



WHS Manual Handling trainees at Andreasens' Green, Kemp's Creek 2017

WHS Update

By Ron Widman, WHS Co-ordinator, NGINA

HOW DO YOU IDENTIFY A STROKE

Heart and blood vessel disease, known medically as cardiovascular disease, remains Australia's number one killer. It affects nearly 2.5 million Australians. Together, heart attack and stroke (maybe we should call it "brain attack") account for around a third of all deaths in Australia.

TO IDENTIFY A STROKE USE THE FAST METHOD. BEING:

F Face: Ask the person to smile. Does one side of the face droop?

A Arms: Ask the person to raise both arms. Does one arm drift downward?

S Speech: Ask the person to repeat a simple phrase. Is their speech slurred or strange?

T Time: If you observe any of these signs call 000 immediately.

CHEMICALS

A quick check list to see how you are handling your chemicals:

1. Is there a register of hazardous substances used at the nursery?
If not give me a call and I will send you one.
2. Are Safe Data Sheets available at the nursery for those using hazardous substances?
3. Are the users of chemicals trained in the safe use of those chemicals?
4. Are appropriate respirators, gloves, safety glasses and clothing provided when using chemicals?

5. Is safety equipment regularly inspected and maintained as recommended by the manufacturer?
6. Are chemicals stored in a secure location and particularly out of reach of children?
7. Are procedures in place to handle chemical spills?
8. Are all flammable liquids (class 3) stored away from ignition sources?
9. Are fire extinguishers located near chemicals/fuel storage sources?
10. Are chemical containers labeled correctly, e.g. not in soft drink bottles?

MANUAL HANDLING STILL A CONCERN

Just about everything we do in the nursery industry involves manual handling. No wonder it is the main reason for compensation claims.

Are you one of our members who are trying to reduce manual handling injuries by mechanical or administrative means?

Have your workers been trained in using correct lifting techniques.

The nurseries across NSW employ over 1,800 workers. In one year approximately 350 workers compensation claims are made.

Lifting and handling are the major causes of injury. Lower back, shoulder and finger injuries are the most common within the industry.

An average claim costs nursery owners more than \$5,000 each time.

By improving mechanical and administrative techniques and providing appropriate training members will be complying with the WHS Act by doing what is reasonably practicable to ensure the health and safety of their workers and this will avoid the \$5,000 compensation claims.

DUTIES OF WORKERS UNDER THE WHS ACT

While at work, a worker must:

- a. Take reasonable care for his or her own 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, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with the Act and
- d. Co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

Members should identify the hazards, write a Safe Work Method Statement, train their workers and then carry out a Competency Assessment. Hopefully then the workers will stay safe.

WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call (M. 0438 645 754). **This is a free service that NGINA provides to its members.**

Keep safe
Ron Widman JP

Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Forking Safety

SafeWork NSW is serious about forking safety and you should be too.

Forklifts are used to lift, stack and transfer loads in many workplaces across NSW. However, every year they continue to cause workplace deaths and injuries resulting in substantial financial and human costs for workers, industry and the community.

The main reasons why peoples are killed or seriously injured by a forklift include:

1. Hit by a forklift because of driver error, working too close to the forklift or inadequate traffic management.
2. Hit by a load a forklift was moving because the driver did not use an attachment when one was needed, or assisting to adjust or steady the load.
3. Not wearing a seat belt in a tip-over. The forklifts mostly tipped because operators were turning on uneven or sloping ground.

Forklift incidents can be prevented, especially when workers and businesses work together to improve health and safety at work.

Don't lose your load: Make sure your load is stable. If you need to, use a suitable lifting attachment.

- Use a suitable forklift for the load, with the correct load capacity.
- If the load is on a pallet, make sure the load is stable.
- Do not place a load directly on the forks unless it is intended for direct lifting.
- Where a load is high or segmented use a backrest extension.
- Do not travel with the load at a height greater than is necessary to keep a reasonable ground clearance.
- Remain on the forklift at all times during loading and unloading.
- Never lift a load over a person and make sure people are not within striking distance of the load.
- Slow down when passing doorways, travelling along passages and at the end of aisles.
- Do not use headphones or mobiles.
- If the load obscures your view, drive in reverse.
- If your vision is restricted or

if travelling in reverse is not practical, use a trained spotter.

- Drive at walking pace when operating near pedestrians.
- If a pedestrian wants to talk to you, stop and secure the forklift before letting them approach.
- Ensure your forklift licence is current.

Safe Work Method Statement for Forklift Use

Besides all the safety tips above you would be wise to have a Safe Work Method Statement (SWMS) for Forklift Use.

Remember the WHS Act 2011 says that the Person Conducting a Business or Undertaking (PCBU) must do what is reasonably practicable to ensure the health and safety of workers and others. Hence train your workers with a SWMS and hopefully they will not have an accident and if they do it's not your fault as you have done what is reasonable.

For your edification a draft SWMS for Forklift Use is listed over page:

WHS Mentoring and Action Plan

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WHS and Manual Handling Training

Check your diaries as a three hour course will be held at NGINA board room at 8.30am on **23 March 2017**. All your workers should participate as this will help them stay safe and show SafeWork NSW that you have done what is reasonable.

Keep safe

Ron Widman JP



SAFE WORK METHOD STATEMENT

For the use of FORKLIFTS

Caution: Inappropriate use of this equipment may result in serious injury or death. No employee is to use, or allow others to use, this machinery unless they have completed the appropriate competency check.

Precautions for Use

1. ALL staff driving forklifts MUST have completed the competency check for the appropriate machine before being allowed to use it and hold a licence or log book.
2. Know the equipment and its limitations. Make sure you have read and understood the operating manual before attempting to use any forklift.
3. Be aware of any cautionary or warning labels attached to the forklift.
4. DO NOT operate a forklift whilst under the influence of drugs, alcohol or whilst fatigued.
5. DO NOT smoke on or near forklift.
6. Before operating the forklift, or any implement attached to it, ensure that it is safe to do so.
7. No more than one (1) person is to be permitted on the forklift at any one time.
8. Ensure that clothing is suitably adjusted so as not to become entangled in moving parts.
9. Ensure that all levers and controls are operating normally.
10. Only use implements specifically designed for the particular forklift being operated.

Personal Protective Equipment (PPE)

Closed in shoes, preferably work boots must be worn whilst using forklift and hi-vis shirts will allow people to see the operator.

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Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Sun Safety

Update on my skin treatment. As you can see from the photo that was taken three weeks after treatment stopped my face is back to normal. Although Michael Danelon says I am never normal.

It's good to get rid of the skin cancers but the pain and suffering I went through over that month was so unpleasant and I know I will need to do it again in a few years.

Hopefully you will implement procedures to reduce sun exposure at your nursery.

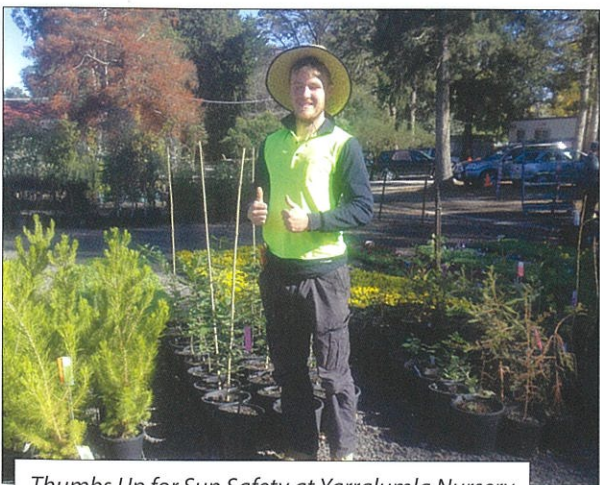


Condition three weeks after treatment finished

Big thumbs up to two nurseries

Chris Ware and Belinda Ryan at Yarralumla Nursery and Darryl and Ian Hall at Palm Park Wholesale Nursery have implemented procedures where it is compulsory to wear long sleeved shirts, long trousers and sun hat.

A wise move and the workers are happier and do not suffer from heat exhaustion as the clothes have a cooling effect and the risk of sun burn is eliminated.



Thumbs Up for Sun Safety at Yarralumla Nursery

Secret cancers kill women

This article written by Jane Hansen appeared in the Sunday Telegraph on 11 September.

"Fifteen women a day are diagnosed with some form of gynaecological cancer but a "wall of silence" is hampering early diagnosis and research.

More than 5,500 women were diagnosed with ovarian, cervical, uterine or vaginal cancer last year, with doctors warning of a "tsunami of endometrial cancer cases" linked to expanding waistlines.

Sydney oncologist Dr. Diana Adams said there was a direct link with obesity in 45 per cent of cases, warns that with 25 per cent of children now obese we are "only seeing the first wave".

Warning Signs:

Symptoms of gynaecological cancers

- Swelling pain and pressure in the abdomen
- Change in bowel or bladder habits
- Pain during sex
- Itching, burning or soreness
- Abnormal or persistent vaginal bleeding after sex
- Lumps, sores or wart-like growths

It is affecting younger women who could lose their fertility as a result because, sadly, treatment is a hysterectomy Dr. Adams said".

Smoke Alarms

If you did not replace your smoke detector alarm batteries when daylight saving finished, then it is time to do it now that daylight saving season has started again.



WHS Essentials Training and Manual Handling workshop

Keep an eye out for these sessions coming up at NGINA office at Rouse Hill. There is one on 24 November. If you would like these held at your nursery such as I have completed at Yarralumla Nursery, Andreasens Green and Alpine Nurseries Sales Pty Ltd give me a call.

WHS Mentoring and Action Plan

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SafeWork NSW Project Conclusion



SafeWork NSW

SafeWork NSW has spent this year working closely with the Nursery & Garden Industry Association of NSW & ACT (NGINA) to make your industry safer for employers and workers.

Team Manager of SafeWork Operations, Anthony Nicholson said *"through this project, we hope to help employers and workers in the industry understand ways to eliminate or manage work health and safety risks affecting their industry and provide safe, suitable employment for injured workers"*.

Throughout the year we have met with people working in the nursery industry and shared information through various activities:

- Attending trade days at Rouse Hill and Newcastle
- Attending expos at Alstonville, Port Macquarie and Sydney
- Conducting free Perform workshops on hazardous manual tasks and musculoskeletal injuries
- Conducting advisory visits
- Publishing articles in the NGINA magazine about key focus areas
- Creating a dedicated plant nurseries web page
- Sharing videos related to plant nurseries such as strains and sprains, employee recovery at work, Globally Harmonised System of Classification and Labelling of Chemicals (GHS), agriculture chemical awareness and forklift safety
- Promoting resources available for a range of WHS hazards.

It has been a great experience to work with your industry to help you address concerns about work health and safety, injury management and return to work. Many of the businesses we spoke to stated that after being initially hesitant, they were pleasantly surprised about the way SafeWork worked with them and were happy to find out

that we are here to help.

SafeWork continues to support the plant nurseries industry to help you make work health and safety simple. Here are some quick tips for managing high risk areas of your industry:

Strains and sprains

Remember these four key points to avoid injury:

1. Find the risk factors, the things that cause the injuries.
2. Get your workers involved by asking questions! What makes you sore at work? Which job do you avoid doing? Getting people involved improves outcomes.
3. Don't rely on safe lifting training. It's not enough. You and your workers might bend at the knees – but you haven't changed the risk factors.
4. Use higher levels of safety controls that really do reduce the risk factors such as using benches to stop bending forward, so that you can work upright.

Injury management and return to work:

- recovering from an injury is best done at work, not at home because
 - the longer a worker is away from work, the less likely they are to return
 - being active after injury reduces pain and helps workers return to their normal activities sooner.
- Helping your worker to recover at work may reduce the financial impact on your business and help you to:
 - keep the skills and knowledge of an experienced worker
 - avoid the cost of training a replacement worker
 - keep strong relationships with your workers



Alstonville expo Insp Genevieve Fleming with Gary Urqhart



David Foster CEO NGINA and Megan May

- show all workers that they are valued by you
- reduce the time your staff are off work.

For more on injury management and return to work visit sira.nsw.gov.au or call 13 10 50.

Chemicals and the GHS

Check that any new hazardous chemicals you order after 1 January 2017 have GHS compliant labels that give instructions on use and Safety Data Sheets (SDS) that provide health and safety information.

- Familiarise yourself with the new GHS labels and SDS.
- Train all workers in your workplace.

Working safely with machines:

- Make sure your operators are trained and competent to use machinery
- Ensure all guards and emergency stops are functioning
- Machinery should be maintained in accordance with the manufacturer's specifications and are safe to operate.

Sun safety

- Check ultraviolet (UV) radiation levels for your area by using the free SunSmart UV Alert app
- Have a written sun protection policy and make sure your workers know about it
- Include sun protection in tool box talks
- Plan work in the early morning or late afternoon to avoid sun exposure
- Ensure your workers use personal protective equipment (PPE) check your skin regularly for new spots and changes to existing freckles or moles, talk to your doctor about early detection.

Find out more at safework.nsw.gov.au or give us a call on 13 10 50.

Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

SafeWork NSW Statistics

This data year is 2011/12.

The plant nurseries industry employs 1,800 people across NSW.

348 workers comp claims have been made.

Lifting and handling are the major causes of injury.

Lower back, shoulders and finger injuries are the most common.

An average claim costs owners more than \$5,000 each time.

Key Issues:

Lifting and Handling of Heavy Objects

- Identify hazardous manual tasks
- Eliminate risks where possible, or minimise if task can't be prevented
- Don't just rely on safe lifting technique training – think about design/ engineering changes, like trolleys and lifting devices

Moving Vehicles

- Like tractors, trolleys, trailers bobcats and forklifts – are dangerous and you need to be aware of the risks to workers
- Make sure you know your legal responsibilities when it comes to machinery and plant – including making sure all workers are properly trained

Sun Exposure

- Plan to work indoors or in shaded areas in the middle of the day when UV levels are high
- Have broad spectrum SPF 30+ non greasy sunscreen available on-site and encourage the use of sun- protective clothing

Delayed Recovery and Return to Work

- The best place to recover from a work related injury or illness is at work
- Take advantage of the products and programs available to support recovery at work – eg financial incentives for micro employers (workplaces with five workers or less)

Get GHS Compliant

- The Globally Harmonised System of Classification and Labelling (GHS) is coming to NSW, meaning all businesses need to be GHS compliant by 31 December 2016
- You need to make sure all your chemicals are classified under GHS

WHS Mentoring and Action Plan

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Merry Christmas and a Happy, Healthy and Prosperous New Year

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GHS



GHS stands for Globally Harmonised System of Classification and labelling of chemicals.

All hazardous chemicals purchases you make from 1 January 2017 must have GHS compliant labels and safety data sheets.

As an end user, you do not have to relabel any existing hazardous chemicals that you have on site and were purchased before 31 December 2016, provided they are correctly labelled under the current NOHSC (National Occupational Health and Safety Commission) system or the ADG Code (Australian Code for the Transport of Dangerous Goods by Road and Rail).

The quantities at which notification, placards and manifests are required are contained in schedule 11 of the Work Health & Safety Regulations 2011. An extract of Schedule 11 is listed below:

Item	Description of hazardous chemical	Packing group	Placard quantity	Manifest quantity
1	Division 2.1 dangerous goods excluding aerosols	N/A	200L	5,000L
2	Division 2.2 dangerous goods excluding aerosols	N/A	1,000L	10,000L
3	Division 2.3	N/A	50L	500L
4	Division 2.1 or 2.2 aerosol dangerous goods	N/A	5,000L	10,000L
5	Class 3, Division 4.1, 4.2, 4.3, 5.1, 5.2, 6.1, Class 8 or 9 dangerous goods	1	50Kg or 50L	500Kg or 500L
		11	250KG or 250L	2,500Kg or 2,500L
		111	1,000Kg or 1,000L	10,000Kg or 10,000L
6	Goods too dangerous to transport	N/A	5Kg or 5L	50Kg or 50L
7	C1 combustible liquids only	N/A	10,000L	100,000L

Work Health and Safety Roadmap for NSW 2022

For what it is worth SafeWork NSW have a WHS Roadmap to 2022.

The purpose of this roadmap is to drive statewide activities for improvement in work health and safety in NSW. It is aimed not only at the regulator, but at peak bodies, associations, community leaders and each employer and worker.

SafeWork NSW target is by 2022 NSW aims to achieve the following results:

- A 20% decline in worker fatalities due to injury
- A 30% decline in the incidence rate of claims

Be aware SafeWork NSW is saying that "There are still too many HOT SPOTS"

They say "A number of industries still require improvement including agriculture, health care, transport, construction, manufacturing and the government sector. Also many injuries and illnesses are occurring in relation to manual handling,

falls, being hit by objects, exposure to noise and mental stress."

Let me know if you see any activity following the introduction of this roadmap. Also as they have highlighted our industry make sure you are WHS compliant. If you need help with this give me a call and I will give you a free WHS site inspection and WHS Action Plan.

WHS Essentials training and Manual Handling workshop

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Keep safe

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By Ron Widman, WHS Co-ordinator, NGINA

Sun Safety

As promised in last month's article here is an update on my skin treatment.

Started treatment on 6 July, visiting dermatologist on 22 July to see the progress.

Applying the Efudix cream twice a day became too painful for me so after 8 days I cut it back to once a day for next eight days. The burning and crusting on my face and neck was severe and the itching caused areas to bleed. I could not sleep due to this pain and remained awake for over five hours each night until finally from exhaustion falling asleep.

The dermatologist (professor) said we have put this man through enough pain and told me on 22 July to cease using the Efudix cream and gave me a soothing cream. See photo's of my condition after sixteen days.

I encourage you to show the photo's from this article and previous article to all your workers, old and young but especially young, as the older guys like me have already sustained the damage, however if your young workers become sun wise they will have better longevity that is free

of the pain I go through every few years to remove my sun cancers.

Please risk assess your control measures and ensure people at your nursery wear wide brimmed or bucket style hats. Those white hats the cricketers use these days are very good.

Wear collared shirts with long sleeves and long shorts or better still long trousers. All cricketers wear long trousers and they survive the heat in the summer.

Next month I will give you an update on my treatment.

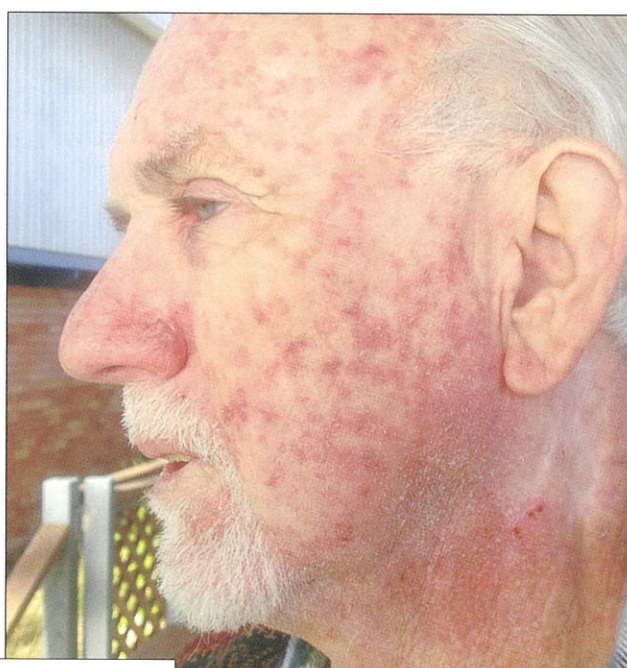
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Condition after 16 days treatment

Looking for new greenlife?

Find top quality seasonal plants and allied products at NGINA Trade Days...

Visit www.ngina.com.au/TradeDays



Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Have you Identified your Hazards?

Don't become complacent about health and safety.

The following is a reminder to all of us.

A farming company was prosecuted and fined \$450,000 following an incident in which a 15 year old boy was killed after the forklift he was driving rolled and crushed him.

The company engaged a labour hire contractor to supply workers to pick peas at the property.

The owner of the labour hire company brought his 15 year old son and his son's two friends aged 16 and 17 to help with the picking.

The man explained the process for picking the snow peas to the teenagers and explained that his son would be supervisor, before leaving the property. The court heard that the teenagers were not provided with any safety instructions in relation to the site or the work they were about to undertake.

The court also heard that a forklift had been left with the keys in the ignition.

The forklift was used by both the farm owner and labour hire owner to move full bins of picked snow peas onto a transport truck. Each held appropriate forklift licences.

The court heard that there had been no prior hazard identification or risk assessment for operation of the forklift, including the terrain on which it was to operate.

Soon after the labour hire owner left the farm, his son began driving the forklift. According to eyewitnesses, the teenager was driving it in an unsafe manner, driving fast around corners, skidding and drifting, while not wearing a seat belt.

Several hours later, the teenager was killed when the forklift tipped over.

The WorkSafe Executive Director said the absence of safe systems of work, safety instructions and supervision contributed to the tragic incident.

Do You Ensure Fatigue is not a Factor for Injury or Death at your Business

As at last month 159 deaths had occurred on roads this year. 37 more than last year.

What are you doing to reduce road toll?

Are you looking at your workers for fatigue, drugs or simply disobedience?

The Work Health & Safety Act 2011 states that a Persons

Conducting a Business or Undertaking (PCBU) must do what is Reasonably Practicable to ensure the health and safety of their workers and others at the work place.

It's your call, do you let your workers get away with it or do you police it?

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E. ron.widman@ngina.com.au. This is a free service that NGINA provides to its members.

Keep safe

Recovery At Work is Good Business



We know that recovering from an injury is best done at work, not at home. Why? There's good evidence that shows:

- the longer a worker is away from work, the less likely they are to return
- being active after injury reduces pain and helps workers return to their normal activities at work and home sooner.

Helping your worker to recover at work may reduce the financial impact on your business and help you to:

- keep the skills and knowledge of an experienced worker
- avoid the cost of training a replacement worker
- keep strong relationships with your workers
- show all workers that they are valued by you
- reduce the time your staff are off work.

The State Insurance Regulatory Authority (SIRA) runs programs to help you, your business and your employees when a worker is injured. SafeWork Return to Work (RTW) Inspectors can visit your workplace to help you understand how best to assist an injured worker recover at work.

Take Ben's story. A 19 year old nursery worker hurt his lower back while lifting and moving plants. His boss supported

him to recover at work and do some of his usual work part-time over four weeks, while he received physiotherapy. Ben's injury improved but the doctor said there were some tasks that would aggravate his injury, like handling of pot plants.

Ben's employer discussed the issue with the insurer case manager and the doctor. Under the Equipment and Workplace Modification Program, SIRA paid for a trolley to assist with handling and moving of pot plants to help Ben return to all of his normal duties.

We've helped Ben, and his boss, and we can help you too.

Find out more about the assistance you can get at sira.nsw.gov.au or call 13 10 50.

Do you know there is still time to attend a SafeWork NSW PErforM workshop?

Attending a workshop may make your business eligible for a \$500 small business rebate to help make your business safer.

Upcoming workshop scheduled for Wednesday 13 July 2016 at Central Coast, Mingara, at 7.30 to 11.00am.

For information or to register please contact Katrina Smith 02 8867 2776.

Get Set For Retirement

Whether retirement is a long way off or only a few years away, it pays to consider how you are going to fund life after work.

Timeframe - The time you have left in the workforce before retirement will be a major factor in your retirement planning process. More time working means potentially more time to save. But it can also influence how you choose to invest your savings. Arguably you can take greater risks with your super investment if you have a longer timeframe to ride out the ups and downs of the markets.

Pension? Super? Both? - Your retirement timeframe will be guided by when you can access your super and the Age Pension. Relying solely on the Age Pension will afford you a modest retirement. While superannuation savings may supplement this to help you enjoy a more comfortable lifestyle.

Generally you can access your super when you reach your 'preservation age'. This currently ranges from age 55 if you were born before 1 July 1960, to age 60 if you were born after 30 June 1964. If eligible for the aged pension, you can receive it at age 65, however this age will steadily increase to reach 67 by 1 July 2023.

Once you are eligible to begin accessing your super, you have the option of withdrawing all or part of it as a lump sum or alternatively, keeping your money invested in the tax effective super environment and drawing down an income from it using a retirement income stream account. You can even continue working and access part of your

super through a transition to retirement product.

How much will you need? - How much money you'll need in retirement will depend on how long you are retired and the kind of lifestyle you want to lead. There are many calculators now available online at sites like superguru.com.au that can help you calculate how much you'll need to spend for the retirement you would like to lead.

Create a financial plan - When planning for a significant life change like retirement, it could be worthwhile considering professional financial advice. A financial planner can put together a financial plan, setting out your current financial state, your future financial goals, and the strategies you can take to achieve those goals.

Get more information - Your local Prime Super contact can put you in touch with an accredited financial planner. Call Ben Cassidy on 0428 483 923 or Scott Boyle on 0488 989 444, or visit primesuper.com.au to find out more.

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Feel Good Story

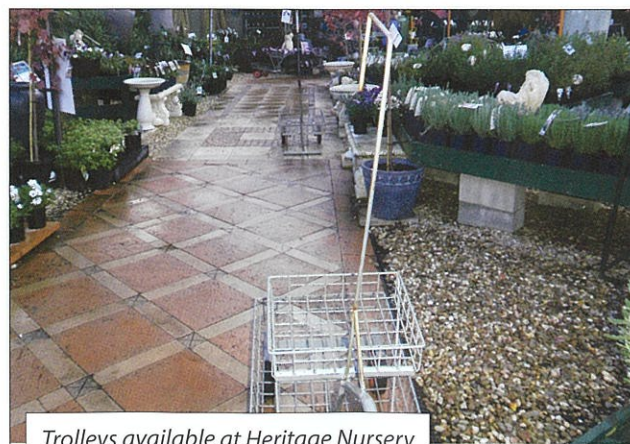
On 10 May 2016 I visited Hedy and Bruno Zimmermann's nursery, Heritage Nursery at Yarralumla ACT. Hedy and Bruno have had this retail business for the past 20 years and invited me to do a WHS Site Visit where I put together a WHS Action Plan for them. They wanted to update their WHS compliance and also requested that I put their 16 staff through my WHS Essentials course and the Manual Handling Techniques Workshop.

The WHS Act 2011 states that the Person Conducting a Business or Undertaking (PCBU) must do what is "reasonably practicable" to ensure the health and safety of their workers. Hedy and Bruno see that this action is reasonable and I agree with them. It won't ensure their workers never have an injury but hopefully it will reduce their chance of injury and show that Heritage Nursery PCBU's are doing what is reasonably practicable.

During the site visit I was impressed with the wide pathways, availability of trolleys and the well set out displays of plants and accessories. In general the stacking of heavy items above chest height was kept to a minimum and their WHS Action Plan will contain a short list of mostly forms to be put into action.



Wide pathways at Heritage Nursery



Trolleys available at Heritage Nursery



Orchid display in front area of Heritage Nursery



Good stacking of potting mix bags at Heritage Nursery

Chris Ware at Yarralumla Nursery shares Hedy and Bruno's plan to improve WHS compliance and he is sending 28 of his staff to the training courses. He is also receiving the free WHS Site Visit and Action Plan.

Therefore I am able to provide four sessions over three days so that the nurseries don't have all workers away at the same time.



Free plastic containers used as benches at Yarralumla Nursery

I was also impressed with how Chris has laid out Yarralumla Nursery. Having the ability to have wide pathways where trolleys and electric carts can easily negotiate the nursery. Smart use of unwanted plastic containers gave cost free benches improving plant movement and reducing manual handling risks. The rolling bench area showed that more plants could be grown in this area and improved workers safety. The crushed concrete pathway was also a cheap way of providing a safe well drained pathway good for sedentary or vehicle use. The ground weed mats reduced weed growth and provided clear plant areas.



Rolling benches at Yarralumla Nursery



Crushed concrete driveway and well set out ground weed cover at Yarralumla Nursery

WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call M. 0438 645 754. **This is a free service that NGINA provides to its members.**

WHS training and Manual Handling workshops

Keep an eye out for these sessions coming up at NGINA office at Rouse Hill. There is one on 23 June and one in November. If you would like these held at your nursery such as I have just completed at Yarralumla Nursery give me a call.

Keep safe

Working Safely With Machines

Machinery can be mobile - like tractors or forklifts or fixed - like potting machines, and can cause serious injury or death if not maintained or operated safely.

To prevent incidents you need to make sure your machines are safe to operate. Before using machinery, you should make sure:

- it is in working order
- it has proper guards
- emergency stop controls and warning devices are in place, where required
- operators are trained on specific model and related safe work procedures
- manufacturer's instructions are available and followed; and
- it is maintained in accordance with the manufacturer's specifications and is safe to operate.

Mobile machinery

When operating mobile machinery and vehicles you should also check traffic routes are wide enough for moving equipment and where possible, operate mobile machines in areas physically separated from people.

In the two years to July 2014, there were 1,360 workers injured in forklift incidents, including five fatalities, at a cost of \$15.8 million to the NSW workers compensation scheme.

Workers have been killed when they were pinned between a forklift and an object. One fatality resulted when the operator stepped off the forklift, and then the forklift rolled towards them. These deaths could have been avoided if the parking brakes were in working order, parked on level ground and the operator applied the brake before getting off the forklift.

You might not realise it - but reversing, loading and unloading, and people walking into the area of a machine are the three most common ways workers get hurt or fatally injured by moving machines.

Make sure you consider how the size, shape and structure of a load can impact on safety, and check our website for more information and advice about how to work with machines safely.



Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Please read the SafeWork NSW article in this edition of Nursery & Garden News and relate it to my life in the sun.

I played competitive cricket for 30 years from age 11 to 41. I also sun backed in my backyard and went to the beach and sunbathed.

Probably like many Aussie people over the last 60 years and probably like many people are doing today.

My last 60 years in the sun have presented me with a number of skin cancer problems.

I have many keratoses, also have Bowen's disease and have had a number of BCC's removed.

Back in 2006. Yes ten years ago I had treatment to the Bowen's disease on my neck. See photo taken by my daughter in 2006.

I have been visiting the skin specialist every 6 months since I was 30 years old.

Now in July 2016 my dermatologist has asked me to follow Efudix treatment starting on 6 July for three weeks.

The second photo in this article shows my face before the treatment. The third and fourth photo shows my face after only 5 days of the treatment.



Efudix cream is used to treat the following skin conditions:

- Solar keratosis, also known as actinic keratosis or sun spots
- Bowen's disease (type of skin cancer)
- Efudix works by destroying precancerous and cancerous cells, while having little effect on normal cells.

As this treatment progresses I suffer a burning and itchy sensation on my face and neck. From the photos you can see how many bad cells I have on my face and neck. As the

treatment progresses I may not be able to last out the three weeks as the pain will be too severe.

I hope you read this and understand the importance of correct sun protection from a young age or from whatever age you are at present. Please risk assess your control measures and ensure people at your nursery wear wide brimmed or bucket style hats. Those white hats the cricketers use these days are very good.

Wear collared shirts with long sleeves and long shorts or better still long trousers. All cricketers wear long trousers and they service the heat in the summer.

I will update you on my treatment in the next article.

Feel Good Story

In July 2016 I carried out a WHS site visit at Alderwood Nursery at Bowral for Sue Nolan.

Sue has a nicely set out nursery with few WHS issues. She has plants on the ground and others on benches all accessible from either side of the rows.

I came across a device I have not seen in my 15 years with NGINA. It was a device to repel SNAKES.

Now I have never seen one of these before but Sue tells me it works. A number of years ago there were a number of snakes in the nursery at different times. She purchased devices called "Radar Snake Defence" and installed them around the nursery about 20 metres apart and Sue tells me she has not seen a snake in the last few years.

I would be pleased to hear from any other members who have been able to control the snake problem.



Radar Snake Defence Device at Alderwood Nursery

WHS Essentials training and Manual Handling workshop

Keep an eye out for these sessions coming up at NGINA office at Rouse Hill. There is one on **24 November**. If you would like these held at your nursery such as I have just completed at Yarralumla Nursery give me a call.

WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call **M 0438 645 754**.

This is a free service that NGINA provides to its members.

SafeWork Sun Safety

When working outside, do you protect yourself from the sun?

Australia has one of the highest rates of skin cancer in the world – with two in three of us diagnosed with some form of skin cancer before the age of 70.

Between 95 and 99% of skin cancers are caused by exposure to the sun. **Before you start working outside, ask yourself:**

- How high are UV levels?
- How long will I be outside?
- Is there any shade?
- What sun protection am I using?

When working outside at a plant nursery – whether you are weeding, staking or moving heavy plants- you need to use sun protection.

As a business owner, you need to keep your workers safe. This means you should:

- Check ultraviolet (UV) radiation levels. Use the SunSmart UV Alert app to check UV levels for your local area (via sunsmart.com.au or download for free).
- Have a written sun protection policy - making sure your workers know about it.
- Include sun protection in any tool box talks.
- Plan work in the early morning or late afternoon to avoid sun exposure.
- Ensure your workers use the PPE provided.

If UV levels are 3 or above, your workers must use sun protection such as:

- long sleeves
- collared shirts
- pants or longer shorts that come to the knees
- wide brimmed or bucket style hats
- wrap-around sunglasses that offer good UV protection
- sunscreen that is broad spectrum and SPF 50 or 30+.

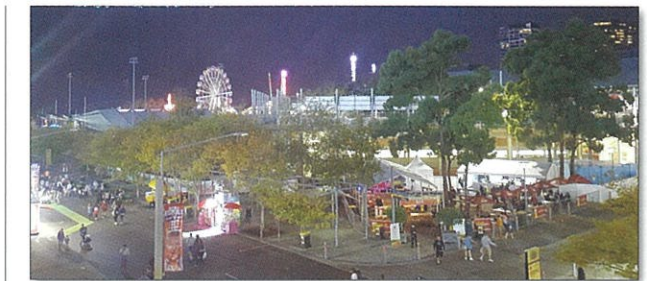
Even with sun protection you still need to regularly check your skin for new spots and changes to existing freckles or moles. It is also a good idea to talk to your doctor about your level of risk and for advice on early detection.



Find out more at safework.nsw.gov.au or give us a call on 13 10 50



\$10M initiative to change the way we green public spaces



Two of the nation's leading universities, the NSW Government and Hort Innovation have announced a \$10 million dollar research consortium to develop tools that will optimise urban green space opportunities and drive sustainable market growth for the horticultural industry.

Developed through Hort Innovation's Green Cities fund, and being delivered by Macquarie University, Western Sydney University and the NSW Office of Environment and Heritage, the extensive project is expected to be complete in 2021.

It will deliver a host of outputs including new research on plant water efficiency and heat stress, case-study demonstration sites and a website which will identify a diversity of appropriate plant species for green spaces based on their attributes, climatic tolerance and future climate scenarios, in relation to planting conditions.

Macquarie University project lead Professor Michelle Leishman said given that 90 per cent of Australians live in cities and towns, urban researchers and plant ecologists have a key role to play in better understanding which, where and how urban plants can best provide health, wellbeing and liveability outcomes both now and in the future.

"Increasing urban greenspace is not just a matter of more trees and more plants, we must be strategic in what we plant, and where we plant," she said. "This research will ensure that urban plantings take into account the aesthetic value of different plants, their performance in urban environments, their suitability for different types of environment in cities, and their capacity to cope with climatic changes in the future."

Professor David Ellsworth from Western Sydney University's Hawkesbury Institute for the Environment said the new consortium will increase the industry's ability to deliver resilient urban greenspaces in conditions

Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

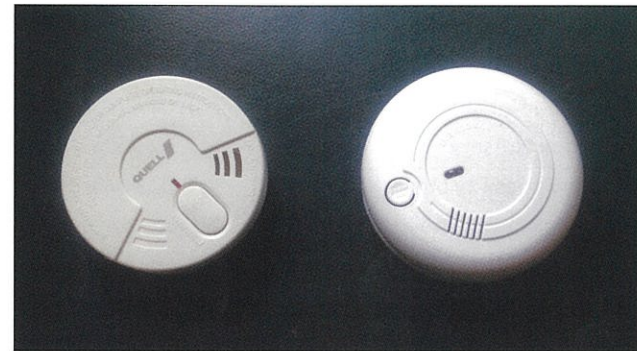
New Car For Easter

Over Easter I got a new car for my wife.

My children said it was a good swap!!!

Hope now I have your attention. **Smoke Alarm Battery change.**

If you did not change your Smoke Alarm batteries when Daylight Saving started, do it now that Daylight Saving has finished for the next six months. A few dollars now may save your life and when you do die you will have more dollars and assets than you need. So don't be a scrooge and replace those batteries at HOME and at WORK.



Just a Reminder that the NSW Parliament has passed new laws that have created 3 new government entities, eliminating WorkCover:

- SafeWork NSW will be the State's workplace health and safety regulator & continue to support SIRA in relation to workers compensation and return to work compliance during workplace interactions.
- State Insurance Regulatory Authority (SIRA) will assume the regulatory function of WorkCover NSW in relation to workers compensation insurance and related activities.
- Insurance and Care is the organisation that will deliver customer-centred insurance and workers compensation services to employers and the injured who are currently serviced by WorkCover Insurance, and Treasury Managed Fund.

Duty of persons conducting businesses or undertakings involving management or control of workplaces:

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 and safety of any person.

Carryout maintenance on all your roadways, gates and passage ways to ensure they are safe for use by workers and others at the workplace.



Duty of persons conducting businesses or undertakings involving management or control of fixtures, fittings or plant at workplaces:

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 and safety of any person.

Please ensure you have service books on all your plant and that electrical equipment in a hazardous environment (dirty or dusty) has been tested. Check that electrical cords and not across floors or near water. Also carryout monthly checks on your buildings inside and out for any wear and tear to the structure or fittings.



WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call **M. 0438 645 754** **E. ron.widman@ngina.com.au**. This is a free service that NGINA provides to its members.

Keep safe

Get Your Chemicals Classified: The GHS Is Coming



GHS stands for *Globally Harmonised System of Classification and Labelling of Chemicals*.

All hazardous chemical purchases you make from 1 January 2017 **must** have GHS compliant labels and safety data sheets. Start checking this now before you place an order, especially for any larger purchases.

The GHS uses a common set of pictograms, signal words and hazard and precautionary statements recognisable across the world to classify and label chemicals.

For businesses the GHS will help:

- reduce the time and costs involved in meeting multiple requirements for labels
- allow participating countries to facilitate trade by removing regulatory barriers
- reduce the need for duplicate testing
- improve understanding of physical, health and environmental hazards of chemicals.

Chemical manufacturers and suppliers (including importers) must ensure hazardous chemicals that are supplied after 31 December 2016 are correctly labelled in accordance with GHS, and a valid safety data sheet (SDS) is available.

Manufacturers and importers should refer to the GHS Purple Book (www.unece.org/trans/danger/publi/ghs/ghs_rev03/03files_e.html) and SafeWork Australia website (www.safeworkaustralia.gov.au/sites/swa/whs-information/hazardous-chemicals/ghs/pages/ghs) for GHS classification guidance.

What does this mean for plant nurseries?

We have some simple tips to make transitioning to GHS simple for you and your business:

- **Check that any new hazardous chemicals you order after 1 January 2017 have GHS compliant labels and SDS.** Labels give instructions on how to use hazardous chemicals, and SDS provide health and safety information.
- **Familiarise yourself with the new GHS labels and**

GHS compliant label

Flammosol	Product identifier
Contains: Aliphatic hydrocarbons 95% Toxicole 5%	Identity and proportion of each chemical ingredient
500ml	Signal word
DANGER	Pictograms
Highly flammable liquid and vapour Toxic if swallowed Causes skin irritation	Hazard statements
Keep away from sparks and open flames. - No smoking. Wear protective gloves and eye and face protection. Wash hands thoroughly after handling. Do not eat, drink or smoke when using this product. Store locked up in well ventilated place. Keep cool. Dispose of contents / container in accordance with local regulations. Refer to the Safety Data Sheet before use.	Precautionary statements
IF SWALLOWED: Immediately call a POISON CENTRE or doctor/physician. Rinse mouth. IF ON SKIN (or hair): Take off contaminated clothing and wash before re-use. If skin irritation occurs: Get medical advice/attention. Rinse skin using plenty of soap and water. In case of fire: Use powder for extinction	Other useful information
Madeup Chemical Company, 999 Chemical Street, Chemical Town, My State. Telephone: 1300 000 000	Name, address and telephone number of the Australian manufacturer or importer.

safety data sheets.

- **Train all workers in your workplace.**

As an end user, you do not have to relabel any existing hazardous chemicals that you have on site and were purchased before 31 December 2016, provided they are correctly labelled under the current NOHSC (National Occupational Health and Safety Commission) system or the ADG Code (Australian Code for the Transport of Dangerous Goods by Road and Rail).

SafeWork NSW Perform Workshop May Parramatta

Come along to our FREE risk management program – and make your workplace safer.

Where: SafeWork NSW Parramatta Office
Level 4 Reception (Meeting Room 7.1)
128 Marsden Street, Parramatta

When: Monday, 16 May 2016

Arrive: 8am for 8.30am start, through to 11am

RSVP: By 10 May 2016 to Alice Cheng 13 10 50 or via www.eventbrite.com.au/e/safework-nsw-parramatta-plant-nurseries-perform-workshop-tickets-24448427906

Note: Places are restricted to 20 so don't delay and register now.

Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Sun Protection Safe Work Method Statement

In last month's News I provided a Sun Protection Policy. Here I provide a Safe Work Method Statement for "Working in Outdoor Hot Environment". If you don't have one you may like to adopt this one.

SAFE WORK METHOD STATEMENT

Task: Work in Outdoor Hot Environments	Date:
Competencies required: This information does not substitute for medical advice.	
Safety Information Summary: International Standard ISO 7243 (1989)	
Hazards of this Procedure: <ul style="list-style-type: none"> Heat stress Heat stroke Heat exhaustion Heat rashes – hives, sunburn Heat cramps Blurred vision Dizziness, exhaustion Slurred speech Difficulty in thinking clearly 	Controls: <ul style="list-style-type: none"> Reducing workload Seeking shade Replacing lost fluids by drinking water – avoid caffeine Frequent rest breaks Put off to a cooler time of day Light, loose – fitting clothing will help Wear a broad brimmed hat Use sunscreen Alter working hours to cooler periods
Safety Rules: <ul style="list-style-type: none"> Know the relevant environment factors: air temperature, humidity, air movement and radiant heat Know the heat effects of plant being used Know the heat effects of work processes 	
Job Steps: <ul style="list-style-type: none"> Encourage the use of mechanical aids Provide shade where possible, at least for rest periods Monitor temperature, humidity and workers physical response to environmental conditions Have frequent rest breaks and drink water. At least 3 every hour in very hot conditions Schedule heavy work and tasks that require the wearing of personal protective equipment (PPE), for cooler times of the day Alter shifts according to the temperature If hot environments result in excessive sweating drink at least half a litre of water each hour In extreme heat apply wet towels to body Wear a broad brimmed hat while outdoors Apply sunscreen hourly while outdoors 	

By using this SWMS and doing a competency assessment on your workers you are complying with the WHS Act 2011 by doing what is reasonably practicable to ensure health and safety of your workers.

Cricket and Tennis

Did you watch the cricket between Australia and India and the Australian Open Tennis?

It was pointed out by the commentators that a good number of the Australian cricket team fieldsmen were wearing very broad brimmed hats being sun wise. In the tennis the comment was that the ball boys/girls were wearing the peaked cap with the legionnaire flap that covered their ears, again being very sun wise.

Did you know that 40% of your body heat comes from your head? So it is smart to get rid of the baseball cap and replace with an airy broad brimmed hat.

WHS Workshop

I will be running a WHS Essentials Session and Manual Handling Workshop at NGINA office on 17 March. A flyer should have been sent to you. If you wish to enroll yourself or your workers please phone Alison on T. 02 9679 1472 or give me a call M. 0438 645 754.

WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call M. 0438 645 754. This is a free service that NGINA provides to its members.

Keep safe



SafeWork NSW: Making Safety Simple



We've had a name change recently - you might know us better as WorkCover, but we are now SafeWork NSW.

Our focus is on harm prevention, and improving the safety culture across NSW workplaces. We also provide licencing and registration for potentially dangerous work, testing services, investigate workplace incidents and enforce work health and safety laws.

This year, we're focusing on plant nurseries across NSW, working with the Nursery and Garden Industry Association of NSW & ACT (NGINA) to make the industry safer.

Nursery and garden businesses are a multi-billion dollar

industry nationally, but there are too many injuries – costing owners around \$5,000 each time.

Hazardous manual tasks (or, manual handling) is the biggest cause of injury with lower back and shoulder injuries the most common. Other types of injuries for this industry are too much sun exposure; accidents with machinery or plant; and exposure to chemicals.

We're planning various activities to help make your industry safer, including:

- Free hazardous manual task training: called PErforM, this program gets workers involved in the assessment of tasks and is proven to reduce sprains and strains at work.
 - Free advisory visits: to help make your business safer.
 - GHS compliance: advice and info about how to get your business ready for the change in the labelling and classification of chemicals.
 - Trade days: to provide information and advice.
- We are here to help, and to make safety simple.

Find out more at safework.nsw.gov.au or give us a call on 13 10 50.

Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Just a Reminder on “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 subsection (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 and 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 and storage of plant, structures and substances and
 - (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 risk 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: (1) This section applies to a person (the designer) who conducts a business or undertaking that designs:
 - (a) Plant that is to be used, or could reasonably be expected to be used, as, or at, a workplace, or
 - (b) A substance that is to be used, or could reasonably be expected to be used, at a workplace, or
 - (c) 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 and 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
 - (e) who carry out any reasonably foreseeable activity at a workplace in relation to:
 - (i) the manufacture, assembly or use of the plant for a purpose for which it was designed, or the proper storage, decommissioning, dismantling 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 the substance, or
 - (iii) the manufacture, assembly or use of the structure for a purpose for which it was designed or the proper demolition or disposal of the structure, or
 - (f) who are at or in the vicinity of a workplace and who are exposed to the plant, substance or structure at the workplace or whose health and 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 or 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
- (b) the results of any calculations, analysis testing or examination referred to in subsection (3), including, in relation to a substance, 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 and safety when used for a purpose for which it was designed or when carrying out any activity referred to in subsection (2) (a)-(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) – (e).

WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call **M. 0438 645 754**. This is a free service that NGINA provides to its members.

Keep safe

SafeWork NSW: Sprains + Strains – All Pain, No Gain



SafeWork NSW

It probably doesn't surprise you to know that weeding and staking can cause sprains and strains – particularly if you're performing these tasks day in, day out. Sprains and strains might not sound like a big deal – but, they can add up - physically, on your body - and financially, for your business.

Between 2009-11, sprains and strains counted as the largest cause of injury in NSW and Australia - costing businesses like plant nurseries an average of 9 and a half thousand dollars per claim.

So how can you do your job, and avoid sprains and strains? We've summarised it into four key points:

1. Find the risk factors – that means the things that CAUSE the injuries. Look out for:
 - Forceful exertions (pushing/pulling/lifting/gripping)
 - Awkward postures (bending/over reaching/arching back/ twisting)
 - Vibrations (to your hand or arm, or whole body)
 - Repetition (things you do again and again and again...)
 - Duration (how long does this one movement go on for – a moment, an hour, a day?)
2. Get your workers involved – ASK them questions! Like, what makes you sore at work? And, which job do you avoid doing? We know that getting people involved improves outcomes – so get talking and understand what your staff think and want.
3. Don't rely on safe lifting training. It is not enough. You and your workers might bend at the knees – but you haven't changed the risk factors!
4. Use higher level safety controls that really do reduce the risk factors.

We understand introducing these changes can be hard on small and medium businesses. That's why we are here to help. This year we are offering free PErforM workshops



for plant nurseries in NSW. PErforM stands for 'participate ergonomics for manual tasks'. It's a hazardous manual task risk management program for businesses like plant nurseries, who do hazardous manual tasks. Long name aside, PErforM is a simple program that will help you make your business safer for your workers, reduce sprains and strains and help keep your profit for you. Our free workshops are being offered in regional and metro NSW, with the help of the Nursery and Garden Industry NSW & ACT (NGINA). We'll help you understand how making simple changes to your business can make a world of difference to your staff and bottom line.

Get in touch today, and book your session.

Find out more at safework.nsw.gov.au or give us a call on **13 10 50**.

Work Health & Safety (WHS) Update

By Ron Widman, WHS Co-ordinator, NGINA

Sun Protection Policy

Do you have a Sun Protection

Policy? If not maybe you would like to adopt this one.

"Your Organisation Name"

Sun Protection Policy

Rationale

Australia has the highest rate of skin cancer in the world. Despite being an almost entirely preventable disease it continues to affect at least two in every three Australians before the age of 70. Of all new cancers diagnosed in Australia each year 80% are skin cancers.

Workers who spend all or part of the day outdoors have a higher than average risk of skin cancer. This is because ultraviolet (UV) radiation from the sun is a known carcinogen.

All skin types can be damaged by exposure to UV radiation. Damage is permanent and irreversible and increases with each exposure.

The organisation has an obligation under the Health and Safety Act 2011 NSW to ensure that the health and safety of workers and other people in the workplace is not put at risk from the work being carried out. This obligation includes taking proper steps to reduce the known health risks associated with exposure to UV radiation for outdoor workers.

Aims

The policy aims to:

- Provide appropriate sun protection control measures to ensure a safe working environment
- Provide ongoing education that promotes personal responsibility for skin cancer prevention

Our commitment: The organisation will conduct a risk assessment to identify workers who have a high risk of exposure to UV radiation and to identify work situations where exposure to UV radiation occurs.

The organisation will reduce workers exposure to UV radiation by requiring the use of sun protection measures by outdoor workers whenever the UV index is 3 and above and at all times when working outdoors for extended periods, in alpine regions, or near highly reflective surfaces.

Engineering controls:

Management will where possible

- Provide shaded areas or temporary shade for work
- Encourage workers to move jobs to shaded areas
- Provide indoor areas or shaded outdoor areas for rest/meal breaks
- Consider applying window tinting to work vehicles
- Move work away from reflective surfaces such as concrete slabs

Administrative controls:

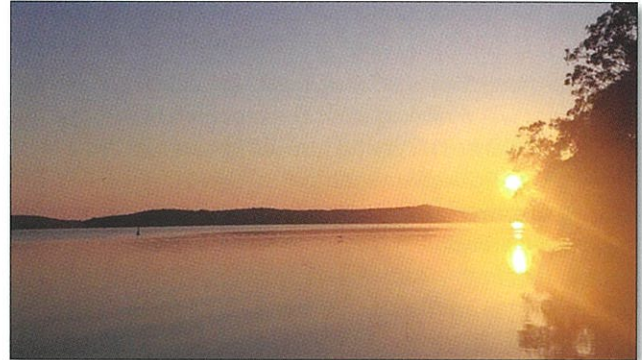
When UV levels are 3 and above management will where possible

- Schedule outdoor work tasks for earlier in the morning or later in the afternoon
- Schedule indoor/shaded work tasks to occur in the middle part of the day
- Encourage workers to rotate between indoor/shaded and outdoor tasks to avoid exposing any one individual to UV radiation for long periods of time

Personal Protective Equipment and Clothing

Workers who work outdoors will be provided with the following personal protective equipment which must be worn when working outdoors.

- Shirt with a longer sleeve and a collar made from material with a ultraviolet protection factor UPF of



60 plus

- Trousers or knee length shorts made from UPF of 60 plus
- A sun protective hat that shades the face head ears and neck is made from UPF of 60 plus material and is in a broad-brimmed bucket or legionnaire style
- Attachable brims and neck flaps when wearing a hard hat
- Broad-spectrum, water resistant sunscreen with a sun protection factor of 30 plus or higher that is applied generously 20 minutes before going outdoors so that it can be absorbed and reapplied at a minimum of every two hours. Sunscreen should be stored in a cool place below 30 degrees
- Sunglasses that are close fitting , have a wrap-around style and have an eye protector factor of 9 or 10
- A lip balm containing SPF30 plus or higher is also recommended

WHS Mentoring and Action Plan

If you would like a site visit to assess your WHS needs and obtain a WHS Action Plan give me a call **M. 0438 645 754**. This is a free service that NGINA provides to its members.

Keep safe

