

## ENFORCEABLE UNDERTAKING

### Part 11

#### *Work Health and Safety Act 2011*

The commitments in this enforceable undertaking  
are offered to SafeWork NSW

By

**HETHERINGTON PLUMBING SERVICES PTY LIMITED**

002 876 888

#### **Privacy statement**

*SafeWork NSW respects your privacy and is committed to protecting personal information. The information provided on this document is for the purpose of making an undertaking to SafeWork NSW given for the purposes of part 11 of the WHS Act. This information will be managed within the requirements of the current state government privacy regime.*

*SafeWork NSW may publish the undertaking and the information contained in it for purposes identified in the undertaking or for other appropriate legal purposes in various publications such as newspapers and on its website. SafeWork NSW may be required to disclose personal information to other regulatory agencies in accordance with other law enforcement activities which may be conducted as part of an investigation. Further information on our privacy policy is available at [www.SafeWork.nsw.gov.au](http://www.SafeWork.nsw.gov.au)*

## Enforceable Undertaking

### Purpose

The purpose of this enforceable undertaking is to document the undertakings offered to SafeWork NSW pursuant to Part 11 of the Work Health and Safety Act 2011 (WHS Act) in connection with matters relating to alleged contraventions of the WHS Act or the Work Health and Safety Regulations 2011 (the Regulations).

### Section 1 – General information

#### a. Details of the person proposing the undertaking

**Registered Address:** [REDACTED]

**Postal address:** PO BOX 432  
COROWA 2646

**Telephone contact:** [REDACTED]

**Email address:** [REDACTED]

**Legal structure:** REGISTERED COMPANY

**Type of business:** PLUMBING

**Commencement date of the entity:** 15 June 2000

**Number of workers:** Full-time: 7  
Part-time: 0  
Casual: 1

**Products and/or services:** PLUMBING, DRAINING, GASFITTING.

**Comments:** Hetherington Plumbing Services is a rural based company, covering all facets of the plumbing trade. This includes plumbing, drainage, LP gas fitting, Natural gas fitting, back flow prevention, thermostatic mixing valves and roof plumbing. Due to our location we cover Commercial, Domestic / Residential and Rural work.

**b. Details of the alleged contravention**

It is alleged by SafeWork NSW that on 21 May 2016, Hetherington Plumbing Services Pty Limited (HPS) failed to discharge their obligations as a person conducting a business or undertaking under sections 19(1) and 32 of the WHS Act in that it did not ensure so far as reasonably practicable the health and safety of workers.

**c. Details of the events surrounding the alleged contravention**

The injured worker, who was an employee of a crane company, was on a bondor panel base below the roof line performing dogging duties. He moved from this area to a non-load bearing section of the structure presumably to assist with the receiving of pre-cut roof sheets. The injured worker fell through the roof and sustained serious injuries.

**d. An acknowledgement that SafeWork NSW alleged a contravention has occurred**

It is acknowledged that SafeWork NSW has alleged that HPS has contravened sections 19(1) and 32 of the WHS Act.

**e. The details of any injury that arose from the alleged contravention**

[REDACTED]

**f. The details of any enforcement notices issued that relate to the alleged contravention**

Were enforcement notices received?

No

**g. A statement of assurance about future work health and safety behaviour**

HPS is committed to complying with its obligations under the WHS Act and ensuring, so far as reasonably practicable the health and safety of all workers and those who may be affected by its business or undertakings.

**When an alleged contravention is associated with an injury/illness**

**h. The details of the type of workers compensation provided (if the injured person(s) is a worker of the person)**

N/A as the worker was not an employee of HPS.

**i. The details of the support provided, and proposed to be provided, to the injured person(s) to overcome the injury/illness**

The worker was not an employee of HPS.



The following support has been provided to the worker and/or their family:

Date	Description of support	Comments
23/05/2016	Phone call to worker's employer.	Enquiring on injured worker's condition
During the 2016 year	Regular phone calls to the worker's employer and to the business at the site where the incident occurred.	Enquiring on injured worker's condition
July 2017	Met with the worker's employer.	Injured workers health is improving.

**j. The details of any existing work health and safety management system (WHSMS) at the workplace including the level of auditing currently undertaken**

HPS has an existing WHSMS but this has not been assessed against the principles of AS/NZS 4801:2001. This includes:

- Documented policies and procedures
- Safety handbook
- Incident reports
- Documented toolbox meetings etc.

Competency assessments are initially performed through apprenticeship/traineeship training plans through a registered training organisation (TAFE NSW) and HPS. Trade certificates are only issued to persons who are deemed competent in the plumbing trade. Hetherington Plumbing employees are either apprentices or trade certified plumbers.

HPS also monitor employees' competency through monitoring completed tasks and the safety assessments that are attached to each job sheet.

SWMS are completed and implemented for all high-risk work and for all other work, a risk assessment is attached to the job sheet for the employee to complete.

To improve our safety management system HPS, through consultation with management and staff have decided a digital system will increase and encourage the participation of all employees and therefore improving our safety outcomes.

HPS is committed to improving safety through extra training for Employees.

To date we have completed the following training sessions:

- Elevated work platform
- Confined space
- Working at heights and working at heights refresher
- First aid.

HPS has currently registered for a working at heights course for new employees to be carried out in 2020. This will flow on through our EU proposal if accepted, with further training through a registered training facility for a nationally accredited Risk Assessment Facilitator Course.

**k. The details of any consultation undertaken within the workplace regarding the proposal of an enforceable undertaking**

HPS have kept employees updated on the incident. It has been explained to the employees that the company is working on an enforceable undertaking proposal and what this entails. Updates are



provided to employees via tool-box meetings and management meetings. The progress of our enforceable undertaking proposal is discussed with employees each day at pre-start.

**I. A statement of regret that the incident occurred (i.e. not an admission of guilt)**

HPS regrets that the incident on 21 May 2016 occurred and the Worker sustained injuries as a result of the incident.

**m. Any rectifications made as a result of the alleged contravention**

Description	\$ Amount
Reviewed all Safety Systems- Administration / 379 hrs	12,128.00
Developed Contractor Induction Document / 21hrs	672.00
Purchased shock absorber lanyards x 2	204.60
Purchased 1 double lanyard	402.00
Skylotec harness kits x 2	246.00
Templink x 1	546.04
Temporary static line x 1	357.50
T Top bollards	154.00
Tag & lockout box & extra witches hats	552.50
Purchased extra safety signage	259.60
Welding frame with curtain	157.00
Purchased extra fire extinguishers x 3 & safety cabinet	616.00
Platform ladder	385.00
Refresher course – Working at heights	0.00
Confined space course x 6 workers	2,010.00

**TOTAL AMOUNT SPENT ON RECTIFICATIONS**

**\$18,690.24 INCL. GST**

**n. A commitment that the behavior that led to the alleged contravention has ceased and will not reoccur**

HPS commits that the behaviour that lead to the alleged contravention has ceased and that it will take all reasonably practicable steps to prevent recurrence of this type of incident.

**o. A commitment to the ongoing effective management of work health and safety risks**

HPS commits that it will exercise its best endeavours to the ongoing effective management of work health and safety risks.

**p. A statement of ability to comply with the terms of the enforceable undertaking**

HPS acknowledges that it has the financial ability to comply with the terms of this enforceable undertaking and has provided evidence with this undertaking to support this declaration.

**q. The person is required to provide information regarding any prior work health and safety convictions**

SafeWork NSW requests a list outlining details of any prior work health and safety convictions or findings of guilt under work health and safety legislation<sup>2</sup> or work health and safety related legislation.

No  HPS has had no prior work health and safety convictions.

2. Subject to any local legal constraints such as spent conviction legislation.

**r. Statement regarding relationships with beneficiaries**

HPS acknowledges there are no known current relationships with any of the beneficiaries outlined in the enforceable undertaking, other than the current employees of HPS and the injured worker.

**s. Intellectual property licence**

HPS grants SafeWork NSW a permanent, irrevocable, royalty-free, worldwide, non-exclusive license to use, reproduce, distribute, electronically transmit, electronically distribute, adapt, and modify any materials developed as a result of this enforceable undertaking.

**t. A commitment to participate constructively in all compliance monitoring activities of the undertaking**

HPS acknowledges that the responsibility for demonstrating compliance with this undertaking rests with the person who has given this undertaking. Evidence to demonstrate compliance with the terms will be provided to SafeWork NSW by the due date for the term.

HPS acknowledges that SafeWork NSW may undertake other compliance monitoring activities to verify the evidence that is provided and compliance with the relevant term. The evidence provided to demonstrate compliance with the undertaking will be retained by the person who has given this undertaking until advised by SafeWork NSW that the undertaking has been completely discharged.

HPS acknowledges that SafeWork NSW may initiate additional compliance monitoring activities, such as inspections, as considered necessary at SafeWork NSW's expense.

HPS acknowledges that should there be any delay in the commencement/delivery of the Enforceable Undertaking based on current community and workplace health and safety concerns and related business continuity disruption caused by COVID-19, this will be subject to mutual agreement (confirmed in writing) between HPS and SafeWork NSW.

**u. Acknowledgement of enforceable undertakings guidelines**

HPS has read and understood SafeWork NSW Enforceable Undertakings Guidelines and Enforceable Undertakings Customer Service Standard.

HPS will ensure that all evidence of the enforceable terms will be provided to SafeWork NSW by the agreed dates set out in this enforceable undertaking.

## **Section 2 – Enforceable Terms**

**a. An acknowledgement that the enforceable undertaking will be published and publicised**

HPS acknowledges that the enforceable undertaking will be published on SafeWork NSW's internet site and may be referenced in SafeWork NSW's publications.

HPS will, within thirty (30) days of the date of acceptance of this enforceable undertaking, cause a public notice to be published in the Border Morning Mail which will be drafted using the script provided in Annexure 1.



**b. A commitment regarding linking the strategy and promotion of benefits to the enforceable undertaking**

HPS is committed to ensuring that any promotion of a benefit arising from this enforceable undertaking will clearly link the benefit to the undertaking and that the undertaking was entered into as a result of the alleged contravention.

**c. A commitment to disseminate information about the undertaking to workers, and other relevant parties (which may include work health and safety representatives), and in the annual report (if applicable)**

HPS agrees to disseminate information about the enforceable undertaking within the workplace, including to the members of any health and safety committee, health and safety representatives and all subcontractors working for HPS. This information will be disseminated through tool-box meetings with employees and printed on the inside of the company's site safety handbook. and will be completed within three months from the date of acceptance of the enforceable undertaking.

HPS is not required to publish an annual report.

HPS commits that any strategies that involve safety information being provided to the industry and/or community will be subject to SafeWork NSW's review and approval of the content prior to dissemination.

**Strategies that will deliver benefits to the workplace, industry and the community**

**d. Strategies that will deliver workplace benefits**

**1. Safety Training**

**Scope:**

HPS recognises as a PCBU and principal contractor we have a responsibility in supporting and promoting safety in the workplace. In order to achieve a high standard in this area we need to have leaders and all workers with the knowledge and ability to be able to make safer choices.

All managers, plumbers and apprentices in the company (Managers x 2, Plumbers x 2, Admin x 1 and Apprentices x 2), will enrol in a Nationally Accredited Risk Assessment Facilitator Course.

This course contains two units of competency: MSMWHS201-Conduct Hazard Analysis and RIIRIS201D-Conduct Local Risk Control. The aim of this course is to provide leaders and workers with extra knowledge and skills to identify hazards and apply risk principles and rank these hazards using various types of risk matrixes.

Topics included in this course are:

- Access and apply site safety procedures
- Apply personal safety measures
- Apply operational safety measures
- Maintain personal wellbeing for job, Identify and report incidents
- Basic understanding of AS4360.
- Define the context for the hazard analysis
- Identify hazards
- Assess risks
- Control risks
- Monitor and review risk controls.



**Target issue:**

This strategy will improve the standard of safety in the workplace. In recognising the importance of a high level of safety management. It is imperative that the supervisors and workers have a greater awareness and understanding of their roles. This will greatly assist in developing an ongoing safer working culture, particularly with working at heights which has proven to be a problem in the industry and with our company.

**Tangible outputs / deliverables:**

- Managers x 2, Admin x 1, Plumbers x 2 and Apprentices x 2 to attend the following:
  - Nationally Accredited Risk Assessment Facilitator course – half day course
  - JSEA course – half day course
- The course will be conducted by a registered training organisation.
- Certificate of completion for all attendees to be provided to SafeWork NSW as evidence of attendance.

**Audience / beneficiaries:**

This strategy is intended for the benefit of our management staff and employees totalling 7.

**Delivery method:**

The Risk Assessment Facilitator Course and the JSEA Course (to be completed in one full day) will be run by a registered training organisation. At the completion of the courses a recognition of competency will be issued by the training organisation and a copy will be provided to SafeWork NSW as evidence of completion of this training.

**Timeframe:**

Course	Session Intervals
Job Safety Environment Analysis Course (JSEA)	1/2-day course – within three months of acceptance of the EU
Risk Assessment Facilitator Course	1/2-day course – within three months of acceptance of the EU

**Work health and safety outcome:**

These strategies will improve our supervisors' and workers' knowledge of all components of WHS. This will be achieved by attending the course and be re-affirmed through regular toolbox meetings.

HPS will monitor the benefit of this strategy through the implementation of a job review system for all high-risk work performed. Each high-risk job will be reviewed on completion and a written monthly assessment documented for inspection and feed back to staff for ongoing, improvement to HPS safety systems.

HPS believes this will show an improved safety culture through increased knowledge, skill, capability and safety practices. Improved leadership and commitment to safety as well as communicating expectations of safety procedures to workers (including subcontractors) will reduce risks and in particular fall hazards, amongst workers.

**Cost Breakdown:**

Description	\$ Amount
JSEA and Risk Facilitator coarse are delivered together for 7 HPS staff	\$1,850
Lost time	\$4,240
Travel costs	\$300

**Total estimated cost: \$6,390**

**2. Integration of Project & Safety Management Systems.**

**Scope:**

HPS recognises its responsibilities as a PCBU and its obligation to promote and provide a safe workplace. Through monitoring and reviewing the implementation of key strategies, HPS will influence and enforce safe work principals throughout its organisation.

As part of the enforceable undertaking HPS will introduce cloud-based software solutions which are tailored to its organisational needs. Introduction of this software will streamline safety and project processes.

Training will be provided to a HPS leader by a software solutions specialist, training will be provided for up to 6 weeks with the option of additional training where required. Training programs will be over the phone and online video link such as Adobe Connect, Skype etc. The leader will provide training to all staff for use of the new system, this also applies to all new employees as part of their induction process.

The software solution will address the following:

- Integration of project and safety management in a single system.
- Better connect clients, contractors and other site persons directly with HPS safety consultation and management.
- New methods of communication and consultation with workers.
- Promotion of safe work practices with current software and technologies.
- Lock persons out from starting works without first completing prestart checks and relevant safety documents.
- Online document management accessible from any mobile device.
- Standardisation of tasks approved by HPS reducing risk of human error.
- New methods for improving safety culture and dealing with barriers.

**Target Issue:**

HPS recognise its responsibility as a PCBU in the construction industry and recognise the prevalent safety concerns within it. Safety and project management need to be integrated as the same process to create autonomy when undertaking tasks and projects.

Any tasks must have checklists and safety forms completed before they are started and signed off. All task information such as completed safety forms, additional forms, photographs, sent copies of safety forms, timestamps and GPS data is instantly recorded into every job file viewable by the administrator and stored into the cloud in accordance with record keeping policies and procedures.



**Tangible Outcomes / Deliverables:**

Tangible outcomes and deliverables of the strategy will be:

- Migration to a new project and safety management system (cloud based – field and office).
- Competency training for a HPS leader and admin staff on the software solution by the software specialist.
- Competency training for all employees to be provided by a HPS leader and admin staff to ensure staff become proficient and effective users of the software solution.
- Amalgamation of safety and project management policies and procedures.
- Improved communication and consultation methods with employees and contractors.
- Records of training and how competence was assessed and reviewed for each employee, will be provided to SafeWork NSW.

**Audience / Beneficiaries:**

The target audience and beneficiaries of this strategy are all employees of HPS including its director and any supervisors. New employees will be inducted with the system and trained to use it competently.

**Delivery Method:**

A leader will be provided competency training for the software by a software specialist. The leader will then be responsible for the training of all other staff for both field and office locations. Policies and procedures will be developed embedding the software into the core business structure, the strategy will have measurable outcomes that will be reviewed by the leader and/or management. If staff are not achieving expected outcomes further training will be provided internally or by an independent professional. Performance measures will be provided to SafeWork NSW.

During the first twelve months of the implementation of the software, assessment sheets for each individual will be filled out reflecting their frequency and competency in completing a JSA and a

SWMS. These assessment sheets will then be compared to assessments made earlier from January 2020 paper forms of a JSA and SWMS prior to the digital format.

It would be expected that the comparison would show an increase in frequency and competence and overall a better safety awareness.

**Timeframes:**

Below are forecasted timeframes for strategies:

X= date of EU acceptance

	Commencement	Completion
<ul style="list-style-type: none"> <li>• Draft strategy program.</li> <li>• Consult with employees to determine learning outcomes.</li> </ul>	X + 2 months	X + 3 months
<ul style="list-style-type: none"> <li>• Develop policies and procedures including monitoring and implementation of strategy.</li> <li>• Training of the HPS leader and all staff.</li> </ul>	X + 3 months	X + 12 months



<ul style="list-style-type: none"> <li>Monitor and review outcomes and provide updates to SafeWork.</li> </ul>	X + 12 months and every ¼ after (continuous)	Continuous review
<ul style="list-style-type: none"> <li>Take required actions to ensure outcomes meet expectation.</li> </ul>	From first review	+ 1 Month after review
<ul style="list-style-type: none"> <li>Undertake an evaluation of the software's implementation and provide a report to SafeWork.</li> </ul>	X+12 months	X+ 13months

**Work Health and Safety Outcome:**

The migration to the use of cloud-based project and safety management software will amalgamate two processes to improve documentation review and control. The new solution will streamline the safety and project process ensuring organisational and safe work compliance with employees. All staff will be able to access and complete any safety compliance forms which will be immediately communicated to head office. The new process will promote and enforce a strong safety culture and aid in policing a zero tolerance for noncompliance within the organisation.

Information logged in the software can be immediately shared with clients, SafeWork inspectors and any other person who requires proof of documentation.

**Cost Breakdown:**

Description	\$ Amount
Software initial setup fee	900
Software merger fee	400
Software document management	360
Software accounting Link	120
Software annual fee	3,000
Software additional training allowing – 5hrs x \$89.00	445
Software consultation for form creation allowing - 10 sessions / hr x \$119.00	1,119
Hardware for field staff	2,500
Mobile plan for field hardware (annual cost total)	900
Staff lost time costs (15 mins / day / worker x 3mnths)	7,300
Administration Costs (1/2 hr / day x 3mnths)	2,750
Ongoing yearly costs (second year)	4,380

**Total estimated cost: \$24,174**

**Total estimated cost of workplace benefits: \$30,564**

**e. Strategies that will deliver industry benefits**

**3. Working at Heights Presentation**

**Scope:**

HPS recognises a need to improve the safety culture of the construction industry in our regional area. Because there is limited multi high rise construction, there is often a false sense of complacency around total compliance. Part of this is possibly due to lack of training and knowledge. With the development of a working at heights presentation based on the company's own case study

it will increase awareness of the seriousness of non-compliance and the need for further education and training within the Industry.

**Target issue:**

This strategy will be targeted at the smaller construction industry businesses as well as students and apprentices, training or considering careers in the industry. The strategy will focus on the risk of working at heights, the ramifications of not being totally compliant i.e. seriously injured and the measures which should have been in place to avoid that injury.

The presentation will have a larger impact of awareness on industry members when delivered by a fellow trades person and will also resonate more clearly with students and apprentices. Due to the many falls from heights in the construction industry it is obvious there is still a great requirement for improved awareness.

**Tangible outputs / deliverables:**

The presentation will be given verbally with the aid of a PowerPoint display. Two company managers from HPS will deliver the session which will focus on the incident that the company has been involved in.

The presentation will be delivered to the following:

- High school students, parents & other exhibitors – approximately 250
- TAFE college students – approximately 20 per class
- Chamber presentation - approximately 30

The presentation will revolve around the case study itself, including the details of the project that led up to the fall from height incident, the fall and the conclusions of the causes of the incident. This will lead into reverberating risk analysis and management for working at heights and the importance of total compliance.

The presentation will be provided to SafeWork NSW for review and approval prior to delivery.

A questionnaire/survey will be developed to evaluate the effectiveness of the presentation and will be provided to SafeWork NSW.

**Audience / beneficiaries:**

The target audience for this strategy will be PCBUs, including construction workers, students and apprentices. The presentation will create awareness of their responsibility to the WHS Act and Legislation 2011, the existence of Codes of Practice and their use and the awareness of hazards for working at heights.

The presentation through a real-life case study will highlight the need for compliance and a shift with work - place safety culture.

- The high school students including parents- approximately 250
- TAFE college students approximately 20 per class
- Chamber presentation approximately 30 (these are estimates only).

**Delivery method:**

The case study HPS has undertaken will flow into the development of the presentation. It will be delivered by a PowerPoint and verbal presentation and will be developed with the assistance of a specialist company, who will also aid in training for the presentation.



The presentations will be broken into three areas.

- Albury TAFE College – will deliver two presentations per year over two years (confirmed by letter).
- Corowa Business Chamber – a presentation hosted by the Chamber at the Corowa Rutherglen Football Club rooms (confirmed by letter).
- High school students – the presentation will be delivered at the Corowa bi-annual Careers Expo in 2021. This will be the same presentation theme but a static display with HPS to present to explain the importance of a safety culture in the workplace.

A questionnaire/survey will be developed to evaluate the success of the presentations and attendees at the HPS Expo site will be asked four relevant questions about the connection between a career and safety in the workplace. The questionnaire will be documented and provided to SafeWork.

**Timeframes:**

Description	Presentation Dates
Presentation at Albury TAFE	In alignment with curriculum, twice during 2020 and 2021
Careers Expo	First quarter of 2021 (dependent on Expo date)
Presentation to Corowa Business Chamber	Last quarter of 2020 (dependent on chamber events)

**Work health and safety outcome:**

The outcome will create a better awareness of safety at heights, the responsibilities of workers and PCBU's to eliminate or if that is not possible to minimise risks related to construction work. It is believed that the presentation will also encourage a better safe work culture in our region.

**Cost Breakdown:**

Description	\$ Amount
Costs of compiling the information	2,160
PowerPoint development costs	2,500
Advertising	500
Travel	450
Catering – Business Chamber	300
Questionnaire development and production	500
Presentation personnel at 2 people x 45hrs	8,000
Equipment for presentation	400

**Total estimated cost: \$14,810**

**Total estimated cost of industry benefits \$14,810**



**f. Strategies that will deliver community benefits**

**4. Safety at Heights Awareness Campaign**

**Scope:**

HPS will promote the importance of working safely at heights to industry but will also benefit the community through an advertising campaign via the Border Morning Mail (a regional newspaper with a weekday coverage of 12,600 readers). The advertisement will focus on safe work at heights.

The advertising strategy will lead on to the following year with a Gold Partnership Package with the Corowa Rutherglen Football Club. The package will offer promotional opportunities in signage and listings for SafeWork NSW messages.

HPS will run the promotion over the remainder of 2020 and will conclude with the Football Sponsorship in 2021.

**Target issue:**

The advertising campaign in the Border Morning Mail will reach a broad demographic of the community.

The signage and listings will be seen by the public every home game during the football season as well as by players and club committee members each week during training. As Corowa Rutherglen Football Club is part of the Ovens and Murray Football League the promotional listings and signage will be visible to a large audience as towns and cities such as Albury Wodonga, Yarrowonga, Wangaratta, Lavington and Myrtleford are included.

**Tangible outputs / deliverables:**

The advertising campaign will be promoting safety at heights in a 92mm x 102mm layout, once a month for a six-month period.

HPS will seek input and approval from SafeWork NSW with regards to the messaging to be used in the campaign, prior to its rollout.

The Golden Partnership Package will include:

- Premium signage at the John Ford Oval
- Match day promotions
- Branding on club apparel
- Acknowledgement on club communications – social media, critic notes, emails to members
- Listings on electronic screen inside club rooms
- Listings on electronic score board
- Listings on sponsors directory
- Listings on website
- Specific promotions on social media.

HPS will seek input and approval from SafeWork NSW with regards to the messaging to be used in the campaign, prior to its rollout.

HPS will undertake an evaluation to determine the reach and effectiveness of the campaign and this will be provided to SafeWork NSW.

**Audience / beneficiaries:**

Working safely at heights newspaper advertising, signage and promotional listings will bring more awareness to the public at large as well as workers from the construction industry, as many people involved in the industry either play football or attend the matches.

The fact that there are so many deaths and severe injuries sustained from falling from heights reinforces the need for extra awareness of the safety precautions that need to be taken. The safety culture itself in country areas needs to improve and through advertising in a regional newspaper and signage at sporting venues like Corowa Rutherglen Football Netball Club can help achieve this.

**Delivery method:**

- An advertisement will be developed in conjunction with the newspapers artwork department and SafeWork NSW, resulting in a clear message promoting safe working at heights.
- A safety slogan focused on working at heights will be developed and if approved will be used on all promotional material.
- There will be visual impact from all points on the football ground as the signage will be placed under the score board giving it constant recognition.
- There will also be visual impact on an electronic score board suggested safety at heights goal of the day promotion.
- Safely working at heights promotion over public address system periodically during the game.
- There will be, a visual presence of the safety slogan in the Club facilities, especially during after game functions, presentation events and the Golden Roos sponsorship dinner.
- A safety message will be printed on club training jumpers or club shirts.

**Timeframes:**

- The newspaper advertising will commence one month after the acceptance date of the enforceable undertaking.
- The safety slogan development will be completed by the end of October 2020 ready for the commencement of 2021 season.
- The promotional package will be implemented in March 2021.

**Work health and safety outcome:**

The outcome of this awareness campaign will be felt throughout the entire regional football community via the Sponsorship package and the broader community through the newspaper advertising campaign. At the present time, the AFL is promoting a greater awareness of safety in the workplace and so is more likely to embrace the message our strategy is promoting.



**Cost Breakdown:**

<b>Description</b>	<b>\$ Amount</b>
Gold Partnership Package	3,000
Cost of Developing slogan / graphic design	2,500
Liaison with F/Club	500
Design a questionnaire for monitoring & evaluation at annual dinner	700
Advertising campaign in the Border Morning Mail	2,967

**Total estimated cost: \$9,667**

**Total estimated cost of community benefits \$9,667**

**TOTAL ESTIMATED VALUE OF THE UNDERTAKING \$55,041**

### Section 3 – Offer of undertaking

As a duly authorised person of Hetherington Plumbing Services Pty Limited, I offer this undertaking and commit to the terms herein.

Signed: .....  
[Person]

Name: .....

Position: Director

Dated at Corowa this 11th day

of June, 2020

### Section 4 – SafeWork NSW's acceptance of undertaking

*The duration of an enforceable undertaking is determined by the content of the agreed terms. An enforceable undertaking commences and is enforceable once accepted by SafeWork NSW. The enforceable undertaking will be concluded on written advice from SafeWork NSW when all requirements of the undertaking have been satisfactorily executed.*

I accept this undertaking as an enforceable undertaking under section 216 of the WHS Act.

Signed: .....

Name: Valerie Griswold

Position: Executive Director, Investigations and Enforcement, SafeWork NSW

Dated at Sydney this 19 day of June 2020  
[suburb] [month] [year]



## **Annexure 1 – Public Notice of SafeWork NSW’s acceptance of undertaking**

### **Notice of Acceptance of an Enforceable Undertaking under Part 11 of the Work Health and Safety Act 2011.**

On 21 May 2016, a Dogman employed by a crane company and sub-contracted by Hetherington Plumbing Services Pty Limited suffered serious injuries when he fell through an opening where roof sheets had been removed. The incident occurred at a meat processing facility in Corowa NSW 2646.

SafeWork NSW investigated the incident and subsequently alleged that Hetherington Plumbing Services Pty Limited contravened sections 19(1) and 32 of the Work Health and Safety Act 2011.

This notice has been placed under the terms of an enforceable undertaking and acknowledges acceptance of an undertaking, that is enforceable under the Act, from Hetherington Plumbing Services Pty Limited, as finalisation of the abovementioned alleged contravention.

The undertaking requires the following actions:

- All management and staff to complete an accredited JSEA and risk facilitator course
- Implement an integrated digital project and safety management system
- Safe work at heights presentation to be delivered to students, apprentices and industry.
- Safety awareness message to the community through sponsorship of a local sporting club and a reinforcement of this message through advertisements in a regional newspaper.

The full undertaking and general information about enforceable undertakings is available at [www.safework.nsw.gov.au](http://www.safework.nsw.gov.au).

### Section 3 – Offer of undertaking

I offer this undertaking and commit to the terms herein.

Signed: .....  
[Person]

Name

Position: Director

Dated at Corowa this 29th day

of April, 2020

### Section 4 – SafeWork NSW's acceptance of undertaking

*The duration of an enforceable undertaking is determined by the content of the agreed terms. An enforceable undertaking commences and is enforceable once accepted by SafeWork NSW. The enforceable undertaking will be concluded on written advice from SafeWork NSW when all requirements of the undertaking have been satisfactorily executed.*

I accept this undertaking as an enforceable undertaking under section 216 of the WHS Act.

Signed: .....

Name: Valerie Griswold

Position: Executive Director, Investigations and Enforcement, SafeWork NSW

Dated at ..... this ..... day of ..... 2020  
[suburb] [month] [year]