) the regulations require the work, or class of work, to be carried out by, or under the supervision of, a person who has prescribed qualifications or experience; and
 - (b) the person does not have the prescribed qualifications or experience or the work is not carried out under the supervision of a person who has the prescribed qualifications or experience.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

- (2) A person who conducts a business or undertaking must not direct or allow a worker to carry out work at a workplace if:
 - (a) the regulations require the work, or class of work, to be carried out by, or under the supervision of, a person who has prescribed qualifications or experience; and
 - (b) the worker does not have the prescribed qualifications or experience or the work is not carried out under the supervision of a

person who has the prescribed qualifications or experience.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

44 Requirement to comply with conditions of authorisation

A person must comply with the conditions of any authorisation given to that person under the regulations.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

Part 5 Consultation, representation and participation

Division 1 Consultation, co-operation and co-ordination between duty holders

45 Duty to consult with other duty holders

If more than one person has a duty in respect of the same matter under this Act, each person with the duty must, so far as is reasonably practicable, consult, co-operate and co-ordinate activities with all other persons who have a duty in relation to the same matter.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

Division 2 Consultation with workers

46 Duty to consult workers

- (1) The person conducting a business or undertaking must, so far as is reasonably practicable, consult, in accordance with this Division and the regulations, with workers who carry out work for the business or undertaking who are, or are likely to be, directly affected by a matter relating to health or safety at work.

Maximum penalty:

In the case of an individual—\$20 000.

In the case of a body corporate—\$100 000.

- (2) If the person conducting the business or undertaking and the workers have agreed to procedures for consultation, the consultation must be in accordance with those procedures.
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- (3) The agreed procedures must not be inconsistent with section 47.

47 Nature of consultation

- (1) Consultation under this Division requires:
- (a) that relevant information about the matter is shared with the workers; and
 - (b) that workers be given a reasonable opportunity:
 - (i) to express their views and to raise work health and safety issues in relation to the matter; and
 - (ii) to contribute to the decision-making process relating to the matter; and
 - (c) that the views of workers are taken into account by the person conducting the business or undertaking; and
 - (d) that the workers consulted are advised of the outcome of the consultation in a timely manner.
- (2) If the workers are represented by a health and safety representative, the consultation must involve that representative.

48 When consultation is required

Consultation under this Division is required in respect of the following health and safety matters:

- (a) when identifying hazards and assessing risks arising from the work carried out or to be carried out by the business or undertaking;
 - (b) when making decisions about ways to eliminate or minimise those risks;
 - (c) when making decisions about the adequacy of facilities for the welfare of workers;
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- (d) when proposing changes that may affect the health or safety of workers;
- (e) when making decisions about the procedures for:
 - (i) resolving health or safety issues; or
 - (ii) monitoring the health of workers; or
 - (iii) monitoring the conditions at any workplace under the management or control of the person conducting the business or undertaking; or
 - (iv) the provision of information and training for workers; or
 - (v) consultation with workers;
- (f) when carrying out any other activity prescribed by the regulations for the purposes of this section.

Division 3 Health and safety representatives

Subdivision 1 Request for election of health and safety representatives

49 Request for election of health and safety representative

A worker who carries out work for a business or undertaking may ask the person conducting the business or undertaking to facilitate the conduct of an election for one or more health and safety representatives to represent workers who carry out work for the business or undertaking.

Subdivision 2 Determination of work groups

50 Determination of work groups

- (1) If a request is made under section 49, the person conducting the business or undertaking must facilitate the determination of one or more work groups of workers.
- (2) The purpose of determining a work group is to facilitate the representation of workers in the work group by one or more health and safety representatives.
- (3) A work group may be determined for workers at one or more workplaces.

51 Negotiations for agreement for work group

- (1) A work group is to be determined by negotiation and agreement between:
 - (a) a person conducting the business or undertaking; and
 - (b) the workers who will form the work group or their representatives.
 - (2) The person conducting the business or undertaking must take all reasonable steps to commence negotiations with the workers within 14 days after a request is made under section 49.
 - (3) The purpose of the negotiations is to determine:
 - (a) the number and composition of work groups to be represented by health and safety representatives; and
 - (b) the number of health and safety representatives and deputy health and safety representatives (if any) to be elected; and
 - (c) the workplace or workplaces to which the work groups will apply; and
-

(d) the businesses or undertakings to which the work groups will apply.

- (4) The person conducting the business or undertaking must, if asked by a worker, negotiate with the worker's representative in negotiations under this section and must not exclude the representative from those negotiations.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (5) The regulations may prescribe the matters that must be taken into account in negotiations for and determination of work groups and variations of work groups.

52 Notice to workers

The person conducting a business or undertaking involved in negotiations to determine a work group must, as soon as practicable after the negotiations are completed, notify the workers of the outcome of the negotiations and of any work groups determined by agreement.

Maximum penalty:

In the case of an individual—\$2 000.

In the case of a body corporate—\$10 000.

53 Failure of negotiations

- (1) If there is a failure of negotiations, any person who is or would be a party to the negotiations may ask the regulator to appoint an inspector for the purposes of this section.

- (2) An inspector appointed under subsection (1) may decide:
 - (a) the matters referred to in section 51(3); or
 - (b) that work groups should not be determined.
- (3) For the purposes of this section, there is a failure of negotiations if:
 - (a) the person conducting the business or undertaking has not taken all reasonable steps to commence negotiations with the workers and negotiations have not commenced within 14 days after a request is made under section 49; or
 - (b) agreement cannot be reached on a matter relating to the determination of a work group within a reasonable time after negotiations commence.
- (4) A decision under this section is taken to be an agreement under section 51.

Subdivision 3 Multiple-business work groups

54 Determination of work groups of multiple businesses

- (1) Work groups may be determined for workers carrying out work for one or more persons conducting businesses or undertakings at one or more workplaces.
- (2) The particulars of the work groups are to be determined by negotiation and agreement, in accordance with section 55, between each of the persons conducting the businesses or undertakings and the workers.

- (3) The determination of one or more work groups under this Subdivision does not:
 - (a) prevent the determination under this Subdivision or Subdivision 2 of any other work group of the workers concerned; or
 - (b) affect any work groups of those workers that have already been determined under this Subdivision or Subdivision 2.

55 Negotiation of agreement for work groups of multiple businesses

- (1) Negotiations concerning work groups under this Subdivision must be directed only at the following:
 - (a) the number and composition of work groups to be represented by health and safety representatives;
 - (b) the number of health and safety representatives and deputy health and safety representatives (if any) for each work group;
 - (c) the workplace or workplaces to which the work groups will apply;
 - (d) the businesses or undertakings to which the work groups will apply.
- (2) The persons conducting the businesses or undertakings must, if asked by a worker, negotiate with the worker's representative in negotiations under this section and must not exclude the representative from those negotiations.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (3) If agreement cannot be reached on a matter relating to the determination of a work group within a reasonable time after negotiations commence under this Subdivision, any party to the negotiations may ask the regulator to appoint an inspector to assist the negotiations in relation to that matter.
- (4) The regulations may prescribe the matters that must be taken into account in negotiations for and determination of work groups and variations of work groups.

56 Notice to workers

The persons conducting the businesses or undertakings involved in negotiations to determine a work group must, as soon as practicable after the negotiations are completed, notify the workers of the outcome of the negotiations and of any work groups determined by agreement.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

57 Withdrawal from negotiations or agreement involving multiple employers

- (1) A party to a negotiation for an agreement, or to an agreement, concerning a work group under this Subdivision may withdraw from the negotiation or agreement at any time by giving reasonable notice (in writing) to the other parties.
- (2) If a party withdraws from an agreement concerning a work group under this Subdivision:
 - (a) the other parties must negotiate a variation to the agreement in accordance with section 55; and

- (b) the withdrawal does not affect the validity of the agreement between the other parties in the meantime.

58 Effect of Subdivision on other arrangements

To avoid doubt, nothing in this Subdivision affects the capacity of two or more persons conducting business or undertakings and their workers to enter into other agreements or make other arrangements, in addition to complying with this Part, concerning the representation of those workers.

Subdivision 4 Election of health and safety representatives

59 Eligibility to be elected

A person is:

- (a) eligible to be elected as a health and safety representative for a work group only if he or she is a member of that work group; and
- (b) not eligible to be elected as a health and safety representative if he or she is disqualified under section 64 from being a health and safety representative.

60 Procedure for election of health and safety representatives

- (1) The workers in a work group may determine how an election of a health and safety representative for the work group is to be conducted.
 - (2) However, an election must comply with the procedures (if any) prescribed by the regulations.
 - (3) If a majority of the workers in a work group so determine, the election may be conducted with the assistance of a union or other person or organisation.
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- (4) The person conducting the business or undertaking to which the work group relates must provide any resources, facilities and assistance that are reasonably necessary or are prescribed by the regulations to enable elections to be conducted.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

61 Eligibility to vote

- (1) A health and safety representative for a work group is to be elected by members of that work group.
- (2) All workers in a workgroup are entitled to vote for the election of a health and safety representative for that work group.

62 When election not required

If the number of candidates for election as a health and safety representative for a work group equals the number of vacancies, the election need not be conducted and each candidate is to be taken to have been elected as a health and safety representative for the work group.

63 Term of office of health and safety representative

- (1) A health and safety representative for a work group holds office for 3 years.
- (2) However a person ceases to hold office as a health and safety representative for a work group if:
- (a) the person resigns as a health and safety representative for the work group by written notice given to the person conducting the relevant business or undertaking; or

- (b) the person ceases to be a worker in the work group for which he or she was elected as a health and safety representative; or
 - (c) the person is disqualified under section 64 from acting as a health and safety representative; or
 - (d) the person is removed from that position by a majority of the members of the work group in accordance with the regulations.
- (3) A health and safety representative is eligible for re-election.

64 Disqualification of health and safety representatives

- (1) An application may be made to the designated court or tribunal to disqualify a health and safety representative on the ground that the representative has:
- (a) exercised a power or performed a function as a health and safety representative for an improper purpose; or
 - (b) used or disclosed any information he or she acquired as a health and safety representative for a purpose other than in connection with the role of health and safety representative.
- (2) The following persons may make an application under this section:
- (a) any person adversely affected by:
 - (i) the exercise of a power or the performance of a function referred to in subsection (1)(a); or
 - (ii) the use or disclosure of information referred to in subsection (1)(b);
 - (b) the regulator.
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- (3) If the designated court or tribunal is satisfied that a ground in subsection (1) is made out, the designated court or tribunal may disqualify the health and safety representative.

65 Immunity of health and safety representatives

A health and safety representative is not personally liable for anything done or omitted to be done in good faith:

- (a) in exercising a power or performing a function under this Act; or
- (b) in the reasonable belief that the act or omission was in the exercise of a power or the performance of a function under this Act.

66 Deputy health and safety representatives

- (1) Each deputy health and safety representative for a work group is to be elected in the same way as a health and safety representative for the work group.
 - (2) If the health and safety representative for a work group ceases to hold office or is unable (because of absence or any other reason) to exercise the powers or perform the functions of a health and safety representative under this Act:
 - (a) the powers and functions may be exercised or performed by a deputy health and safety representative for the work group; and
 - (b) this Act applies in relation to the deputy health and safety representative accordingly.
 - (3) Sections 63, 64, 65 and 71 apply to deputy health and safety representatives in the same way as they apply to health and safety representatives.
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Subdivision 5 Powers and functions of health and safety representatives

67 Powers and functions of health and safety representatives

- (1) The powers and functions of a health and safety representative for a work group are:
 - (a) to represent the workers in the work group in matters relating to health and safety at work; and
 - (b) to monitor the measures taken by the person conducting the relevant business or undertaking or that person's representative in compliance with this Act in relation to workers in the work group; and
 - (c) to investigate complaints from members of the work group relating to work health and safety; and
 - (d) to inquire into anything that appears to be a risk to the health or safety of workers in the work group, arising from the conduct of the business or undertaking.
- (2) In exercising a power or performing a function, the health and safety representative may:
 - (a) inspect the workplace or any part of the workplace at which a worker in the work group works:
 - (i) at any time after giving reasonable notice to the person conducting the business or undertaking at that workplace; and

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- (ii) immediately in the event of an incident or any situation involving a serious risk to the health or safety of a person emanating from an immediate or imminent exposure to a hazard; and
 - (b) accompany an inspector during an inspection of the workplace or part of the workplace at which a worker in the work group works; and
 - (c) with the consent of a worker that the health and safety representative represents, be present at an interview concerning work health and safety between the worker and:
 - (i) an inspector; or
 - (ii) the person conducting the business or undertaking at that workplace or the person's representative; and
 - (d) with the consent of one or more workers that the health and safety representative represents, be present at an interview concerning work health and safety between a group of workers, which includes the workers who gave the consent, and:
 - (i) an inspector; or
 - (ii) the person conducting the business or undertaking at that workplace or the person's representative; and
 - (e) request the establishment of a health and safety committee; and
 - (f) receive information concerning the work health and safety of workers in the work group; and
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- (g) whenever necessary, request the assistance of any person.

Note

A health and safety representative also has a power under Division 6 of this Part to direct work to cease in certain circumstances and under Division 7 of this Part to issue provisional improvement notices.

- (3) Despite subsection (2)(f), a health and safety representative is not entitled to have access to any personal or medical information concerning a worker without the worker's consent unless the information is in a form:
 - (a) that does not identify the worker; or
 - (b) that could not reasonably be expected to lead to the identification of the worker.
- (4) Nothing in this Act imposes or is taken to impose a duty on a health and safety representative in that capacity.

68 Powers and functions generally limited to the particular work group

- (1) A health and safety representative for a work group may exercise powers and perform functions under this Act only in respect of matters that affect, or may affect, workers in that group.
- (2) Subsection (1) does not apply if:
 - (a) there is a serious risk to health or safety emanating from an immediate or imminent exposure to a hazard that affects or may affect a member of another work group; or
 - (b) a member of another work group asks for the representative's assistance,

and the health and safety representative (and any deputy health and safety representative) for that other work group is found, after reasonable inquiry, to be unavailable.

- (3) In this section, *another work group* means another work group of workers carrying out work for a business or undertaking to which the work group that the health and safety representative represents relates.

Subdivision 6 Obligations of person conducting business or undertaking to health and safety representatives

69 General obligations of person conducting business or undertaking

- (1) The person conducting a business or undertaking must:
- (a) consult, so far as is reasonably practicable, on work health and safety matters with any health and safety representative for a work group of workers carrying out work for the business or undertaking; and
 - (b) confer with a health and safety representative for a work group, whenever reasonably requested by the representative, for the purpose of ensuring the health or safety of the workers in the work group; and
 - (c) allow any health and safety representative for the work group to have access to information that the person has relating to:
 - (i) hazards (including associated risks) at the workplace affecting workers in the work group; and
 - (ii) the health and safety of the workers in the work group; and

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- (d) with the consent of a worker that the health and safety representative represents, be present at an interview concerning work health and safety between the worker and:
 - (i) an inspector; or
 - (ii) the person conducting the business or undertaking at that workplace or the person's representative; and
 - (e) with the consent of one or more workers that the health and safety representative represents, be present at an interview concerning work health and safety between a group of workers, which includes the workers who gave the consent, and:
 - (i) an inspector; or
 - (ii) the person conducting the business or undertaking at that workplace or the person's representative; and
 - (f) provide any resources, facilities and assistance to a health and safety representative for the work group that are reasonably necessary or prescribed by the regulations to enable the representative to exercise his or her powers or perform his or her functions under this Act; and
 - (g) allow a person assisting a health and safety representative for the work group to have access to the workplace if that is necessary to enable the assistance to be provided; and
 - (h) permit a health and safety representative for the work group to accompany an inspector during an inspection of any part of the workplace where a worker in the work group works; and
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- (i) provide any other assistance to the health and safety representative for the work group that may be required by the regulations.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (2) The person conducting a business or undertaking must allow a health and safety representative to spend such time as is reasonably necessary to exercise his or her powers and perform his or her functions under this Act.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (3) Any time that a health and safety representative spends for the purposes of exercising his or her powers or performing his or her functions under this Act must be with such pay as he or she would otherwise be entitled to receive for performing his or her normal duties during that period.

70 Exceptions from obligations under section 69(1)

- (1) Despite section 69(1), the person conducting a business or undertaking must not allow a health and safety representative to have access to any personal or medical information concerning a worker without the worker's consent unless the information is in a form:
 - (a) that does not identify the worker; or

- (b) that could not reasonably be expected to lead to the identification of the worker.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (2) Despite section 69(1), the person conducting a business or undertaking is not required to give financial assistance to a health and safety representative for the purpose of the assistance referred to in section 69(1)(g).
 - (3) Despite section 69(1), the person conducting a business or undertaking is not required to allow a person assisting a health and safety representative for a work group to have access to the workplace if:
 - (a) the assistant has had his or her WHS entry permit revoked; or
 - (b) during any period that the assistant's WHS entry permit is suspended or the assistant is disqualified from holding a WHS entry permit.
 - (4) Despite section 69(1), the person conducting a business or undertaking may refuse on reasonable grounds to grant access to the workplace to a person assisting a health and safety representative for a work group.
 - (5) If access is refused to a person assisting a health and safety representative under subsection (4), the health and safety representative may ask the regulator to appoint an inspector to assist in resolving the matter.
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71 Obligation to train health and safety representatives

- (1) A person conducting the business or undertaking must, if requested by a health and safety representative for a work group, allow the health and safety representative to attend a course of training in work health and safety.
- (2) The course of training must be:
 - (a) approved by the regulator; and
 - (b) a course that the health and safety representative is entitled under the regulations to attend; and
 - (c) subject to subsection (6), chosen by the health and safety representative, in consultation with the person conducting the business or undertaking.
- (3) The person conducting the business or undertaking must:
 - (a) as soon as practicable within the period of 3 months after the request is made, allow the health and safety representative time off work to attend the course of training; and
 - (b) pay the course fees and any other reasonable costs associated with the health and safety representative's attendance at the course of training.
- (4) If:
 - (a) a health and safety representative represents a work group of the workers of more than one business or undertaking; and

- (b) the person conducting any of those businesses or undertakings has complied with this section in respect of the representative,

each of the persons conducting those businesses or undertakings is to be taken to have complied with this section in respect of the representative.

- (5) Any time that a health and safety representative is given off work to attend the course of training must be with such pay as he or she would otherwise be entitled to receive for performing his or her normal duties during that period.
- (6) If agreement cannot be reached between the person conducting the business or undertaking and the health and safety representative within the time required by subsection (3) as to the matters set out in subsections (2)(c) and (3), either party may ask the regulator to appoint an inspector to determine the matter.
- (7) The inspector may determine the matter in accordance with this section.
- (8) A person conducting a business or undertaking must allow a health and safety representative to attend a course determined by the inspector and pay the costs determined by the inspector under subsection (7).

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

72 Obligation to share costs if multiple businesses or undertakings

- (1) If a health and safety representative, or deputy health and safety representative (if any), represents a work group of the workers carrying
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out work for two or more persons conducting businesses or undertakings:

- (a) the costs of the representative exercising powers under this Act; and
 - (b) the costs mentioned in section 71(3)(b), for which any of the persons conducting those businesses or undertakings are liable must be apportioned equally between each of those persons unless they agree otherwise.
- (2) An agreement to apportion the costs in another way may be varied at any time by negotiation and agreement between each of the persons conducting the businesses or undertakings.

73 List of health and safety representatives

- (1) A person conducting a business or undertaking must ensure that:
- (a) a list of each health and safety representative and deputy health and safety representative (if any) for each work group of workers carrying out work for the business or undertaking is prepared and kept up to date; and
 - (b) a copy of the list is displayed in a prominent place:
 - (i) at the principal place of business of the business or undertaking; and
 - (ii) at any other workplace that is appropriate taking into account the constitution of the relevant work group or work groups.

Maximum penalty:

In the case of an individual—\$2 000.

In the case of a body corporate—\$10 000.

- (2) A person conducting a business or undertaking must provide a copy of the up-to-date list prepared under subsection (1) to the regulator as soon as practicable after it is prepared.

Division 4 Health and safety committees

74 Health and safety committees

- (1) The person conducting a business or undertaking at a workplace must establish a health and safety committee for the business or undertaking or part of the business or undertaking:
- (a) within 2 months after being requested to do so by:
 - (i) a health and safety representative for a work group of workers working at that workplace; or
 - (ii) five or more workers at that workplace; or
 - (b) if required by the regulations to do so.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

- (2) A person conducting a business or undertaking at a workplace may establish a health and safety committee for the workplace or part of the workplace on the person's own initiative.

Note

If a health and safety committee is not required to be established, other consultation procedures can be established for a workplace—see Division 2 of this Part.

75 Constitution of committee

- (1) Subject to subsections (2) to (4), the constitution of a health and safety committee may be agreed between the person conducting the business or undertaking and the workers at the workplace.
- (2) If there is a health and safety representative at a workplace, that representative, if he or she consents, is a member of the committee.
- (3) If there are 2 or more health and safety representatives at a workplace, those representatives may choose one or more of their number (who consent) to be members of the committee.
- (4) At least half of the members of the committee must be workers who are not nominated by the person conducting the business or undertaking.
- (5) If agreement is not reached under this section within a reasonable time, any party may ask the regulator to appoint an inspector to determine the matter.
- (6) An inspector appointed on an application under subsection (5) may decide the constitution of the health and safety committee or that the committee should not be established.
- (7) A decision of an inspector under this section is taken to be an agreement under this section between the parties.

76 Functions of committee

The functions of a health and safety committee are:

- (a) to facilitate co-operation between the person conducting a business or undertaking and workers in instigating, developing and carrying out measures designed to ensure the workers' health and safety at work; and
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- (b) to assist in developing standards, rules and procedures relating to health and safety that are to be followed or complied with at the workplace; and
- (c) such other functions as are prescribed by the regulations or agreed between the person conducting the business or undertaking and the committee.

77 Meetings of committee

A health and safety committee must meet:

- (a) at least once every 3 months; and
- (b) at any reasonable time at the request of at least half of the members of the committee.

78 Duties of person conducting business or undertaking

- (1) The person conducting a business or undertaking must allow each member of the health and safety committee to spend such time as is reasonably necessary to attend meetings of the committee or to carry out functions as a member of the committee.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (2) Any time that a member of a health and safety committee spends for the purposes set out in subsection (1) must be with such pay as he or she would otherwise be entitled to receive for performing his or her normal duties during that period.
- (3) The person conducting a business or undertaking must allow the health and safety committee for a workplace to have access to information that the person has relating to:

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- (a) hazards (including associated risks) at the workplace; and
- (b) the health and safety of the workers at the workplace.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (4) Despite subsection (3), the person conducting a business or undertaking must not allow the health and safety committee to have access to any personal or medical information concerning a worker without the worker's consent unless the information is in a form:

- (a) that does not identify the worker; and
- (b) that could not reasonably be expected to lead to the identification of the worker.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

Division 5 Issue resolution

79 Parties to an issue

- (1) In this Division, *parties*, in relation to an issue, means:
 - (a) the person conducting the business or undertaking or the person's representative; and
 - (b) if the issue involves more than one business or undertaking, the person conducting each business or undertaking or the person's representative; and

- (c) if the worker or workers affected by the issue are in a work group, the health and safety representative for that work group or his or her representative; and
 - (d) if the worker or workers affected by the issue are not in a work group, the worker or workers or their representative.
- (2) A person conducting a business or undertaking must ensure that the person's representative (if any) for the purposes of this Division:
- (a) is not a health and safety representative; and
 - (b) has an appropriate level of seniority, and is sufficiently competent, to act as the person's representative.

80 Resolution of health and safety issues

- (1) This section applies if a matter about work health and safety arises at a workplace or from the conduct of a business or undertaking and the matter is not resolved after discussion between the parties to the issue.
- (2) The parties must make reasonable efforts to achieve a timely, final and effective resolution of the issue in accordance with the relevant agreed procedure, or if there is no agreed procedure, the default procedure prescribed in the regulations.
- (3) A representative of a party to an issue may enter the workplace for the purpose of attending discussions with a view to resolving the issue.

81 Referral of issue to regulator for resolution by inspector

- (1) This section applies if an issue has not been resolved after reasonable efforts have been made to achieve an effective resolution of the issue.

- (2) A party to the issue may ask the regulator to appoint an inspector to attend the workplace to assist in resolving the issue.
- (3) A request to the regulator under this section does not prevent:
 - (a) a worker from exercising the right under Division 6 to cease work; or
 - (b) a health and safety representative from issuing a provisional improvement notice or a direction under Division 6 to cease work.
- (4) On attending a workplace under this section, an inspector may exercise any of the inspector's compliance powers under this Act in relation to the workplace.

Division 6 Right to cease or direct cessation of unsafe work

82 Definition of cease work under this Division

In this Division, *cease work under this Division* means:

- (a) to cease, or refuse, to carry out work under section 83; or
- (b) to cease work on a direction under section 84.

83 Right of worker to cease unsafe work

A worker may cease work if the worker has a reasonable concern that to carry out the work would expose the worker to a serious risk to the worker's health or safety, emanating from an immediate or imminent exposure to a hazard.

84 Health and safety representative may direct that unsafe work cease

- (1) A health and safety representative may direct a worker who is in a work group represented by the representative to cease work that the representative has a reasonable concern that to carry out the work would expose the worker to a serious risk to the worker's health or safety, emanating from an immediate or imminent exposure to a hazard.
- (2) However, the health and safety representative must not give a worker a direction to cease work unless the matter is not resolved after:
 - (a) consulting about the matter with the person conducting the business or undertaking for whom the workers are carrying out work; and
 - (b) attempting to resolve the issue under Division 5.
- (3) The health and safety representative may direct the worker to cease work without carrying out that consultation or attempting to resolve the issue if the risk is so serious and immediate or imminent that it is not reasonable to consult before giving the direction.
- (4) The health and safety representative must carry out the consultation as soon as possible after giving a direction under subsection (3).
- (5) A health and safety representative cannot give a direction under this section unless the representative has undertaken the training referred to in section 71.

85 Worker to notify if ceases work

A worker who ceases work under this Division must:

- (a) as soon as possible, notify the person conducting the business or undertaking that the worker has ceased work under this Division; and
- (b) remain available to carry out suitable alternative work.

86 Alternative work

If a worker ceases work under this Division, the person conducting the business or undertaking may direct the worker to carry out suitable alternative work at the same or another workplace if that work is safe and appropriate for the worker to carry out until the worker can resume normal duties.

87 Continuity of engagement of worker

- (1) This section applies if a worker ceases work under this Division.
- (2) That action does not affect the continuity of engagement of the worker for prescribed purposes if the worker has not unreasonably failed to comply with a direction to carry out other available work:
 - (a) at the same or another workplace; and
 - (b) that was safe and appropriate for the worker to carry out.

88 Request to regulator to appoint inspector to assist

The health and safety representative or the person conducting the business or undertaking or the worker may ask the regulator to appoint an inspector to attend the workplace to assist in

resolving an issue arising in relation to the cessation of work.

Note

The issue resolution procedures in Division 5 can also be used to resolve an issue arising in relation to the cessation of work.

Division 7 Provisional improvement notices

89 Provisional improvement notices

- (1) This section applies if a health and safety representative reasonably believes that a person:
 - (a) is contravening a provision of this Act; or
 - (b) has contravened such a provision in circumstances that make it likely that the contravention will continue or be repeated.
 - (2) The health and safety representative may issue a provisional improvement notice requiring the person to:
 - (a) remedy the contravention; or
 - (b) prevent a likely contravention from occurring; or
 - (c) remedy the things or operations causing the contravention or likely contravention.
 - (3) However, the health and safety representative must not issue a provisional improvement notice to a person unless he or she has first consulted the person.
 - (4) A health and safety representative must not issue a provisional improvement notice unless the representative has:
 - (a) undertaken the training referred to in section 71; or
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- (b) has previously undertaken that training when acting as a health and safety representative for another work group; or
 - (c) has undertaken training equivalent to that training under a corresponding WHS law.
- (5) A health and safety representative must not issue a provisional improvement notice in respect of a matter if an inspector has already issued (or decided not to issue) an improvement notice or prohibition notice in respect of the matter.

90 Provisional improvement notice to be in writing

A provisional improvement notice must be in writing.

91 Contents of provisional improvement notice

A provisional improvement notice must state:

- (a) that the health and safety representative believes the person:
 - (i) is contravening a provision of this Act; or
 - (ii) has contravened a provision in circumstances that make it likely that the contravention will continue or be repeated; and
 - (b) the provision the representative believes is being, or has been, contravened; and
 - (c) briefly, how the provision is being, or has been contravened; and
 - (d) the day, at least 8 days after the notice is issued, by which the person is required to remedy the contravention or likely contravention.
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92 Provisional improvement notice may give directions to remedy contravention

- (1) A provisional improvement notice may include directions concerning the measures to be taken to remedy the contravention or prevent the likely contravention or the matters or activities causing the contravention or likely contravention to which the notice relates.
- (2) A direction included in a provisional improvement notice may:
 - (a) refer to a code of practice; and
 - (b) offer the person to whom it is issued a choice of ways in which to remedy the contravention.

93 Minor changes to provisional improvement notice

A health and safety representative may make minor changes to a provisional improvement notice:

- (a) for clarification; or
- (b) to correct errors or references; or
- (c) to reflect changes of address or other circumstances.

94 Service of provisional improvement notice

A provisional improvement notice may be issued to a person in accordance with section 208.

95 Health and safety representative may cancel notice

The health and safety representative may at any time cancel a provisional improvement notice issued to a person by written notice given to that person.

96 Display of provisional improvement notice

- (1) A person to whom a provisional improvement notice is issued must as soon as possible display a copy of the notice in a prominent place at or near the workplace, or part of the workplace, at which work is being carried out that is affected by the notice.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

- (2) A person must not intentionally remove, destroy, damage or deface a notice displayed under subsection (1) during the period that the notice is in force.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

97 Formal irregularities or defects in notice

A provisional improvement notice is not invalid merely because of:

- (a) a formal defect or irregularity in the notice unless the defect or irregularity causes or is likely to cause substantial injustice; or
- (b) a failure to use the correct name of the person to whom the notice is issued if the notice sufficiently identifies the person.

98 Offence to contravene a provisional improvement notice

- (1) This section applies if a provisional improvement notice has been issued to a person and an inspector has not been required under section 100 to attend at the workplace.
-

- (2) The person must comply with the provisional improvement notice within the time specified in the notice.

Maximum penalty:

In the case of an individual—\$50 000.

In the case of a body corporate—\$250 000.

99 Request for review of provisional improvement notice

- (1) Within 7 days after a provisional improvement notice is issued to a person:
 - (a) the person to whom it was issued; or
 - (b) if the person is a worker, the person conducting the business or undertaking at the workplace at which the worker works,may ask the regulator to appoint an inspector to review the notice.
- (2) If an application is made under subsection (1), the operation of the provisional improvement notice is stayed until the inspector makes a decision on the review.

100 Regulator to appoint inspector to review notice

- (1) The regulator must ensure that an inspector attends the workplace as soon as possible after a request is made under section 99.
 - (2) The inspector must review the provisional improvement notice and inquire into the circumstances that are the subject of the provisional improvement notice.
 - (3) An inspector may review a provisional improvement notice even if the period for compliance with the notice has expired.
-

101 Decision of inspector on review of provisional improvement notice

- (1) After reviewing the provisional improvement notice, the inspector must:
 - (a) confirm the provisional improvement notice; or
 - (b) confirm the provisional improvement notice with modifications; or
 - (c) cancel the provisional improvement notice.
- (2) The inspector must give a copy of his or her decision to:
 - (a) the applicant for the review of the provisional improvement notice; and
 - (b) the health and safety representative who issued the notice.
- (3) A provisional improvement notice that is confirmed (with or without modifications) by an inspector is taken to be an improvement notice issued by the inspector under this Act.

Division 8 Part not to apply to prisoners

102 Part does not apply to prisoners

Nothing in this Part applies to a worker who is a prisoner in custody in a prison or police gaol.

Note

See the jurisdictional note in the Appendix.

Part 6 Discriminatory conduct

Division 1 Prohibition on discrimination

103 Prohibition of discriminatory conduct

- (1) A person must not engage in *discriminatory conduct* for a prohibited reason.

Maximum penalty:

In the case of an individual—\$100 000.

In the case of a body corporate—\$500 000.

- (2) A person commits an offence under subsection (1) only if the reason mentioned in section 105 was the dominant reason for the discriminatory conduct.

104 What is discriminatory conduct

- (1) For the purposes of this Part, a person engages in discriminatory conduct if:
- (a) the person:
 - (i) dismisses a worker; or
 - (ii) terminates a contract for services with a worker; or
 - (iii) puts a worker to their detriment in the engagement of the worker; or
 - (iv) alters the position of a worker to the worker's detriment; or
 - (b) the person:
 - (i) refuses or fails to offer to engage a prospective worker; or

- (ii) treats a prospective worker less favourably than another prospective worker would be treated in offering terms of engagement; or
 - (c) terminates a commercial arrangement with a person; or
 - (d) refuses or fails to enter into a commercial arrangement with a person.
- (2) For the purposes of this Part, a person also engages in discriminatory conduct if the person organises to take any action referred to in subsection (1) or threatens to organise or take that action.

105 What are prohibited reasons

Conduct referred to in section 104 is engaged in for a *prohibited reason* if it is engaged in because the worker or prospective worker or the person referred to in section 104(c) or (d) (as the case requires):

- (a) is, has been or proposes to be a health and safety representative or a member of a health and safety committee; or
 - (b) undertakes, has undertaken or proposes to undertake another role under this Act; or
 - (c) exercises a power or performs a function or has exercised a power or performed a function or proposes to exercise a power or perform a function as a health and safety representative or as a member of a health and safety committee; or
 - (d) exercises, has exercised or proposes to exercise a power under this Act or exercises, has exercised or proposes to exercise a power under this Act in a particular way; or
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- (e) performs, has performed or proposes to perform a function under this Act or performs, has performed or proposes to perform a function under this Act in a particular way; or
 - (f) refrains from, has refrained from or proposes to refrain from exercising a power or performing a function under this Act or refrains from, has refrained from or proposes to refrain from exercising a power or performing a function under this Act in a particular way; or
 - (g) assists or has assisted or proposes to assist, or gives or has given or proposes to give any information to any person exercising a power or performing a function under this Act; or
 - (h) raises or has raised or proposes to raise an issue or concern about work health or safety with the person conducting a business or undertaking, an inspector, a WHS entry permit holder, a health and safety representative, a member of a health and safety committee or another worker or any other person who has a duty under this Act in relation to the matter or any other person exercising a power or performing a function under this Act; or
 - (i) is involved in, has been involved in or proposes to be involved in resolving a work health or safety issue under this Act; or
 - (j) is taking action, has taken action or proposes to take action to seek compliance by any person with any duty or obligation under this Act.
-

106 Prohibition of authorising or assisting discriminatory conduct

A person must not request, instruct, induce, encourage, authorise or assist another person to engage in discriminatory conduct in contravention of section 103.

Maximum penalty:

In the case of an individual—\$100 000.

In the case of a body corporate—\$500 000.

107 Prohibition of coercion or inducement

(1) A person must not organise or take, or threaten to organise or take, any action against another person with intent to coerce or induce the other person, or a third person:

- (a) to exercise or not to exercise a power, or to propose to exercise or not to exercise a power, under this Act; or
- (b) to perform or not to perform a function, or to propose to perform or not to perform a function, under this Act; or
- (c) to exercise or not to exercise the power or perform the function, or to propose to exercise or not to exercise the power or perform the function, in a particular way; or
- (d) to refrain from seeking, or continuing to undertake, a role under this Act.

Maximum penalty:

In the case of an individual—\$100 000.

In the case of a body corporate—\$500 000.

- (2) In this section, a reference to taking action or threatening to take action against a person includes a reference to not taking a particular action or threatening not to take a particular action in relation to that person.
- (3) To avoid doubt, a reasonable direction given by an emergency services worker in an emergency is not an action with intent to coerce or induce a person.

Note

See the jurisdictional note in the Appendix.

108 Misrepresentation

- (1) A person must not knowingly or recklessly make a false or misleading representation to another person about that other person's:
 - (a) rights or obligations under this Act or an instrument made under this Act; or
 - (b) ability to initiate, or participate in, a process or proceedings under this Act or an instrument made under this Act; or
 - (c) ability to make a complaint or inquiry to a person or body empowered under this Act to seek compliance with this Act or an instrument made under this Act.

Maximum penalty:

In the case of an individual—\$100 000.

In the case of a body corporate—\$500 000.

- (2) Subsection (1) does not apply if the person to whom the representation is made would not be expected to rely on it.

Division 2 Criminal proceedings in relation to discriminatory conduct

109 Defendant to prove reason for conduct not dominant

- (1) In proceedings for an offence of contravening section 103 or 106, if all the facts constituting the offence other than the reason for the defendant's conduct are proved, the defendant bears the onus of proving, on the balance of probabilities, that the reason alleged in the charge was not the dominant reason for the conduct.
- (2) To avoid doubt, the burden of proof on the defendant under subsection (1) is a legal burden of proof.

110 Order for damages or reinstatement

If a person is convicted or found guilty of an offence under section 103 or 106, the court may (in addition to imposing a penalty) make either or both of the following orders:

- (a) an order that the offender pay (within a specified period) such compensation to the person who was the subject of the discriminatory conduct as the court considers appropriate;
 - (b) in relation to a person who was or is an employee or prospective employee, an order that:
 - (i) the person be reinstated or re-employed in his or her former position or, if that position is not available, in a similar position; or
 - (ii) the person be employed in the position for which he or she had applied or a similar position.
-

**Division 3 Civil proceedings in relation to
discriminatory conduct**

**111 Civil proceeding in respect of engaging in or
inducing discriminatory conduct**

- (1) An eligible person may apply to the designated court or tribunal for an order under this section.
 - (2) The designated court or tribunal may make one or more of the following orders in relation to a person who has contravened section 103 or 106:
 - (a) an injunction;
 - (b) an order that the person pay (within a specified period) such compensation to the person who was the subject of the discriminatory conduct as the designated court or tribunal considers appropriate;
 - (c) in the case of a contravention of section 103 in relation to a worker who was or is an employee or prospective employee, an order that:
 - (i) the worker be reinstated or re-employed in his or her former position or, if that position is not available, in a similar position; or
 - (ii) the prospective worker be employed in the position for which he or she had applied or a similar position;
 - (d) any other order that the designated court or tribunal considers appropriate.
 - (3) For the purposes of this section, a person may be found to have engaged in discriminatory conduct for a prohibited reason only if a reason mentioned in section 105 was a substantial reason for the conduct.
-

- (4) For the purposes of this section, each of the following is an *eligible person*:
 - (a) a person affected by the contravention;
 - (b) a person authorised as a representative by a person referred to in paragraph (a).
- (5) Nothing in this section is to be construed as limiting any other power of the designated court or tribunal.

112 Procedure for civil actions for discriminatory conduct

- (1) A proceeding brought under section 111 must be commenced not more than 1 year after the date on which the applicant knew or ought to have known that the cause of action accrued.
- (2) In a proceeding under section 111 in respect of a contravention of section 103, if all the facts constituting the alleged discriminatory conduct other than the reason for the defendant's conduct are proved, the defendant bears the onus of proving that the reason alleged in the complaint was not a substantial reason for the conduct.
- (3) It is a defence to a proceeding under section 111 in respect of a contravention of section 103 if the defendant proves that:
 - (a) the conduct was reasonable in the circumstances; and
 - (b) a substantial reason for the conduct was to comply with the requirements of this Act.

Note

See the jurisdictional note in the Appendix.

- (4) To avoid doubt, the burden of proof on the defendant under subsection (3) is a legal burden of proof.

Division 4 General

113 General provisions relating to orders

- (1) The making of an order in a proceeding under section 111 for a contravention of section 103 or 106 does not prevent the bringing of a proceeding for an offence under section 103 or 106 in respect of the same conduct.
- (2) If the designated court or tribunal makes an order under section 111 in a proceeding for a contravention of section 103 or 106, the court cannot make an order under section 110 in a proceeding for an offence under section 103 or 106 in respect of the same conduct.
- (3) If the court makes an order under section 100 in a proceeding for an offence under section 103 or 106, the designated court or tribunal cannot make an order under section 111 in a proceeding for a contravention of section 103 or 106 in respect of the same conduct.

114 Prohibition of multiple actions

- (1) A person may not:
 - (a) commence a proceeding under Division 3 if the person has commenced a proceeding or made an application or complaint in relation to the same matter under another law and that proceeding, application or complaint has not been withdrawn; or
 - (b) recover any compensation under Division 3 if the person has received compensation for the matter under another law; or
 - (c) commence or continue with an application under Division 3 if the person has failed in a proceeding, application or complaint in relation to the same matter under another
-

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law, other than a proceeding, application or complaint relating to workers' compensation.

(2) In this section:

another law means:

- (a) another Act; or
- (b) a law of the Commonwealth; or
- (c) a law of a State.

Note

See the jurisdictional note in the Appendix.

Part 7 Workplace entry by WHS entry permit holders

Note

See the jurisdictional note in the Appendix.

Division 1 Introductory

115 Definitions

In this Part:

official of a union means a person who holds an office in, or is an employee of, the union.

relevant business or undertaking means a business or undertaking in relation to which the WHS entry permit holder is exercising or proposes to exercise the right of entry.

relevant State or Territory industrial law means:

Note

See the jurisdictional note in the Appendix.

relevant union means the union that a WHS entry permit holder represents.

relevant worker, in relation to a workplace, means a worker:

- (a) who is a member, or eligible to be a member, of a relevant union; and
- (b) whose industrial interests the relevant union is entitled to represent; and
- (c) who works at that workplace.

**Division 2 Entry to inquire into suspected
 contraventions**

**116 Right of entry to inquire into suspected
 contraventions**

- (1) A WHS entry permit holder may enter a workplace for the purpose of inquiring into a suspected contravention of this Act that relates to, or affects, a relevant worker.
- (2) The WHS entry permit holder must reasonably suspect before entering the workplace that the contravention has occurred or is occurring.

117 Rights that may be exercised while at workplace

- (1) While at the workplace under this Division, the WHS entry permit holder may do the following in relation to the suspected contravention of this Act:
 - (a) inspect any work system, plant, substance, structure or other thing relevant to the suspected contravention;
 - (b) consult with the relevant workers in relation to the suspected contravention;
 - (c) consult with the person conducting the relevant business or undertaking about the suspected contravention;
 - (d) require the person conducting the relevant business or undertaking to allow the WHS entry permit holder to inspect, and make copies of, any record or document that is directly relevant to the suspected contravention and that:
 - (i) is kept at the workplace; or
 - (ii) is accessible from a computer that is kept at the workplace;

- (e) warn any person whom the WHS entry permit holder reasonably believes to be exposed to a serious risk to his or her health or safety, emanating from an immediate or imminent exposure to a hazard arising from the suspected contravention, of that risk.
- (2) However, the person conducting the business or undertaking is not required under subsection (1)(d) to allow the WHS entry permit holder to inspect a record or document if to do so would contravene a law of the Commonwealth or a law of a State.
- (3) A person conducting a business or undertaking must not, without reasonable excuse, refuse or fail to comply with a requirement under subsection (1)(d).

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (4) Subsection (3) places an evidential burden on the accused to show a reasonable excuse.

Notes

- 1 At least 24 hours notice is required for an entry to a workplace to inspect employee records or documents held by someone other than a person conducting a business or undertaking. See section 119.
- 2 The use or disclosure of personal information obtained under this section is regulated under the *Privacy Act 1988* of the Commonwealth.

118 Notice of entry

- (1) A WHS entry permit holder must, as soon as is reasonably practicable after entering a workplace under this Division, give notice of the entry and the suspected contravention, in accordance with the regulations, to:
-

- (a) the person conducting the relevant business or undertaking; and
 - (b) the person with management or control of the workplace.
- (2) Subsection (1) does not apply if to give the notice would:
- (a) defeat the purpose of the entry to the workplace; or
 - (b) unreasonably delay the WHS entry permit holder in an urgent case.
- (3) Subsection (1) does not apply to an entry to a workplace under this Division to inspect or make copies of records or documents referred to in section 119.

Note

See the jurisdictional note in the Appendix.

119 Notice of entry to inspect employee records or information held by another person

- (1) A WHS entry permit holder may enter a workplace for the purpose of inspecting, or making copies of:
- (a) employee records that are directly relevant to a suspected contravention; or
 - (b) records or documents that are directly relevant to a suspected contravention and that are not held by the person conducting the relevant business or undertaking.
- (2) Before doing so, the WHS entry permit holder must give notice of the proposed entry to the person from whom the records or documents are requested and the person conducting the relevant business or undertaking.

Maximum penalty: \$10 000.

- (3) The notice must comply with the regulations.
- (4) The notice must be given during usual working hours at that workplace at least 24 hours, but not more than 14 days, before the entry.

Note

The use or disclosure of personal information obtained under this section is regulated under the *Privacy Act 1988* of the Commonwealth.

Division 3 Entry to consult and advise workers

120 Entry to consult and advise workers

- (1) A WHS entry permit holder may enter a workplace to consult on work health and safety matters with, and provide advice on those matters to, one or more relevant workers who wish to participate in the discussions.
- (2) A WHS entry permit holder may, after entering a workplace under this Division, warn any person whom the WHS entry permit holder reasonably believes to be exposed to a serious risk to his or her health or safety, emanating from an immediate or imminent exposure to a hazard, of that risk.

121 Notice of entry

- (1) Before entering a workplace under this Division, a WHS entry permit holder must give notice of the proposed entry to the person conducting the relevant business or undertaking.
 - (2) The notice must comply with the regulations.
 - (3) The notice must be given during the usual working hours at that workplace at least 24 hours, but not more than 14 days, before the entry.
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Division 4 Requirements for WHS entry permit holders

122 Contravening WHS entry permit conditions

The WHS entry permit holder must not contravene a condition imposed on the WHS entry permit.

Maximum penalty: \$10 000.

123 WHS entry permit holder must also hold permit under other law

A WHS entry permit holder must not enter a workplace unless he or she also holds an entry permit under the Fair Work Act [or the relevant State or Territory industrial law].

Maximum penalty: \$10 000.

Note

See the jurisdictional note in the Appendix.

124 WHS entry permit to be available for inspection

A WHS entry permit holder must, at all times that he or she is at a workplace under a right of entry under Division 2 or 3, have his or her WHS entry permit and photographic identification available for inspection on request.

Maximum penalty: \$10 000.

125 When right may be exercised

A WHS entry permit holder may exercise a right under Division 2 or 3 only during the usual working hours at the workplace.

Maximum penalty: \$10 000.

126 Where the right may be exercised

A WHS entry permit holder may exercise a right of entry to a workplace only in respect of:

- (a) the area of the workplace where the relevant workers work; or
- (b) any other work area that directly affects the health and safety of those workers.

127 Work health and safety requirements

A WHS entry permit holder must not exercise a right of entry to a workplace under Division 2 or 3 unless he or she complies with any reasonable request by the person conducting the business or undertaking or the person with management or control of the workplace to comply with:

- (a) any work health and safety requirement that applies to the workplace; and
- (b) any other legislated requirement that applies to that type of workplace.

Maximum penalty: \$10 000.

128 Residential premises

A WHS entry permit holder must not enter any part of a workplace that is used only for residential purposes.

Maximum penalty: \$10 000.

129 WHS entry permit holder not required to disclose names of workers who are union members

- (1) A WHS entry permit holder is not required to disclose to the person conducting the business or undertaking or the person with management or control of the workplace the name of any worker who is a member of the relevant union.

- (2) A WHS entry permit holder who wishes to disclose to the person conducting the business or undertaking or the person with management or control of the workplace the name of any worker who is a member of the relevant union may only do so with the consent of the worker.

Division 5 WHS entry permits

130 Application for WHS entry permit

- (1) A union may apply to the authorising authority for the issue of a WHS entry permit to a person who is an official of the union.
- (2) The application must specify the person who is to hold the WHS entry permit and include a statutory declaration by that person declaring that he or she:
- (a) is an official of the union; and
 - (b) has satisfactorily completed the prescribed training; and
 - (c) holds, or will hold, an entry permit under:
 - (i) the Fair Work Act; or
 - (ii) [the relevant State or Territory industrial law].

Note

See the jurisdictional note in the Appendix.

131 Consideration of application

In considering whether to issue a WHS entry permit, the authorising authority must take into account:

- (a) the objects of this Act; and
 - (b) the object of allowing union right of entry to workplaces for work health and safety purposes.
-

132 Eligibility criteria

The authorising authority must not issue a WHS entry permit to an official of a union unless the authorising authority is satisfied that the official:

- (a) is an official of the union; and
- (b) has satisfactorily completed the prescribed training about the rights and responsibilities of a WHS entry permit holder; and
- (c) holds, or will hold, an entry permit under:
 - (i) the Fair Work Act; or
 - (ii) [the relevant State or Territory industrial law];

Note

See the jurisdictional note in the Appendix.

133 Issue of WHS entry permit

The authorising authority may issue a WHS entry permit to a person if the authorising authority has taken into account the matters in section 131 and is satisfied about the matters in section 132.

134 Conditions on WHS entry permit

The authorising authority may impose conditions on a WHS entry permit.

135 Term of WHS entry permit

A WHS entry permit has effect for a term of 3 years from the date it is issued.

136 Expiry of WHS entry permit

- (1) Unless it is revoked, a WHS entry permit expires at the first of the following to occur:
 - (a) at the end of the term of the WHS entry permit;

- (b) at the end of term of the entry permit held by the WHS entry permit holder under:
 - (i) the Fair Work Act; or
 - (ii) [the relevant State or Territory industrial law]

Note

See the jurisdictional note in the Appendix.

- (c) when the permit holder ceases to be an official of the union that applied for the permit;
 - (d) the union that applied for the permit ceases to be:
 - (i) an organisation that is registered, or taken to be registered, under the *Fair Work (Registered Organisations) Act 2009* of the Commonwealth; or
 - (ii) an association of employees or independent contractors, or both, that is registered or recognised as such an association (however described) under the [relevant State or Territory industrial law].
- (2) An application may be made for the issue of a subsequent WHS entry permit before or after the current WHS entry permit expires.

137 Application to revoke WHS entry permit

- (1) The following persons may apply to the authorising authority for a WHS entry permit held by a person to be revoked:
 - (a) the regulator;
 - (b) a person conducting a business or undertaking in relation to which the WHS entry permit holder has exercised or purported to exercise a right under this Part;
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- (c) a person with management or control of a workplace in relation to which the WHS entry permit holder has exercised or purported to exercise a right under this Part;
- (d) any other person in relation to whom the WHS entry permit holder has exercised or purported to exercise a right under this Part;
- (e) any other person affected by the exercise or purported exercise of a right under this Part by a WHS entry permit holder.

Note

See the jurisdictional note in the Appendix.

- (2) The grounds for an application for revocation of a WHS entry permit are that the permit holder:
 - (a) no longer satisfies the eligibility criteria for a WHS entry permit or other entry permit under another WHS law, or the Fair Work Act or the *Workplace Relations Act 1996* of the Commonwealth or the [relevant State or Territory industrial law]; and

Note

See the jurisdictional note in the Appendix.

- (b) has contravened any conditions of the WHS entry permit; and
 - (c) has acted or purported to act in an improper manner in the exercise of any right under this Act; and
 - (d) in exercising or purporting to exercise a right under this Part, has intentionally hindered or obstructed a person conducting the business or undertaking or workers at a workplace during the usual working hours for the business or undertaking.
-

- (3) The applicant must give written notice of the application, setting out the grounds for it, to the person who holds the WHS entry permit and the union concerned.
- (4) The person who holds the WHS entry permit and the union that the WHS entry permit holder represents are parties to the application.

138 Authorising authority must permit WHS entry permit holder to show cause

- (1) If, on an application under section 137, the authorising authority is satisfied that a ground may exist for the revocation of the WHS entry permit under section 137(2)(a), the authorising authority must:
 - (a) give the WHS entry permit holder written notice (a *show cause notice*); and
 - (b) if the authorising authority considers it appropriate, suspend the operation of the WHS entry permit until the authorising authority decides the application for revocation.
 - (2) The show cause notice must:
 - (a) contain a statement to the effect that the WHS entry permit holder may, not later than 14 working days after the day the WHS entry permit holder is given the notice, give the authorising authority written reasons explaining why the WHS entry permit should not be revoked; and
 - (b) be accompanied by a summary of the reasons for the application; and
 - (c) if applicable, be accompanied by a notice of suspension of the permit.
-

139 Determination of application

- (1) If the authorising authority is satisfied on the balance of probabilities about any of the matters in section 137(2), it may make:
 - (a) an order imposing conditions on the WHS entry permit; or
 - (b) an order suspending the WHS entry permit; or
 - (c) an order revoking the WHS entry permit; or
 - (d) an order about the future issue of a WHS entry permit to the person whose WHS entry permit is revoked; or
 - (e) an order imposing any alternative action the authorising authority considers appropriate.
- (2) In deciding what action to take under subsection (1), in relation to a person, the authorising authority must take into account:
 - (a) the seriousness of any findings of the authorising authority having regard to the objects of this Act; and
 - (b) any other matters the authority considers relevant.

Division 6 Dealing with disputes

140 Application for assistance of inspector to resolve dispute

If a dispute arises about the exercise or purported exercise by a WHS entry permit holder of a right of entry under this Act, any party to the dispute may ask the regulator to appoint an inspector to attend the workplace to assist in resolving the dispute.

141 Authorising authority may deal with a dispute about a right of entry under this Act

- (1) The authorising authority may deal with a dispute about the exercise or purported exercise by a WHS permit holder of a right of entry under this Act (including a dispute about whether a request under section 127 is reasonable).
- (2) The authorising authority may deal with the dispute in any manner it thinks fit, including by means of mediation, conciliation or arbitration.
- (3) If the authorising authority deals with the dispute by arbitration, it may make one or more of the following orders:
 - (a) an order imposing conditions on a WHS entry permit;
 - (b) an order suspending a WHS entry permit;
 - (c) an order revoking a WHS entry permit;
 - (d) an order about the future issue of WHS entry permits to one or more persons;
 - (e) any other order it considers appropriate.
- (4) The authorising authority may deal with the dispute:
 - (a) on its own initiative; or
 - (b) on application by any of the following to whom the dispute relates:
 - (i) a WHS entry permit holder;
 - (ii) the relevant union;
 - (iii) the person conducting the business or undertaking;

- (iv) the person with management or control of the workplace;
- (v) any other person in relation to whom the WHS entry permit holder has exercised or purported to exercise the right of entry;
- (vi) any other person affected by the exercise or purported exercise of the right of entry by a WHS entry permit holder;
- (vii) the regulator.

Note

See the jurisdictional note in the Appendix.

- (5) In dealing with a dispute, the authorising authority must not confer any rights on the WHS entry permit holder that are additional to, or inconsistent with, rights exercisable by the WHS entry permit holder under this Part.

142 Contravening order made to deal with dispute

A person must not contravene an order under section 141(3).

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

Division 7 Prohibitions

143 Person must not refuse or delay entry of WHS entry permit holder

- (1) A person must not, without reasonable excuse, refuse or unduly delay entry into a workplace by a WHS entry permit holder who is entitled to enter the workplace under this Part.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

(2) Subsection (1) places an evidential burden on the accused to show a reasonable excuse.

144 Person must not hinder or obstruct WHS entry permit holder

A person must not intentionally and unreasonably hinder or obstruct a WHS entry permit holder in entering a workplace or in exercising any rights at a workplace in accordance with this Part.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

145 WHS entry permit holder must not delay, hinder or obstruct any person or disrupt work at workplace

A WHS entry permit holder exercising, or seeking to exercise, rights in accordance with this Part must not intentionally and unreasonably delay, hinder or obstruct any person or disrupt any work at a workplace, or otherwise act in an improper manner.

Maximum penalty: \$10 000.

146 Misrepresentations about things authorised by this Part

(1) A person must not take action:

(a) with the intention of giving the impression;
or

- (b) reckless as to whether the impression is given;

that the doing of a thing is authorised by this Part if it is not so authorised.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (2) Subsection (1) does not apply if the person reasonably believes that the doing of the thing is authorised.

147 Unauthorised use or disclosure of information or documents

A person must not use or disclose information or a document obtained under Division 2 in an inquiry into a suspected contravention for a purpose that is not related to the inquiry or rectifying the suspected contravention, unless:

- (a) the person reasonably believes that the use or disclosure is necessary to lessen or prevent:
 - (i) a serious risk to a person's health or safety; or
 - (ii) a serious threat to public health or public safety; or
- (b) the person has reason to suspect that unlawful activity has been, is being or may be engaged in, and uses or discloses the information or document as a necessary part of an investigation of the matter or in reporting concerns to relevant persons or authorities; or

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- (c) the use or disclosure is required or authorised by or under law; or
- (d) the person reasonably believes that the use or disclosure is reasonably necessary for one or more of the following by, or on behalf of, an enforcement body (within the meaning of the *Privacy Act 1988* of the Commonwealth):
 - (i) the prevention, detection, investigation, prosecution or punishment of criminal offences, breaches of a law imposing a penalty or sanction or breaches of a prescribed law;
 - (ii) the enforcement of laws relating to the confiscation of the proceeds of crime;
 - (iii) the protection of the public revenue;
 - (iv) the prevention, detection, investigation or remedying of seriously improper conduct or prescribed conduct;
 - (v) the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of the orders of a court or tribunal; or
- (e) if the information is, or the document contains, personal information—the use or disclosure is made with the consent of the individual to whom the information relates.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

Division 8 General

148 Return of WHS entry permits

(1) The person to whom a WHS entry permit is issued must return the permit to the authorising authority within 14 days of any of the following things happening:

- (a) the permit is revoked or suspended;
- (b) the permit expires.

Maximum penalty: \$2 000.

(2) After the end of a suspension period, the authorising authority must return the WHS entry permit to the person to whom it was issued if:

- (a) the person, or the person's union, applies to the authorising authority for the return of the permit; and
- (b) the permit has not expired.

149 Union to provide information to regulator

The relevant union must advise the regulator if:

- (a) the WHS entry permit holder resigns from or otherwise leaves the union; or
- (b) if the WHS entry permit holder has had any entry permit granted under another WHS law, or the Fair Work Act or the *Workplace Relations Act 1996* of the Commonwealth or the [relevant State or Territory industrial law] (no matter when in force) cancelled or suspended; or
- (c) the union ceases to be:
 - (i) an organisation that is registered, or taken to be registered, under the *Fair Work (Registered Organisations) Act 2009* of the Commonwealth; or

- (ii) an association of employees or independent contractors, or both, that is registered or recognised as such an association (however described) under the [relevant State or Territory industrial law].

Note

See the jurisdictional note in the Appendix.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

150 Register of WHS entry permit holders

The authorising authority must keep available for public access an up-to-date register of WHS entry permit holders in accordance with the regulations.

Part 8 The regulator

Division 1—Functions of regulator

151 Functions of regulator

The regulator has the following functions:

- (a) to advise and make recommendations to the Minister and report on the operation and effectiveness of this Act;
- (b) to monitor and enforce compliance with this Act;
- (c) to provide advice and information on work health and safety to duty holders under this Act and to the community;
- (d) to collect, analyse and publish statistics relating to work health and safety;
- (e) to foster a co-operative, consultative relationship between duty holders and the persons to whom they owe duties and their representatives in relation to work health and safety matters;
- (f) to promote and support education and training on matters relating to work health and safety;
- (g) to engage in, promote and co-ordinate the sharing of information to achieve the objects of this Act, including the sharing of information with a corresponding regulator;
- (h) any other function conferred on it by this Act.

Note

See the jurisdictional notes in the Appendix.

152 Powers of regulator

- (1) Subject to this Act, the regulator has the power to do all things necessary or convenient to be done for or in connection with the performance of its functions.
- (2) Without limiting subsection (1), the regulator has all the powers and functions that an inspector has under this Act.

153 Delegation by regulator

- (1) The regulator may, by instrument in writing, delegate to any person a power or function under this Act other than this power of delegation.

Note

See the jurisdictional note in the Appendix.

- (2) A delegation under this section:
 - (a) may be made subject to such conditions as the regulator thinks fit; and
 - (b) is revocable at will; and
 - (c) does not derogate from the power of the regulator to act.

Division 2 Powers of regulator to obtain information

154 Powers of regulator to obtain information

- (1) This section applies if the regulator has reasonable grounds to believe that a person is capable of giving information, producing documents or records giving evidence in relation to a possible contravention of this Act or that will assist the regulator to monitor or enforce compliance with this Act.
 - (2) The regulator may, by written notice served on the person, require the person to do one or more of the following:
-

- (a) to give the regulator, in writing signed by the person (or in the case of a body corporate, by a competent officer of the body corporate) and within the time and in the manner specified in the notice, that information of which the person has knowledge;
 - (b) to produce to the regulator, in accordance with the notice, those documents or records;
 - (c) to appear before a person appointed by the regulator on a day, and at a time and place, specified in the notice (being a day, time and place that are reasonable in the circumstances) and give either orally or in writing that evidence and produce those documents.
- (3) The notice must:
- (a) state that the requirement is made under this section; and
 - (b) contain a statement to the effect that a failure to comply with a requirement is an offence; and
 - (c) if the notice requires the person to answer questions:
 - (i) contain a statement about the effect of sections 171 and 251; and
 - (ii) state that the person may attend with a legal practitioner.
- (4) The regulator must not make a requirement under subsection (2)(c) unless the regulator has taken all reasonable steps to obtain the information under subsections (2)(a) and (b) and has been unable to do so.
-

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Part 8 The regulator

- (5) A person must not, without reasonable excuse, refuse or fail to comply with a requirement under this section.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (6) Subsection (5) places an evidential burden on the accused to show a reasonable excuse.
- (7) Section 171 (with any necessary changes) applies to a requirement under this section.

Part 9 Securing compliance

Division 1 Appointment of inspectors

155 Appointment of inspectors

- (1) The regulator may, by instrument, appoint any of the following as an inspector:
 - (a) a public servant;
 - (b) an employee of a public authority;
 - (c) the holder of a statutory office;
 - (d) a person who is appointed as an inspector under a corresponding WHS law;
 - (e) a person in a prescribed class of persons.

Note

See the jurisdictional notes in the Appendix.

156 Identity cards

- (1) The regulator must give each inspector an identity card that states the person's name and appointment as an inspector and includes any other matter prescribed by the regulations.
- (2) An inspector must produce his or her identity card for inspection on request when exercising compliance powers.
- (3) If a person to whom an identity card has been issued ceases to be an inspector, the person must return the identity card to the regulator as soon as practicable.

157 Accountability of inspectors

- (1) An inspector must give written notice to the regulator of all interests, pecuniary or otherwise, that the inspector has, or acquires, and that conflict or could conflict with the proper performance of the inspector's functions.
- (2) The regulator must give a direction to an inspector not to deal, or to no longer deal, with a matter if the regulator becomes aware that the inspector has a potential conflict of interest in relation to a matter and the regulator considers that the inspector should not deal, or should no longer deal, with the matter.

158 Suspension and termination of appointment of inspector

- (1) The regulator may suspend or terminate the appointment of an inspector.
- (2) A person's appointment as an inspector terminates when the person ceases to be eligible for appointment as an inspector.

Division 2 Functions and powers of inspectors

159 Functions and powers of inspectors

An inspector has the following functions and powers under this Act:

- (a) to provide information and advice about compliance with this Act;
- (b) to assist in the resolution of:
 - (i) work health and safety issues at workplaces; and
 - (ii) issues related to access to a workplace by an assistant to a health and safety representative; and

- (iii) issues related to the exercise or purported exercised of a right of entry under Part 7;
- (c) to review disputed provisional improvement notices;
- (d) to require compliance with this Act through the issuing of notices;
- (e) to investigate contraventions of this Act and assist in the prosecution of offences;
- (f) to attend coronial inquests in respect of work-related deaths and examine witnesses.

Note

See the jurisdictional note in the Appendix.

160 Restrictions on inspectors' compliance powers

An inspector's compliance powers are subject to any conditions or restrictions specified in the instrument of the inspector's appointment.

161 Inspectors subject to regulator's directions

- (1) An inspector is subject to the regulator's directions in the performance of the inspector's compliance powers.
- (2) A direction under subsection (1) may be of a general nature or may relate to a specified matter or specified class of matter.

Division 3 Powers relating to entry

Subdivision 1 General powers of entry

162 Powers of entry

- (1) An inspector may at any time enter a place that is, or that the inspector reasonably suspects is, a workplace.

- (2) An entry may be made under subsection (1) with, or without, the consent of the person with management or control of the workplace.
- (3) If an inspector enters a place under subsection (1) and it is not a workplace, the inspector must leave the place immediately.
- (4) An inspector may enter any place if the entry is authorised by a search warrant.

Note

An inspector may enter residential premises to gain access to a workplace (see section 169(c)).

163 Notification of entry

- (1) An inspector may enter a place under section 162 without prior notice to any person.
- (2) An inspector must, as soon as practicable after entry to a workplace or suspected workplace, take all reasonable steps to notify the following persons of the entry and the purpose of the entry:
 - (a) the person who is or appears to be in charge of the workplace;
 - (b) any person conducting a relevant business or undertaking at the workplace;
 - (c) any health and safety representative for workers carrying out work for that business or undertaking at the workplace.
- (3) However, an inspector is not required to notify any person if to do so would defeat the purpose for which the place was entered or cause unreasonable delay.
- (4) In this section *relevant business or undertaking* means the business or undertaking in relation to which the inspector is exercising the powers of entry.

164 General powers on entry

- (1) An inspector who enters a workplace under this Division may do any of the following:
- (a) inspect, examine and make inquiries at the workplace;
 - (b) inspect and examine any thing (including a document or record) at the workplace;
 - (c) bring to the workplace and use any equipment or materials that may be required;
 - (d) take measurements, conduct tests and make sketches or recordings (including photographs, films, audio, video, digital or other recordings);
 - (e) take and remove for analysis a sample of any substance or thing without paying for it;
 - (f) require a person at the workplace to give the inspector reasonable help to exercise the inspector's powers under paragraphs (a) to (e);
 - (g) exercise any compliance power or other power that is reasonably necessary to be exercised by the inspector for the purposes of this Act.

Note

See the jurisdictional notes in the Appendix.

- (2) A person required to give reasonable help under subsection (1)(f) must not, without reasonable excuse, refuse or fail to comply with the requirement.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (3) Subsection (2) places an evidential burden on the accused to show a reasonable excuse.

165 Persons assisting inspectors

- (1) A person (the *assistant*), including an interpreter, may accompany the inspector entering a workplace under section 164 to assist the inspector if the inspector considers the assistance is necessary.
- (2) The assistant:
- (a) may do such things at the place and in such manner as the inspector reasonably requires to assist the inspector to exercise compliance powers; but
 - (b) must not do anything that the inspector does not have power to do, except as permitted under a search warrant.
- (3) Anything done lawfully by the assistant is taken for all purposes to have been done by the inspector.

Subdivision 2 Search warrants

Note

See the jurisdictional note in the Appendix.

166 Search warrants

- (1) An inspector may apply to a magistrate for a search warrant for a place.
- (2) The application must be sworn and state the grounds on which the warrant is sought.
- (3) The magistrate may refuse to consider the application until the inspector gives the magistrate all the information the magistrate requires about the application in the way the magistrate requires.
-

Example

The magistrate may require additional information supporting the application to be given by statutory declaration.

- (4) The magistrate may issue a search warrant only if the magistrate is satisfied there are reasonable grounds for suspecting:
 - (a) there is a particular thing or activity (the *evidence*) that may provide evidence of an offence against this Act; and
 - (b) the evidence is, or may be within the next 72 hours, at the place.
- (5) The search warrant must state:
 - (a) that a stated inspector may, with necessary and reasonable help and force, enter the place and exercise the inspector's compliance powers; and
 - (b) the offence for which the search warrant is sought; and
 - (c) the evidence that may be seized under the search warrant; and
 - (d) the hours of the day or night when the place may be entered; and
 - (e) the date, within 7 days after the search warrant's issue, the search warrant ends.

167 Announcement before entry on warrant

- (1) Before executing a search warrant, the inspector named in the warrant or an assistant to the inspector must:
 - (a) announce that he or she is authorised by the warrant to enter the place; and
 - (b) give any person at the place an opportunity to allow that entry.
-

- (2) However, the inspector or an assistant to the inspector need not comply with subsection (1) if he or she believes on reasonable grounds that immediate entry to the place is needed to ensure:
- (a) the safety of any person; or
 - (b) that the effective execution of the warrant is not frustrated.

168 Copy of warrant to be given to person with management or control of place

If the person who has or appears to have management or control of a place is present at the place when a search warrant is being executed, the inspector must:

- (a) identify himself or herself to that person by producing his or her identity card for inspection; and
- (b) give that person a copy of the execution copy of the warrant.

Subdivision 3 Limitation on entry powers

169 Places used for residential purposes

Despite anything else in this Division, the powers of an inspector under this Division in relation to entering a place are not exercisable in respect of any part of a place that is used only for residential purposes except:

- (a) with the consent of the person with management or control of the place; or
- (b) under the authority conferred by a search warrant; or

- (c) for the sole purpose of gaining access to a suspected workplace, but only:
 - (i) if the inspector reasonably believes that no reasonable alternative access is available; and
 - (ii) at a reasonable time having regard to the times at which the inspector believes work is being carried out at the place to which access is sought.

Subdivision 4 Specific powers on entry

170 Power to require production of documents and answers to questions

- (1) An inspector who enters a workplace under this Division may:
 - (a) require a person to tell the inspector who has custody of, or access to, a record or document; or
 - (b) require a person who has custody of, or access to, a record or document to produce that record or document to the inspector while the inspector is at that workplace or within a specified period; or
 - (c) require a person at the workplace to answer any questions put by the inspector.
 - (2) A requirement under subsection (1)(b) must be made by written notice unless the circumstances require the inspector to have immediate access to the record or document.
 - (3) An interview conducted by an inspector under subsection (1)(c) must be conducted in private if:
 - (a) the inspector considers it appropriate; or
 - (b) the person being interviewed so requests.
-

- (4) Subsection (3) does not limit the operation of section 165 or prevent a representative of the person being interviewed from being present at the interview.
- (5) Subsection (3) may be invoked during an interview by:
 - (a) the inspector; or
 - (b) the person being interviewed,in which case the subsection applies to the remainder of the interview.
- (6) A person must not, without reasonable excuse, refuse or fail to comply with a requirement under this section.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

Note

See section 171 and 172 in relation to self-incrimination and section 251 in relation to legal professional privilege.

- (7) Subsection (6) places an evidential burden on the accused to show a reasonable excuse.

171 Abrogation of privilege against self-incrimination

- (1) A person is not excused from answering a question or providing a document, record or information under this Part on the ground that the answer to the question, or the information or document or record, may tend to incriminate the person or expose the person to a penalty.
- (2) However, the answer to a question or information or a document or record provided by an individual is not admissible as evidence against that individual in civil or criminal proceedings other than proceedings arising out of the false or

misleading nature of the answer, information, document or record.

172 Warning to be given

- (1) Before requiring a person to produce a record or document or answer a question under this Part, an inspector must:
 - (a) identify himself or herself to the person as an inspector by producing the inspector's identity card or in some other way; and
 - (b) warn the person that failure to comply with the requirement or to answer the question, without reasonable excuse, would constitute an offence; and
 - (c) warn the person about the effect of section 171; and
 - (d) advise the person about the effect of section 251.
- (2) It is not an offence for an individual to refuse to answer a question put by an inspector under this Part on the ground that the question might tend to incriminate him or her, unless he or she was first given the warning in subsection (1)(c).
- (3) Nothing in this section prevents an inspector from obtaining and using evidence given to the inspector voluntarily by any person.

173 Powers to copy and retain records and documents

- (1) An inspector may:
 - (a) make copies of, or take extracts from, a record or document given to the inspector in accordance with a requirement under this Act; and
 - (b) keep that record or document for the period that the inspector considers necessary.
-

- (2) While an inspector retains custody of a record or document, the inspector must permit the following persons to inspect or make copies of the record or document at all reasonable times:
 - (a) the person who produced the record or document;
 - (b) a person authorised by a person referred to in paragraph (a).

174 Power to seize evidence etc.

- (1) An inspector who enters a workplace under this Part may:
 - (a) seize any thing (including a document or record) at the place if the inspector reasonably believes the thing is evidence of an offence against this Act; or
 - (b) take and remove for examination, analysis or testing a sample of any substance or thing without paying for it.
 - (2) If an entry is made with consent, a seizure of a thing under subsection (1)(a) must be consistent with the purpose of entry as told to the person with management or control of the place when asking the person's consent.
 - (3) An inspector who enters a place with a search warrant may seize the evidence for which the warrant was issued.
 - (4) An inspector may also seize anything else at the place if the inspector reasonably believes:
 - (a) the thing is evidence of an offence against this Act; and
 - (b) the seizure is necessary to prevent the thing being hidden, lost or destroyed or used to continue or repeat the offence.
-

175 Inspector's power to seize dangerous workplaces and things

- (1) This section applies if an inspector who enters a workplace under this Part reasonably believes that:
- (a) the workplace or part of the workplace; or
 - (b) plant at the workplace; or
 - (c) a substance at the workplace or part of the workplace; or
 - (d) a structure at a workplace,
- is defective or hazardous to a degree likely to cause serious illness or injury or a dangerous incident to occur.
- (2) The inspector may seize the workplace or part, the plant, the substance or the structure.

176 Powers supporting seizure

- (1) Having seized a thing, an inspector may:
- (a) move the thing from the place where it was seized (the *place of seizure*); or
 - (b) leave the thing at the place of seizure but take reasonable action to restrict access to it;
- or

Examples

- 1 Sealing a thing and marking it to show access to it is restricted.
 - 2 Sealing the entrance to a room where the seized thing is situated and marking it to show access to it is restricted.
- (c) if the thing is plant or a structure—dismantle or cause to be dismantled the plant or structure.

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- (2) If an inspector restricts access to a seized thing, a person must not tamper, or attempt to tamper, with the thing or something restricting access to the thing without an inspector's approval.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (3) To enable a thing to be seized, an inspector may require the person in control of it:
- (a) to take it to a stated reasonable place by a stated reasonable time; and
 - (b) if necessary, to remain in control of it at the stated place for a reasonable time.
- (4) The requirement:
- (a) must be made by written notice; or
 - (b) if for any reason it is not practicable to give the notice, may be made orally and confirmed by written notice as soon as practicable.
- (5) A further requirement may be made under this section in relation to the same thing if it is necessary and reasonable to make the further requirement.
- (6) The person must not, without reasonable excuse, refuse or fail to comply with a requirement under subsection (3) or (5).

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (7) Subsection (6) places an evidential burden on the accused to show a reasonable excuse.
-

177 Receipt for seized things

- (1) As soon as practicable after an inspector seizes a thing, the inspector must give a receipt for it to the person from whom it was seized.
- (2) However, if for any reason it is not practicable to comply with subsection (1), the inspector must leave the receipt in a conspicuous position and in a reasonably secure way at the place of seizure.
- (3) The receipt must describe generally each thing seized and its condition.
- (4) This section does not apply to a thing if it is impracticable or would be unreasonable to give the receipt required by this section (given the thing's nature, condition and value).

178 Forfeiture of seized things

- (1) A seized thing is forfeited to the [State] if the regulator:
 - (a) cannot find its owner after making reasonable inquiries; or
 - (b) cannot return it to its owner, after making reasonable efforts; or
 - (c) reasonably believes it is necessary to retain the thing to prevent it being used to commit an offence against this Act.

Note

See the jurisdictional note in the Appendix.

- (2) Subsection (1)(a) does not require the regulator to make inquiries if it would be unreasonable to make inquiries to find the owner.
- (3) Subsection (1)(b) does not require the regulator to make efforts if it would be unreasonable to make efforts to return the thing to its owner.

- (4) If the regulator decides to forfeit the thing under subsection (1)(c), the regulator must tell the owner of the decision by written notice.
- (5) Subsection (4) does not apply if:
 - (a) the regulator cannot find its owner, after making reasonable inquiries; or
 - (b) it is impracticable or would be unreasonable to give the notice.
- (6) The notice must state:
 - (a) the reasons for the decision; and
 - (b) that the owner may apply within 28 days after the date of the notice for the decision to be reviewed; and
 - (c) how the owner may apply for the review; and
 - (d) that the owner may apply for a stay of the decision if the owner applies for a review.
- (7) In deciding whether and, if so, what inquiries and efforts are reasonable or whether it would be unreasonable to give notice about a thing, regard must be had to the thing's nature, condition and value.
- (8) Any costs reasonably incurred by the State in storing or disposing of a thing retained under subsection (1)(b), after reasonable efforts have been made to return it to its owner, may be recovered in a court of competent jurisdiction as a debt due to the State from the owner of the thing.

179 Return of seized things

- (1) If a seized thing has not been forfeited, the owner of the thing may apply to the regulator for the return of the thing after the end of 6 months after it was seized.
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- (2) The regulator must return the thing to the owner on an application under subsection (1) unless the regulator has reasonable cause to retain the thing.

180 Access to seized things

- (1) Until a seized thing is forfeited or returned, the regulator must allow its owner to inspect it and, if it is a document or record, to copy it.
- (2) Subsection (1) does not apply if it is impracticable or would be unreasonable to allow inspection or copying.

Division 4 Damage and compensation

181 Damage etc. to be minimised

In the exercise, or purported exercise, of a compliance power, an inspector must take all reasonable steps to ensure that the inspector, or any assistant to the inspector, cause as little inconvenience, detriment and damage as is practicable.

182 Inspector to give notice of damage

- (1) This section applies if an inspector or an assistant to an inspector damages a thing when exercising or purporting to exercise a compliance power.
- (2) The inspector must, as soon as practicable, give written notice of the damage to the person who the inspector believes on reasonable grounds, is the owner of the thing.
- (3) If the inspector believes the damage was caused by a latent defect in the thing or circumstances beyond the inspector's or assistant's control, the inspector may state it in the notice.

- (4) If, for any reason, it is impracticable to comply with subsection (2), the inspector must leave the notice in a conspicuous position and in a reasonably secure way where the damage happened.
- (5) This section does not apply to damage the inspector reasonably believes is trivial.

183 Compensation

- (1) A person may claim compensation from the [State] if the person incurs loss or expense because of the exercise or purported exercise of a power under Division 3, including complying with a requirement made of the person.
- (2) Compensation may be claimed and ordered in a proceeding:
 - (a) brought in a court with jurisdiction for the recovery of the amount claimed; or
 - (b) for an offence against this Act brought against the person claiming compensation.
- (3) The court may order compensation to be paid only if it is satisfied it is just to make the order in the circumstances of the particular case.
- (4) The regulations may prescribe matters that may, or must, be taken into account by the court when considering whether it is just to make the order.

Note

See the jurisdictional note in the Appendix.

Division 5 Other matters

184 Power to require name and address

- (1) This section applies if:
 - (a) an inspector finds a person committing an offence against this Act; or
-

- (b) an inspector finds a person in circumstances that lead, or has information that leads, the inspector to reasonably suspect the person has committed an offence against this Act; or
 - (c) an inspector reasonably believes that a person may be able to assist in the investigation of an offence against this Act.
- (2) The inspector may require the person to provide the person's name and residential address.
 - (3) The inspector must tell the person the reason for the requirement to provide their name and residential address.
 - (4) When asking a person to provide their name and residential address, the inspector must warn the person that it is an offence to fail to state that name and address, unless the person has a reasonable excuse.
 - (5) The inspector may require the person to demonstrate the correctness of the stated name or address if the inspector reasonably suspects the stated name or address is false.
 - (6) A person must not, without reasonable excuse, refuse or fail to comply with a requirement under subsection (2) or (5).
Maximum penalty: \$10 000.
 - (7) Subsection (6) places an evidential burden on the accused to show a reasonable excuse.

185 Inspector may take affidavits

An inspector is authorised to take affidavits for any purpose relating or incidental to the performance of his or her compliance powers.

186 Attendance of inspector at coronial inquests

An inspector may attend and has authority to examine witnesses at any inquest into the cause of death of a worker while carrying out work.

Note

See the jurisdictional note in the Appendix.

Division 6 Offences in relation to inspectors

187 Offence to hinder or obstruct inspector

A person must not intentionally hinder or obstruct an inspector in exercising his or her compliance powers, or induce or attempt to induce any other person to do so.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

188 Offence to impersonate inspector

A person who is not an inspector must not, in any way, hold himself or herself out to be an inspector.

Maximum penalty: \$10 000.

189 Offence to assault, threaten or intimidate inspector

A person must not directly or indirectly assault, threaten or intimidate, or attempt to assault, threaten or intimidate, an inspector or a person assisting an inspector.

Maximum penalty:

In the case of an individual—\$50 000 or imprisonment for 2 years or both.

In the case of a body corporate—\$250 000.

Part 10 Enforcement measures

Division 1 Improvement notices

190 Issue of improvement notices

- (1) This section applies if an inspector reasonably believes that a person:
 - (a) is contravening a provision of this Act; or
 - (b) has contravened a provision in circumstances that make it likely that the contravention will continue or be repeated.
- (2) The inspector may issue an improvement notice requiring the person to:
 - (a) remedy the contravention; or
 - (b) prevent a likely contravention from occurring; or
 - (c) remedy the things or operations causing the contravention or likely contravention.

191 Contents of improvement notices

- (1) An improvement notice must state:
 - (a) that the inspector believes the person:
 - (i) is contravening a provision of this Act; or
 - (ii) has contravened a provision in circumstances that make it likely that the contravention will continue or be repeated; and
 - (b) the provision the inspector believes is being, or has been, contravened; and
 - (c) briefly, how the provision is being, or has been, contravened; and
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- (d) the day before which the person is required to remedy the contravention or likely contravention.
- (2) An improvement notice may include directions concerning the measures to be taken to remedy the contravention or prevent the likely contravention, or the matters or activities causing the contravention or likely contravention, to which the notice relates.
- (3) The day stated for compliance with the improvement notice must be reasonable in all the circumstances.

192 Compliance with improvement notice

The person to whom an improvement notice is issued must comply with the notice within the period specified in the notice.

Maximum penalty:

In the case of an individual—\$50 000.

In the case of a body corporate—\$250 000.

193 Extension of time for compliance with improvement notices

- (1) This section applies if a person has been issued with an improvement notice.
- (2) An inspector may, by written notice given to the person, extend the compliance period for the improvement notice.
- (3) However, the inspector may extend the compliance period only if the period has not ended.

(4) In this section:

compliance period means the period stated in the improvement notice under section 191, and includes that period as extended under this section.

Division 2 Prohibition notices

194 Power to issue prohibition notice

- (1) This section applies if an inspector reasonably believes that:
 - (a) an activity is occurring at a workplace that involves or will involve a serious risk to the health or safety of a person emanating from an immediate or imminent exposure to a hazard; or
 - (b) an activity may occur at a workplace that, if it occurs, will involve a serious risk to the health or safety of a person emanating from an immediate or imminent exposure to a hazard.
- (2) The inspector may give a person who has control over the activity a direction prohibiting the carrying on of the activity, or the carrying on of the activity in a specified way, until an inspector is satisfied that the matters that give or will give rise to the risk have been remedied.
- (3) The direction may be given orally, but must be confirmed by written notice (a ***prohibition notice***) issued to the person as soon as practicable.

195 Contents of prohibition notice

- (1) A prohibition notice must state:
 - (a) that the inspector believes that grounds for the issue of the prohibition notice exist and the basis for that belief; and
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- (b) briefly, the activity that the inspector believes involves or will involve the risk and the matters that give or will give rise to the risk; and
 - (c) the provision of this Act that the inspector believes is being, or is likely to be, contravened.
- (2) A prohibition notice may include directions on the measures to be taken to remedy the risk, activities or matters to which the notice relates, or the contravention or likely contravention mentioned in subsection (1)(c).
- (3) Without limiting section 194, a prohibition notice that prohibits the carrying on of an activity in a specified way may do so by specifying one or more of the following:
- (a) a workplace, or part of a workplace, at which the activity is not to be carried out;
 - (b) any thing that is not to be used in connection with the activity;
 - (c) any procedure that is not to be followed in connection with the activity.

196 Compliance with prohibition notice

The person to whom a direction is given under section 194(2) or a prohibition notice is issued must comply with the direction or notice.

Maximum penalty:

In the case of an individual—\$100 000.

In the case of a body corporate—\$500 000.

Division 3 Non-disturbance notices

197 Issue of non-disturbance notice

An inspector may issue a non-disturbance notice to the person with management or control of a workplace if the inspector reasonably believes that it is necessary to do so to facilitate the exercise of his or her compliance powers.

198 Contents of non-disturbance notice

- (1) A non-disturbance notice may require the person to:
 - (a) preserve the site at which a notifiable incident has occurred for a specified period; or
 - (b) prevent the disturbance of a particular site (including the operation of plant) in other circumstances for a specified period that is reasonable in the circumstances.
 - (2) A non-disturbance notice must specify the period (of no more than 7 days) for which it applies and set out:
 - (a) the obligations of the person to whom the notice is issued; and
 - (b) the measures to be taken to preserve a site or prevent disturbance of a site; and
 - (c) the penalty for contravening the notice.
 - (3) In subsection (1) a reference to a site includes any plant, substance, structure or thing associated with the site.
 - (4) A non-disturbance notice does not prevent any action:
 - (a) to assist an injured person; or
 - (b) to remove a deceased person; or
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- (c) that is essential to make the site safe or to prevent a further incident; or
- (d) that is associated with a police investigation; or
- (e) for which an inspector has given permission.

199 Compliance with non-disturbance notice

- (1) A person must not, without reasonable excuse, refuse or fail to comply with a non-disturbance notice issued to the person.

Maximum penalty:

In the case of an individual—\$50 000.

In the case of a body corporate—\$250 000.

- (2) Subsection (1) places an evidential burden on the accused to show a reasonable excuse.

200 Issue of subsequent notices

If an inspector considers it necessary to do so, he or she may issue one or more subsequent non-disturbance notices to a person, whether before or after the expiry of the previous notice, each of which must comply with section 198.

Division 4 General requirements applying to notices

201 Application of Division

In this Division *notice* means non-disturbance notice, improvement notice or prohibition notice.

202 Notice to be in writing

A notice must be in writing.

203 Directions in notices

A direction included in an improvement notice or prohibition notice may:

- (a) refer to a code of practice; and
- (b) offer the person to whom it is issued a choice of ways in which to remedy the contravention.

204 Recommendations in notice

- (1) An improvement notice or prohibition notice may include recommendations.
- (2) It is not an offence to fail to comply with recommendations in a notice.

205 Regulator may vary or cancel notice

Subject to section 206, a notice issued by an inspector may only be varied or cancelled by the regulator.

206 Minor changes to notice

An inspector may make minor changes to a notice:

- (a) for clarification; or
- (b) to correct errors or references; or
- (c) to reflect changes of address or other circumstances.

207 Formal irregularities or defects in notice

A notice is not invalid merely because of:

- (a) a formal defect or irregularity in the notice unless the defect or irregularity causes or is likely to cause substantial injustice; or
 - (b) a failure to use the correct name of the person to whom the notice is issued if the notice sufficiently identifies the person and
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is issued or given to the person in accordance with section 208.

208 Service and communication of notice

- (1) A notice may be issued or given to a person by:
 - (a) delivering it personally to the person or sending it by post or facsimile or electronic transmission to the person's usual or last known place of residence or business; or
 - (b) leaving it for the person at the person's usual or last known place of residence or business with a person who appears to be over 16 years and who appears to reside or work there; or
 - (c) leaving it for the person at the workplace to which the notice relates with a person who is or appears to be the person with management or control for the time being of the workplace; or
 - (d) in a prescribed manner.
- (2) The regulations may prescribe:
 - (a) the manner of issuing a notice; and
 - (b) the steps a person to whom a notice is issued must take to bring it to the attention of other persons.

209 Display of notice

- (1) A person to whom a notice is issued must, as soon as possible, display a copy of the notice in a prominent place at or near the workplace, or part of the workplace, at which work is being performed that is affected by the notice.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

- (2) A person must not intentionally remove, destroy, damage or deface a notice displayed under subsection (1) while the notice is in force.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

Division 5 Remedial action

210 When regulator may carry out action

- (1) This section applies if a person to whom a prohibition notice is issued fails to take reasonable steps to comply with the notice.
- (2) The regulator may take any remedial action it believes reasonable to make the workplace or situation safe after giving written notice to the person to whom the prohibition notice was issued of:
- (a) the regulator's intention to take that action; and
 - (b) the owner's or person's liability for the costs of that action.

211 Power of the regulator to take other remedial action

- (1) This section applies if the regulator reasonably believes that:
- (a) circumstances in which a prohibition notice can be issued exist; and
 - (b) a prohibition notice cannot be issued at a workplace because, after taking reasonable steps, the person with management or control of the workplace cannot be found.
- (2) The regulator may take any remedial action necessary to make the workplace safe.

212 Costs of remedial or other action

The regulator may recover the reasonable costs of any remedial action taken under:

- (a) section 210 from the person to whom the notice is issued; or
- (b) section 211 from any person to whom the prohibition notice could have been issued in respect of the matter,

as a debt due to the regulator.

Division 6 Injunctions

213 Application of Division

In this Division, *notice* means non-disturbance notice, improvement notice or prohibition notice.

214 Injunctions for non-compliance with notices

- (1) The regulator may apply to a court for an injunction:
 - (a) compelling a person to comply with a notice; or
 - (b) restraining a person from contravening a notice.
- (2) The regulator may do so:
 - (a) whether or not proceedings have been brought for an offence against this Act in connection with any matter in respect of which the notice was issued; and
 - (b) whether any period for compliance with the notice has expired.

Part 11 Enforceable undertakings

215 Regulator may accept WHS undertakings

- (1) The regulator may accept a WHS undertaking given by a person in connection with a matter relating to a contravention or alleged contravention by the person of this Act.

Note

Section 229(3) requires the regulator to publish guidelines with respect to the acceptance of WHS undertakings.

- (2) A WHS undertaking cannot be accepted for a contravention or alleged contravention that is a Category 1 offence.
- (3) The giving of a WHS undertaking does not constitute an admission of guilt by the person giving it in respect of the contravention or alleged contravention to which the undertaking relates.

216 Notice of decision and reasons for decision

- (1) The regulator must give the person seeking to make a WHS undertaking written notice of its decision to accept or reject the WHS undertaking and of the reasons for its decision.
- (2) The regulator must publish, on its website, notice of its decision to accept a WHS undertaking and the reasons for that decision.

217 When a WHS undertaking is enforceable

A WHS undertaking takes effect and becomes enforceable when the regulator's decision to accept the undertaking is given to the person who made the undertaking or at any later date specified by the regulator.

218 Compliance with WHS undertaking

A person must not contravene a WHS undertaking made by that person that is in effect.

Maximum penalty:

In the case of an individual—\$50 000.

In the case of a body corporate—\$250 000.

219 Contravention of WHS undertaking

- (1) The regulator may apply to the court for an order if a person contravenes a WHS undertaking.
- (2) If the court is satisfied that the person who made the WHS undertaking has contravened the undertaking, the court, in addition to the imposition of any penalty, may make one or more of the following orders:
 - (a) an order directing the person to comply with the undertaking; or
 - (b) an order discharging the undertaking.
- (3) In addition to the orders referred to in subsection (2), the court may make any other order that the court considers appropriate in the circumstances, including orders directing the person to pay to the State:
 - (a) the costs of the proceedings; and
 - (b) the reasonable costs of the regulator in monitoring compliance with the WHS undertaking in the future.

Note

See the jurisdictional note in the Appendix.

- (4) Nothing in this section prevents proceedings being brought for the contravention or alleged contravention of this Act to which the WHS undertaking relates.

Note

Section 221 specifies circumstances affecting proceedings for a contravention for which a WHS undertaking has been given.

220 Withdrawal or variation of WHS undertaking

- (1) A person who has made a WHS undertaking may at any time, with the written agreement of the regulator:
- (a) withdraw the undertaking; or
 - (b) vary the undertaking.
- (2) However, the provisions of the undertaking cannot be varied to provide for a different alleged contravention of the Act.
- (3) The regulator must publish, on its website, notice of the withdrawal or variation of a WHS undertaking.

221 Proceeding for alleged contravention

- (1) Subject to this section, no proceedings for a contravention or alleged contravention of this Act may be brought against a person if a WHS undertaking is in effect in relation to that contravention.
- (2) No proceedings may be brought for a contravention or alleged contravention of this Act against a person who has made a WHS undertaking in respect of that contravention and has completely discharged the WHS undertaking.

Model Work Health and Safety Bill

Part 11 Enforceable undertakings

- (3) The regulator may accept a WHS undertaking in respect of a contravention or alleged contravention before proceedings in respect of that contravention have been finalised.
- (4) If the regulator accepts a WHS undertaking before the proceedings are finalised, the regulator must take all reasonable steps to have the proceedings discontinued as soon as possible.

Part 12 Review of decisions

Division 1 Reviewable decisions

222 Which decisions are reviewable

(1) The following table sets out:

- (a) decisions made under this Act that are reviewable in accordance with this Part (*reviewable decisions*); and
- (b) who is eligible to apply for review of a reviewable decision (the *eligible applicant*).

Item	Provision under which reviewable decision is made	Eligible person in relation to reviewable decision
1	Section 53(2) (decision of inspector following failure to commence negotiations)	<ul style="list-style-type: none">(1) A worker whose interests are affected by the decision.(2) A person conducting a business or undertaking whose interests are affected by the decision.(3) A health and safety representative who represents a worker whose interests are affected by the decision.
2	Section 71(7) (decision of inspector in relation to training of health and safety representative)	<ul style="list-style-type: none">(1) A person conducting a business or undertaking whose interests are affected by the decision.(2) A health and safety representative whose interests are affected by the decision.

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Part 12 Review of decisions

Item	Provision under which reviewable decision is made	Eligible person in relation to reviewable decision
3	Section 75(6) (decision relating to health and safety committee)	<p>(1) A worker whose interests are affected by the decision.</p> <p>(2) A person conducting a business or undertaking whose interests are affected by the decision.</p> <p>(3) A health and safety representative who represents a worker whose interests are affected by the decision.</p>
4	Section 101 (determination of review of provisional improvement notice)	<p>(1) The person to whom the provisional improvement notice was issued.</p> <p>(2) The health and safety representative who issued the provisional improvement notice.</p> <p>(3) A worker whose interests are affected by the decision.</p> <p>(4) A health and safety representative who represents a worker whose interests are affected by the decision.</p> <p>(5) A person conducting a business or undertaking whose interests are affected by the decision.</p>
5	Section 178 (forfeiture of thing)	The owner of the thing
6	Section 190 (issue of improvement notice)	<p>(1) The person to whom the notice was issued.</p> <p>(2) A person conducting a business or undertaking whose interests are affected by the decision.</p>

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Part 12 Review of decisions

Item	Provision under which reviewable decision is made	Eligible person in relation to reviewable decision
7	Section 193 (extension of time for compliance with improvement notice)	<p>(3) A worker whose interests are affected by the decision.</p> <p>(4) A health and safety representative who represents a worker whose interests are affected by the decision.</p> <p>(1) The person to whom the notice was issued.</p> <p>(2) A person conducting a business or undertaking whose interests are affected by the decision.</p> <p>(3) A worker whose interests are affected by the decision.</p> <p>(4) A health and safety representative who represents a worker whose interests are affected by the decision.</p>
8	Section 194 (issue of prohibition notice)	<p>(1) The person to whom the notice was issued.</p> <p>(2) The person with management or control of the workplace, plant or substance.</p> <p>(3) A person conducting a business or undertaking whose interests are affected by the decision.</p> <p>(4) A worker whose interests are affected by the decision.</p>

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Part 12 Review of decisions

Item	Provision under which reviewable decision is made	Eligible person in relation to reviewable decision
9	Section 197 (issue of a non-disturbance notice)	<p>(5) A health and safety representative who represents a worker whose interests are affected by the decision.</p> <p>(6) A health and safety representative who gave a direction under section 76 to cease work, that is relevant to the prohibition notice.</p> <p>(1) The person to whom the notice was issued.</p> <p>(2) The person with management or control of the workplace.</p> <p>(3) A person conducting a business or undertaking whose interests are affected by the decision.</p> <p>(4) A worker whose interests are affected by the decision.</p> <p>(5) A health and safety representative who represents a worker whose interests are affected by the decision.</p>
10	Section 200 (issue of subsequent notice)	<p>(1) The person to whom the notice was issued.</p> <p>(2) The person with management or control of the workplace.</p> <p>(3) A person conducting a business or undertaking whose interests are affected by the decision.</p>

Model Work Health and Safety Bill

Part 12 Review of decisions

Item	Provision under which reviewable decision is made	Eligible person in relation to reviewable decision
		(4) A worker whose interests are affected by the decision.
		(5) A health and safety representative who represents a worker whose interests are affected by the decision.
	(2) For the purposes of this Part, a person makes a decision if the person refuses to make a decision or an instrument, imposes a condition or restriction or does or refuses to do any other thing.	

Note

Decisions under the regulations that will be reviewable decisions will be set out in the regulations.

Note

See the jurisdictional note in the Appendix.

Division 2 Internal review

223 Application for internal review

- (1) An eligible person in relation to a reviewable decision, other than a decision made by the regulator or a delegate of the regulator, may apply to the regulator for review (an *internal review*) of the decision within:
 - (a) the prescribed time after the day on which the decision first came to the eligible person's notice; or
 - (b) such longer period as the regulator allows.
- (2) The application must be made in the manner and form required by the regulator.

- (3) For the purposes of this section, the prescribed time is:
- (a) in the case of a decision under section 178 to forfeit a thing, 28 days after the notice is given under that section; and
 - (b) in the case of a decision to issue an improvement notice the period specified in the notice for compliance with the notice or 14 days, whichever is the lesser; and
 - (c) in any other case, 14 days.

224 Internal reviewer

- (1) The regulator may appoint a person or body to review decisions on applications under this Division.
- (2) The person who made the decision cannot be an internal reviewer in relation to that decision.

225 Decision of internal reviewer

- (1) The internal reviewer must review the reviewable decision and make a decision as soon as is reasonably practicable and within 14 days after the application for internal review is received.
 - (2) The decision may be:
 - (a) to confirm or vary the reviewable decision; or
 - (b) to set aside the reviewable decision and substitute another decision that the internal reviewer considers appropriate.
 - (3) If the internal reviewer seeks further information from the applicant, the 14-day period ceases to run until the applicant provides the information to the internal reviewer.
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- (4) The applicant must provide the further information within the time (being not less than 7 days) specified by the internal reviewer in the request for information.
- (5) If the applicant does not provide the further information within the required time, the decision is taken to have been confirmed by the internal reviewer at the end of that time.
- (6) If the reviewable decision is not varied or set aside within the 14-day period, the decision is taken to have been confirmed by the internal reviewer.

226 Decision on internal review

As soon as practicable after reviewing the decision, the internal reviewer must give the applicant in writing:

- (a) the decision on the internal review; and
- (b) the reasons for the decision.

Division 3 External review

227 Application for external review

An eligible person may apply to [the external review body] for review (an *external review*) of:

- (a) a reviewable decision made by the regulator;
or
- (b) a decision made, or taken to have been made, on an internal review.

Note

See the jurisdictional note in the Appendix.

Division 4 Stays of reviewable decisions

228 Stays of reviewable decisions

- (1) An application for review of a reviewable decision (other than a decision to issue a prohibition notice or a non-disturbance notice) stays the operation of the decision until a decision is made on the application.
- (2) If an application is made for review of a decision to issue a prohibition notice or a non-disturbance notice, the reviewer may stay the operation of the decision until a decision is made on the review.
- (3) The reviewer may make the decision to stay the operation of a decision on the reviewer's own initiative or on the application of the applicant for review.
- (4) The reviewer must make a decision on an application for a stay within 1 working day after the reviewer receives the application.
- (5) If the reviewer has not made a decision to stay a decision within the time set out in subsection (4), the reviewer is taken to have made a decision to grant a stay.
- (6) A stay of the operation of a decision pending a decision on an internal review continues:
 - (a) until the end of the prescribed period for applying for an external review of the decision made on the internal review; or
 - (b) if that application is made, until the decision is made on the external review.

Part 13 Legal proceedings

Division 1 General matters

229 Proceedings may be brought by the regulator or an inspector

- (1) Proceedings for an offence against this Act may be brought only by:
- (a) the regulator; or
 - (b) an inspector with the written authorisation of the regulator (either generally or in a particular case).

Note

See the jurisdictional note in the Appendix.

- (2) An authorisation under subsection (1)(b) is sufficient authority to continue proceedings in any case where the court amends the charge, warrant or summons.
- (3) The regulator must issue, and publish on its website, general guidelines for or with respect to:
- (a) the prosecution of offences under this Act; and
 - (b) the acceptance of WHS undertakings under this Act.
- (4) Nothing in this section affects the ability of the Director of Public Prosecutions to bring proceedings for an offence against this Act.

Note

See the jurisdictional note in the Appendix.

230 Procedure if prosecution is not brought

- (1) If:
- (a) a person reasonably considers that the occurrence of an act, matter or thing constitutes a Category 1 offence or a Category 2 offence; and
 - (b) no prosecution has been brought in respect of the occurrence of the act, matter or thing after 6 months but not later than 12 months after that occurrence,
- the person may in writing request that the regulator bring a prosecution.
- (2) Within 3 months after the regulator receives a request it must:
- (a) advise the person (in writing):
 - (i) whether the investigation is complete; and
 - (ii) if the investigation is complete, whether a prosecution has been or will be brought or give reasons why a prosecution will not be brought; and
 - (b) advise the person who the applicant believes committed the offence of the application and of the matters set out in paragraph (a).
- (3) If the regulator advises the person that a prosecution for a Category 1 or Category 2 offence will not be brought, the regulator must:
- (a) advise the person that they may ask the regulator to refer the matter to the Director of Public Prosecutions for consideration; and
 - (b) if the person makes a written request to the regulator to do so, refer the matter to the Director of Public Prosecutions within 1 month of the request.
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- (4) The Director of Public Prosecutions must consider the matter and advise (in writing) the regulator within 1 month as to whether the Director considers that a prosecution should be brought.
- (5) The regulator must ensure a copy of the advice is given to:
 - (a) the person who made the request; and
 - (b) the person who the applicant believes committed the offence.
- (6) If the regulator declines to follow the advice of the Director of Public Prosecutions to bring proceedings, the regulator must give written reasons for its decision to any person to whom a copy of the advice is given under subsection (5).

Note

See the jurisdictional note in the Appendix.

231 Limitation period for prosecutions

- (1) Proceedings for an offence against this Act may be brought within the latest of the following periods to occur:
 - (a) within 2 years after the offence first comes to the notice of the regulator ;
 - (b) within 1 year after a finding in a coronial inquiry or an official inquiry that the offence has occurred;
 - (c) if a WHS undertaking has been given under section 215 in relation to the offence, within 6 months after:
 - (i) the WHS undertaking is contravened; or
 - (ii) it comes to the notice of the regulator that the WHS undertaking has been contravened; or

- (iii) the regulator has agreed under section 146G to the withdrawal of the WHS undertaking.

Note

See the jurisdictional note in the Appendix.

- (2) A proceeding for a Category 1 offence may be brought after the end of the applicable limitation period in subsection (1) if fresh evidence relevant to the offence is discovered and the court is satisfied that the evidence could not reasonably have been discovered within the relevant limitation period.

232 Multiple contraventions of health and safety duty provision

- (1) More than one contravention of a health and safety duty provision by a person that arise out of the same factual circumstances may be charged as a single offence or as separate offences.
- (2) This section does not authorise contraventions of 2 or more safety duty provisions to be charged as a single offence.
- (3) A single penalty only may be imposed in respect of more than one contravention of a safety duty provision that is charged as a single offence.
- (4) In this section *safety duty provision* means a provision of Division 1, 2, 3 or 4 of Part 2.

Division 2 Sentencing for offences

233 Application of this Division

This Division applies if a court convicts a person, or finds a person guilty, (the *offender*) of an offence against this Act.

234 Orders generally

- (1) One or more orders may be made under this Division against the offender.
- (2) Orders may be made under this Division in addition to any penalty that may be imposed or any other action that may be taken in relation to the offence.

235 Adverse publicity orders

- (1) The court may make an order (an *adverse publicity order*) in relation to the offender requiring the offender:
 - (a) to take either or both of the following actions within the period specified in the order:
 - (i) to publicise, in the way specified in the order, the offence, its consequences, the penalty imposed and any other related matter;
 - (ii) to notify a specified person or specified class of persons, in the way specified in the order, of the offence, its consequences, the penalty imposed and any other related matter; and
 - (b) to give the regulator, within 7 days after the end of the period specified in the order, evidence that the action or actions were taken by the offender in accordance with the order.
 - (2) The court may make an adverse publicity order on its own initiative or on the application of the prosecutor.
 - (3) If the offender fails to give evidence to the regulator in accordance with subsection (1)(b), the regulator, or a person authorised in writing by the regulator, may take the action or actions specified in the order.
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- (4) However, if:
- (a) the offender gives evidence to the regulator in accordance with subsection (1)(b); and
 - (b) despite that evidence, the regulator is not satisfied that the offender has taken the action or actions specified in the order in accordance with the order,
- the regulator may apply to the court for an order authorising the regulator, or a person authorised in writing by the regulator, to take the action or actions.
- (5) If the regulator or a person authorised in writing by the regulator takes an action or actions in accordance with subsection (3) or an order under subsection (4), the regulator is entitled to recover from the offender, by action in a court of competent jurisdiction, an amount in respect of the reasonable expenses of taking the action or actions as a debt due to the regulator.

236 Orders for restoration

- (1) The court may order the offender to take such steps as are specified in the order, within the period so specified, to remedy any matter caused by the commission of the offence that appears to the court to be within the offender's power to remedy.
- (2) The period in which an order under this section must be complied with may be extended, or further extended, by order of the court but only if an application for the extension is made before the end of that period.

237 Community service orders

- (1) The court may make an order requiring the offender to undertake a specified project for the general improvement of work health and safety within the period specified in the order.
- (2) The order may specify conditions that must be complied with in undertaking the specified project.

238 Release on the giving of a court-ordered WHS undertaking

- (1) The court may (with or without recording a conviction) adjourn the proceeding for a period of up to 2 years and make an order for the release of the offender on the offender giving an undertaking with specified conditions (a *court-ordered WHS undertaking*).
 - (2) A court-ordered WHS undertaking must specify the following conditions:
 - (a) that the offender appears before the court if called on to do so during the period of the adjournment and, if the court so specifies, at the time to which the further hearing is adjourned;
 - (b) that the offender does not commit, during the period of the adjournment, any offence against this Act;
 - (c) that the offender observes any special conditions imposed by the court.
 - (3) An offender who has given a court-ordered WHS undertaking under this section may be called on to appear before the court by order of the court.
 - (4) An order or notice under subsection (3) must be served on the offender not less than 4 days before the time specified in it for the appearance.
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- (5) If the court is satisfied at the time to which a further hearing of a proceeding is adjourned that the offender has observed the conditions of the undertaking, it must discharge the offender without any further hearing of the proceeding.

239 Injunctions

If a court finds a person guilty of an offence against this Act, the court may issue an injunction requiring the person to cease contravening this Act.

Note

An injunction may also be obtained under section 214 for non-compliance with a non-disturbance notice, improvement notice or prohibition notice.

240 Training orders

The court may make an order requiring the person to undertake or arrange for one or more workers to undertake a specified course of training.

241 Offence to fail to comply with order

- (1) A person must not, without reasonable excuse, refuse or fail to comply with an order under this Division.

Maximum penalty:

In the case of an individual—\$50 000.

In the case of a body corporate—\$250 000.

- (2) Subsection (3) places an evidential burden on the accused to show a reasonable excuse.
- (3) This section does not apply to an order under section 238 or 239.

Division 3 Infringement notices

Note

See the jurisdictional notes in the Appendix.

Division 4 Offences by bodies corporate

242 Imputing conduct to bodies corporate

For the purposes of this Act, any conduct engaged in on behalf of a body corporate by an employee, agent or officer of the body corporate acting within the actual or apparent scope of his or her employment, or within his or her actual or apparent authority, is conduct also engaged in by the body corporate.

Note

See the jurisdictional note in the Appendix.

Division 5 Proceedings against the Crown and public authorities and local authorities

243 Offences and the Crown

- (1) If the Crown is guilty of an offence against this Act, the penalty to be imposed on the Crown is the penalty applicable to a body corporate.
- (2) For the purposes of this Act, any conduct engaged in on behalf of the Crown by an employee, agent or officer of the Crown acting within the actual or apparent scope of his or her employment, or within his or her actual or apparent authority, is conduct also engaged in by the Crown.

Note

See the jurisdictional note in the Appendix.

244 Officers

- (1) A person who makes, or participates in making, decisions that affect the whole, or a substantial part, of the business or undertaking of a Government department, public authority or local authority is taken to be an officer of the Crown or that authority for the purposes of this Act.
- (2) A Minister of a State or the Commonwealth is not in that capacity an officer for the purposes of this Act.
- (3) An elected member of a local authority is not in that capacity:
 - (a) a person conducting a business or undertaking; or
 - (b) an officer of the local authority,for the purposes of this Act.
- (4) The Crown is a body for the purposes of section 26

245 Responsible agency for the Crown

- (1) If the Crown is to be served with an infringement notice, or proceedings are brought against the Crown, for an offence against this Act, the responsible agency in respect of the offence may be specified in the infringement notice or any document initiating, or relating to, the proceedings.
 - (2) In this section, the *responsible agency* in respect of an offence is the agency of the Crown:
 - (a) whose acts or omissions are alleged to constitute the offence; or
 - (b) if that agency has ceased to exist, that is the successor of that agency; or
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- (c) if that agency has ceased to exist and there is no clear successor, that the court declares to be the responsible agency.
- (3) The responsible agency in respect of an offence is entitled to act in proceedings against the Crown for the offence and, subject to any relevant rules of court, the procedural rights and obligations of the Crown as the accused in the proceedings are conferred or imposed on the responsible agency.
- (4) The person prosecuting the offence may change the responsible agency during the proceedings with the court's leave.

246 Infringement notices may be issued to the Crown

The Crown may be issued with an infringement notice for an offence against this Act.

247 Proceedings against public authorities and local authorities

- (1) A public authority or local authority is liable to pay any penalty imposed on the authority for an offence against this Act or the regulations.
- (2) A public authority or local authority may be issued with an infringement notice for an offence against this Act or the regulations.

248 Proceedings against successors to public authorities

- (1) Proceedings for an offence against this Act that were instituted against a public authority before its dissolution, or that could have been instituted against a public authority if not for its dissolution, may be continued or instituted against its successor if the successor is a public authority.
 - (2) An infringement notice served on a public authority for an offence against this Act is taken to be an infringement notice served on its successor if the successor is a public authority.
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- (3) Similarly, any penalty paid by a public authority in respect of an infringement notice is taken to be a penalty paid by its successor if the successor is a public authority.

Division 6 Civil liability not affected by this Act

249 Civil liability not affected by this Act

Nothing in this Act is to be construed as:

- (a) conferring a right of action in civil proceedings in respect of a contravention of a provision of this Act; or
- (b) conferring a defence to an action in civil proceedings or otherwise affecting a right of action in civil proceedings; or
- (c) affecting the extent (if any) to which a right of action arises, or civil proceedings may be taken, with respect to breaches of duties or obligations imposed by the regulations.

Part 14 General

Division 1 General provisions

250 Offence to give false or misleading information

- (1) A person must not give information in complying or purportedly complying with this Act that the person knows to be false or misleading in a material particular.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (2) A person must not produce a recording or document in complying or purportedly complying with this Act that the person knows to be false or misleading in a material particular without:

- (a) indicating the respect in which it is false or misleading; and
(b) if practicable, providing correct information.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

Note

See the jurisdictional note in the Appendix.

251 Act does not affect legal professional privilege

Nothing in this Act requires a person to produce a recording or document that would disclose information, or otherwise provide information, that is the subject of legal professional privilege.

252 Immunity from liability

- (1) An inspector, or other person engaged in the administration of this Act, incurs no civil or criminal liability for an act or omission done or omitted to be done in good faith and in the execution or purported execution of powers and functions under this Act.
- (2) A civil liability that would, but for subsection (1), attach to a person, attaches instead to the State.

Note

See the jurisdictional note in the Appendix.

253 Confidentiality of information

- (1) This section applies if a person obtains information gains access to a recording or document in exercising any power or function under this Act.
- (2) The person must not do any of the following:
 - (a) disclose to anyone else:
 - (i) the information; or
 - (ii) the contents of or information contained in the recording or document;
 - (b) give access to the recording or document to anyone else; or
 - (c) use the information, recording or document for a purpose other than the exercise of a power or the performance of a function under this Act.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

- (3) Subsection (2) does not apply to the disclosure of information, or the giving of access to a recording or document or the use of information or a recording or document:
- (a) about a person, with the person's consent; or
 - (b) that is necessary for the exercise of a power or function under this Act; or
 - (c) that is necessary for administering, or monitoring or enforcing compliance with, this Act; or
 - (d) that is necessary for the administration or enforcement of another Act prescribed by the regulations; or
 - (e) that is necessary for the administration or enforcement of another Act or law, if the disclosure or access is necessary to lessen or prevent a serious risk to public health or safety; or
 - (f) that is necessary for the recognition of authorisations under a corresponding WHS law; or
 - (g) that is required for the exercise of a power or function under a corresponding WHS law; or
 - (h) that is required by any court, tribunal, authority or person having lawful authority to require the production of recordings or documents or the answering of questions; or
 - (i) that is required or authorised under a law; or
 - (j) to a Minister.
- (4) A person must not intentionally disclose to a person the name of an individual who has made a complaint in relation to that person unless:
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- (a) the disclosure is made with the consent of the complainant; or
- (b) the disclosure is required under a law.

Maximum penalty:

In the case of an individual—\$10 000.

In the case of a body corporate—\$50 000.

254 No contracting out

A term of any agreement or contract that purports to exclude, limit or modify the operation of this Act or any duty owed under this Act or to transfer to another person any duty owed under this Act is void.

255 Person not to levy workers

A person conducting a business or undertaking must not impose a levy or charge on a worker, or permit a levy or charge to be imposed on a worker, for anything done, or provided, in relation to health or safety at work.

Maximum penalty:

In the case of an individual—\$5 000.

In the case of a body corporate—\$25 000.

Division 2 Codes of practice

256 Codes of practice

- (1) The Minister may approve a code of practice for the purposes of this Act.
- (2) A code of practice may apply, adopt or incorporate any matter contained in a document formulated, issued or published by a person or body whether:

- (a) with or without modification; or
 - (b) as in force at a particular time or from time to time.
- (3) The Minister may make an order approving the variation of a code of practice or revoking the approval of a code of practice.
- (4) An order approving a code of practice, or a variation or revocation order, takes effect when notice of it is published in the Government Gazette or on such later date as is specified in the order.
- (5) As soon as practicable after making an order approving a code of practice, or a variation or revocation order, the Minister must ensure that notice of the making of the order is published in the Government Gazette and a newspaper circulating generally throughout the [State].
- (6) The regulator must ensure that a copy of:
- (a) each code of practice that is currently approved; and
 - (b) each document applied, adopted or incorporated (to any extent) by a code of practice,

is available for inspection by members of the public without charge at the office of the regulator during normal business hours.

Note

See the jurisdictional note in the Appendix.

257 Use of codes of practice in proceedings

- (1) This section applies in a proceeding for an offence against this Act.
- (2) The court may:
 - (a) have regard to an approved code of practice as evidence of what is known about a particular hazard or risk, risk assessment or risk control to which the code relates; and
 - (b) rely on that code, in conjunction with other evidence, in determining what is reasonably practicable in the circumstances to which the code relates.
- (3) Nothing in this section prevents a person from introducing evidence of compliance with this Act in a manner different from the code of practice.
- (4) A failure to comply with a code of practice does not of itself give rise to any civil or criminal liability.

Division 3 Regulation-making powers

258 Regulation-making powers

- (1) The Governor in Council may make regulations for or with respect to a matter or thing required or permitted by this Act to be prescribed or that is necessary to be prescribed to give effect to this Act.
 - (2) Without limiting subsection (1), the regulations may make provision for or with respect to matters set out in Schedule 2.
 - (3) The regulations may:
 - (a) be of general or limited application; or
 - (b) differ according to differences in time, place or circumstance; or
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- (c) leave any matter or thing to be, from time to time, determined, applied or approved by the regulator, an inspector or any other prescribed person or body of persons; or
- (d) apply, adopt or incorporate any matter contained in any document formulated, issued or published by a person or body whether:
 - (i) with or without modification; or
 - (ii) as in force at a particular time or from time to time; or
- (e) prescribe exemptions of specified persons or specified classes of persons from complying with any of the regulations on the terms and conditions (if any) prescribed; or
- (f) allow the regulator to provide exemptions from complying with any of the regulations on the terms and conditions (if any) prescribed or, if the regulations allow, on the terms and conditions (if any) determined by the regulator; or
- (g) prescribe fees for doing any act or providing any service for the purposes of this Act and prescribe the circumstances and way in which fees are to be refunded; or
- (h) prescribe a penalty for any contravention of the regulations not exceeding [to be determined]; or
- (i) prescribe infringement penalties for infringement offences which must not exceed [to be determined].

Note

See the jurisdictional note in the Appendix.

Schedule 1 Application of Act to dangerous goods and high risk plant

- 1 This Act applies to the storage and handling of dangerous goods even if the dangerous goods are not at a workplace or for use in carrying out work.
 - 2 For the purposes of clause 1:
 - (a) a reference in this Act to carrying out work includes a reference to the storage or handling of dangerous goods; and
 - (b) a reference in this Act to a workplace includes a reference to the premises at or in which the dangerous goods are stored or handled; and
 - (c) a reference in this Act to work health and safety (however expressed) includes a reference to public health and safety.
 - 3 This Act applies to the operation or use of high risk plant, affecting public safety, even if the plant is not situated, operated or used at a workplace or for use in carrying out work.
 - 4 For the purposes of clause 3:
 - (a) a reference in this Act to carrying out work includes a reference to the operation and use of high risk plant affecting public safety; and
 - (b) a reference in this Act to a workplace includes a reference to any high risk plant affecting public safety and the premises at or in which the plant is situated or used; and
 - (c) a reference in this Act to work health and safety (however expressed) includes a reference to public health and safety.
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Schedule 1 Application of Act to dangerous goods and high risk plant

5 The operation of this Schedule is subject to any exclusions or modifications prescribed by the regulations.

6 In this Schedule:

dangerous goods means any thing prescribed as dangerous goods.

high risk plant means plant prescribed as high risk plant.

Note

See the jurisdictional note in the Appendix.

Schedule 2 The regulator

Note

See the jurisdictional note in the Appendix.

Schedule 3 Regulation-making powers

1 Duties

- 1.1 Matters relating to the way in which duties imposed by this Act are to be performed.
- 1.2 Matters relating to the regulation or prohibition of specified activities or a specified class of activities:
 - (a) at workplaces or a specified class of workplaces; or
 - (b) by a specified class of persons on whom duties or obligations are imposed by this Act, to eliminate or minimise risks to health or safety.

2 Incidents

- 2.1 Matters relating to regulating or requiring the taking of any action to avoid an incident at a workplace or in the course of conducting a business or undertaking.
- 2.2 Matters relating to regulating, requiring or prohibiting the taking of any action in the event of an incident at a workplace or in the course of conducting a business or undertaking.

3 Plant, substances or structures

Matters relating to regulating or requiring:

- (a) the examination, testing, labelling, maintenance or repair of plant and structures; or
 - (b) the examination, testing, analysis or labelling of any substance.
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4 Protection and welfare of workers

- 4.1 Matters relating to regulating or requiring the provision and use of protective clothing or equipment, or rescue equipment, in specified circumstances.
- 4.2 Matters relating to regulating or requiring the provision of prescribed facilities for the welfare of workers at the workplace.
- 4.3 Matters relating to health and safety in relation to accommodation provided to workers.

5 Hazards

Matters relating to prescribing standards relating to the use of or exposure to any physical, biological, chemical or psychological hazard.

6 Records and notices

- 6.1 The keeping and availability of records of health and safety representatives and deputy health and safety representatives.
- 6.2 The keeping of records in relation to incidents.
- 6.3 The keeping of records of specified activities, matters or things to be kept by specified persons.
- 6.4 The giving of notice of specified activities, matters or things to the regulator, an inspector or other specified person.

7 Authorisations

- 7.1 Matters with respect to authorisations (including licences, registrations and permits) and qualifications, and experience for the purposes of Part 4 including providing for:
 - (a) applications for, issue, renewal, variation, suspension and cancellation of authorisations; and
 - (b) exemptions; and
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- (c) authorisation of persons as trainers; and
- (d) examination of applicants for authorisations; and
- (e) conditions of authorisations; and
- (f) fees for applications for issue, renewal and variation of authorisations.

7.2 The circumstances and way in which a decision made under the regulations with respect to an authorisation or qualifications or experience referred to in Part 4 may be reviewed, including conferring jurisdiction on a designated court or tribunal to conduct that review.

7.3 The recognition of authorisations under corresponding WHS laws and exceptions to recognition.

7.4 The sharing of information with corresponding regulators relating to the issue, renewal, variation, suspension or cancellation of authorisations.

8 Health and safety committees

Matters relating to health and safety committees.

9 Issue resolution

9.1 The minimum requirements for an agreed procedure for resolving an issue.

9.2 The requirements for an issue resolution procedure where there is no agreed procedure.

10 WHS entry permits

Matters with respect to WHS entry permits, including providing for:

- (a) eligibility for WHS entry permits; and
- (b) procedures for applications for WHS entry permits and objections to applications for WHS entry permits; and

- (c) conditions of WHS entry permits; and
- (d) the form of WHS entry permits; and
- (e) requirements for training; and
- (f) records of WHS entry permits.

11 Identity cards

Matters relating to identity cards.

12 Forfeiture

- 12.1 Costs of forfeiture and disposal of forfeited things.
- 12.2 Disposal of seized things and forfeited things.

13 Review of decisions

Matters relating to the review of decisions under the regulations including prescribing decisions as reviewable decisions for the purposes of Part 10 and conferring jurisdiction on the designated court or tribunal to conduct reviews.

APPENDIX

JURISDICTIONAL NOTES

Section	Jurisdictional Note
1	Appropriate local provisions to be inserted. However, a uniform form of citation is suggested, for example, the <i>Work Health and Safety Act 2010</i> . In Victoria a purpose provision will be used in place of the citation provision.
2	Appropriate local provisions to be inserted with a view to commencing the model provisions on the same date in each jurisdiction.
3(1)	The words in brackets are optional for jurisdictions. They may only be included if the relevant provisions of Schedule 1 are included.
3(2)	The words in brackets are optional for jurisdictions. They may only be included if the relevant provisions of Schedule 1 are included
4 <i>authorising authority</i>	Each jurisdiction will need to specify the court or tribunal or body to be the authorising authority for that jurisdiction. If the term regulator or designated court or tribunal or both is to be used in Part 7 instead of authorising authority, this definition is to be deleted.
4 <i>corresponding WHS law</i>	Each jurisdiction will include its own list of Acts for correspondence, e.g. Dangerous Goods Acts. This term is used in sections 147 and 245 and item 7 of Schedule 2 to refer to appointments, authorisations and information-sharing under corresponding WHS laws.
4 <i>designated court or tribunal</i>	Each jurisdiction will specify a relevant court or tribunal that deals with work health and safety matters in its jurisdiction, for example an Industrial Relations Tribunal. The Commonwealth or another jurisdiction may need to appoint a different court or tribunal for different provisions.
4 <i>local authority</i>	Each jurisdiction will determine the local authorities for its jurisdiction.

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Section	Jurisdictional Note
4 <i>medical treatment</i>	Each jurisdiction will specify the relevant registration Act which will be the Health Registration National Law of that jurisdiction.
4 <i>public authority</i>	Each jurisdiction will determine the public authorities for its jurisdiction.
4 <i>regulator</i>	Each jurisdiction will specify the relevant regulator for its jurisdiction, for example WorkSafe Victoria.
4 <i>WHS law</i>	Each jurisdiction will specify the WHS laws for its jurisdiction. This term is relevant to information sharing.
9	Each jurisdiction will, if necessary, enact a provision to ensure that the Crown in right of the jurisdiction and also in all its other capacities is bound by the model provisions. For example, the Australian Capital Territory can omit this provision because of the effect of section 121 of its <i>Legislation Act 2001</i> .
10	Each jurisdiction may insert a local provision relating to extra-territorial application including the extra-territorial reach of offences.
11	Each jurisdiction may insert local provisions to establish the relationship between the model provisions and other Acts in the jurisdiction. The Commonwealth will need to deal with the operation of Commonwealth and State and Territory laws, see for example section 4 of the <i>Occupational Health and Safety Act 1991</i> of the Commonwealth. The Commonwealth may need to draft provisions to deal with matters relating to national security, defence and federal police operation, see for example sections 6 to 8 of its <i>Occupational Health and Safety Act 1991</i> of the Commonwealth.
37	A jurisdiction may remove this reporting requirement to the extent that similar reporting arrangements exist under local laws.
102	Each jurisdiction may need to make appropriate amendments to this provision to ensure it conforms to local legislation.

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Section	Jurisdictional Note
107	Jurisdictions may need to include their own definitions of emergency services worker.
112	A jurisdiction may include other relevant local laws in section 112(3)(b).
114	Each jurisdiction may adjust the definition of <i>another law</i> to fit its jurisdiction.
Part 7	A jurisdiction may use <i>regulator</i> rather than <i>authorising authority</i> for some or all of the provisions of Part 7 and make any necessary consequential changes. This will be necessary for jurisdictions where the regulator performs some or all of the functions of the authorising authority.
115	A jurisdiction may insert its relevant industrial law.
118	The Commonwealth may need to provide that 24 hours' notice may be required to enter workplaces associated with national security, defence and federal police operations.
137	Subsection (1)(a) should be omitted if the regulator is to be the "authorising authority".
141	Subsection (4)(b)(vii) should be omitted if the regulator is to be the authorising authority.
151	Jurisdictions may add to the list of functions.
153	A jurisdiction may specify local delegation requirements and the persons to whom a delegation may be made.
155	<p>A jurisdiction will need to include local provisions to ensure that appropriate arrangements are made for the appointment as an inspector of a person who is an inspector under a corresponding WHS law.</p> <p>A jurisdiction may need to include local provisions to ensure that the dual appointments are made in a manner consistent with any applicable public service laws. For example, section 51 of the Occupational Health and Safety Act of the Commonwealth.</p> <p>A jurisdiction may replace the term <i>public servant</i> with the corresponding or appropriate term used in the jurisdiction.</p>

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Section	Jurisdictional Note
159	A jurisdiction may omit paragraph (f) if this matter is dealt with in other laws of the jurisdiction.
164	A jurisdiction may omit the words "without paying for it" in subsection (1)(f).
166	A jurisdiction will need to make appropriate adjustments to the search warrant provisions to enable them to operate in its jurisdiction.
178	The Commonwealth will need to adjust this provision for its jurisdiction.
183	<p>A jurisdiction will need to replace "State" with "Territory" or "the Commonwealth" as is relevant to the jurisdiction.</p> <p>A jurisdiction may include an alternative provision that deals with compensation for acquisition of property under this Act.</p>
186	A jurisdiction may omit this provision if this matter is dealt with in other laws of its jurisdiction.
219(3)	A jurisdiction will need to replace "State" with "Territory" or "the Commonwealth" as is relevant to the jurisdiction.
222	<p>A jurisdiction may provide for the following decisions to be reviewable decisions where the regulator is the authorising authority:</p> <ul style="list-style-type: none">(a) a decision under section 133 to refuse to issue a WHS permit;(b) a decision under section 139 to revoke, suspend or take other action in relation to a WHS entry permit. <p>The eligible persons in relation to the reviewable decision would be:</p> <ul style="list-style-type: none">(a) the relevant union;(b) the person for whom the entry permit is sought, in relation to section 133;(c) the WHS permit holder, in relation to section 139.
227	Each jurisdiction must specify the appropriate external review body.

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Section	Jurisdictional Note
229	A jurisdiction may add other public officials who hold a relevant public office or administer this Act to bring proceedings for an offence against this Act, with the written authorisation of the regulator. Amendments may be necessary in some jurisdictions to ensure that this provision does not conflict with arrangements under other legislation in that jurisdiction.
230	A jurisdiction may amend subsections (3), (4) and (5) to reflect the role of the Director of Public Prosecutions in that jurisdiction or omit the provisions if they are given effect to under another law of that jurisdiction.
231	A jurisdiction may amend subsection (1)(b) as appropriate in that jurisdiction to specify the kinds of official inquiries that may be conducted in that jurisdiction.
250	The Commonwealth may rely on the provisions of the Criminal Code in place of this offence.
Part 12	Jurisdictions must enact provisions to:
Division 3	<ul style="list-style-type: none">• enable an infringement scheme to be established in relation to this Act; and• prescribe the offences for which infringement notices may be issued consistent with the model regulations.
242	A jurisdiction may omit this section if the relevant laws of the jurisdiction already provide for this.
243	A jurisdiction may need to adjust this section in relation to its jurisdiction.
252	A jurisdiction will need to replace "State" with "Territory" or "the Commonwealth" in subsection (2) as is relevant to the jurisdiction.
256	The Commonwealth will need to adjust the reference to State in subsection (5) and jurisdictions may need to adjust the references to Government Gazette.
258	A jurisdiction may replace Governor in Council with the appropriate term in that jurisdiction.

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Section	Jurisdictional Note
Schedule 1	<p>This provision is optional for jurisdictions. A jurisdiction may choose to regulate high risk plant or dangerous goods or both.</p>
Schedule 2	<p>A jurisdiction may use this Schedule to establish the regulator and to provide for local consultation arrangements and for local arrangements for the collection of money and the provision of data.</p>
Additional jurisdictional notes	<p>The Commonwealth or any other jurisdiction may specify, where necessary, whether a provision of this Act is legislative or non-legislative in character.</p> <p>A jurisdiction will adjust the penalty provisions in the Model Bill to fit the manner of creating offences in its jurisdiction e.g. use of "penalty" rather than "maximum penalty".</p> <p>The Commonwealth and other jurisdictions may include subsections clarifying where all or part of an offence attracts strict liability or absolute liability.</p> <p>The Commonwealth may disapply section 4AB of the <i>Crimes Act 1914</i> of the Commonwealth to ensure uniformity with the monetary penalties in this Act.</p> <p>The Commonwealth may disapply section 4K of the <i>Crimes Act 1914</i> of the Commonwealth in relation to offences under section 74 and 148.</p> <p>The Commonwealth and any other jurisdiction may include provisions in Division 3 of Part 10 to deal with the operation and seizure of electronic equipment during an entry and search of a place.</p>
