

OSH newsletter for amusement centres and operators of inflatable s

Introduction

This occupational safety and health (OSH) newsletter has been developed to provide information and assistance to employers, self-employed persons, persons having control of workplaces operating amusement centres and inflatable amusement structures. This newsletter will assist you with identifying OSH requirements and will provide you with information on how to comply with the requirements of the Occupational Safety and Health Act 1984 and regulations.

What is a RISK ASSESSMENT?

The OSH laws require risk assessments to be carried out. A risk assessment is the process of determining whether there is a risk associated with an identified hazard. The risk is the chance or likelihood (high or low) that someone could be injured or harmed by a hazard, together with an indication of how serious the injury or harm could be (the consequence). The risk assessment should be carried out with employees involved in the task being assessed. When determining the risk level, the experience and training of the employee, the tasks to be performed and the length of time the employee is exposed to the identified hazard should be taken into account.

What are the RISKS?

Risks associated with amusement centres and inflatables, unless eliminated or controlled, can result in serious injuries to employees and members of the public, including children. : RUN6DIH¶V SULRULW\ DUHDV UHI most workplace injuries occur. These priority areas include manual tasks, slips, trips and falls, electricity, working at heights, mobile plant and vehicle movement, machine guarding and hazardous substances. Specific risk factors for involving amusement centres and amusement structures (including inflatables) relate to:

- x the amusement structure installation; and
- x the operation of amusement structures - WR EHLQ DFFRUGDQFH ZLWK WKH PDQXIDFWX Australian Standard AS3533.2-1997.

How do I use the CHECKLIST?

A checklist has been developed to assist you with identifying hazards and assessing the risk of injury or harm to persons, including employees and members of the public. 7KH FKHFNOLVW FRYHUV :RUN6DIH¶V SU



- x providing safety instructions to patrons (eg while in operation not reaching hands/feet outside the structure or standing up, securing seat belts/safety equipment, no horseplay, no riding while tired, dehydrated or intoxicated;
- x safe exit from the amusement structure; and
- x what to do in the event of an emergency.

Amusement

x using, testing and storing personal protecting equipment.

The risk of unauthorised people entering the area of the amusement structure should be controlled, eg by dedicated fencing or barriers. Any fencing and barriers should be checked regularly to prevent unauthorised access.

Amusement structures

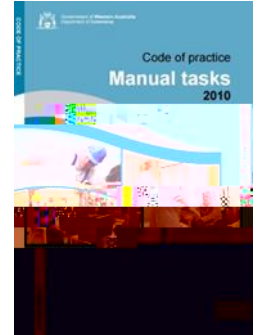
- x Australian Standard AS 3533.2 - 1997 Amusement Rides and Devices ±Operations and Maintenance;
- x Australian Standard AS 3533.4.1-2005 Amusement Rides and Devices - Land-borne inflatable devices; and
- x the manufact XUHU¶V LQVWUXFWLRQV RU LQVWUXFWLRQV SUHSDUHG E\ D F

Manual TASKS

Workplace injuries most commonly linked to manual tasks include sprains and strains, hernias and damage to the back. Such injuries are a major cause of lost time at work and are the most common cause of injuries at workplaces.

Manual tasks are more than just keeping your back straight and knees bent, or lifting properly ±it includes carrying, pushing and pulling, and holding or restraining. Manual tasks refer to any activity or sequence of activities that requires a person to use their physical body to perform work including:

- x manual handling (the use of force in lifting, lowering, pushing, pulling, carrying or otherwise moving, holding or restraining any person, animal or thing);
- x performing repetitive actions;
- x adopting awkward or sustained postures; and
- x using plant, tools or equipment that exposes employees to vibration.



Traumatic joint/ligament and muscle/tendon injuries continue to record the highest proportion of work-related injuries. More than half of all workers compensation injuries fall in this category.

Injuries can be the result of:

- x gradual wear and tear (eg from frequent or prolonged activities), or
- x sudden damage (eg from a single lift of something very heavy or awkward to handle or from tripping and falling while carrying an object).

Strain injuries may occur when:

- x the load is lifted from the floor, or from below mid-thigh height;
- x reaching above shoulder height to either access items or work for any length of time in this position;
- x there is too much twisting and bending;
- x excessive forward reaching is required; and
- x items such as machine parts are too heavy when other risk factors, such as:
 - o the number of times things are moved or the distance moved, are taken into account; and
 - o the items being moved are awkward to grasp due to their size and shape.

How do I reduce the risk of injury from manual tasks?	
First step	<p>The first step, in consultation with your employees, is to identify the manual task hazards in your workplace.</p> <p>Manual task hazards can be identified by:</p> <ul style="list-style-type: none"> x reviewing hazard/injury reports; x consulting with employees and safety and health representatives; and x by observing tasks being performed.
Second step	<p>Next, in consultation with your employees, identify trends and determine which tasks are higher risk/priority. For each task, complete a risk assessment to identify which risk factors are present for that task. Risk factors may be actions and postures; forces and loads; vibration; work environment; systems of work; and employee characteristics ±please refer to the WA Code of practice Manual tasks for more information.</p>
Final step	<p>Finally, for each hazard, determine what controls are needed to minimise risk. These controls may include, training and supervision and provision of a range of equipment such as:</p> <ul style="list-style-type: none"> x trolleys; x castors and wheels; x forklifts; x hand trucks; x lift tables; x work stands; x mobile plant; and x pallet lifters.

What is a safe weight to lift?

There is no safe weight. The risk of injury increases as the weight of the load increases.

Machine GUARDING

Employers, manufacturers, designers and suppliers of machinery and equipment are legally required to make sure dangerous parts are safe guarded so that operators and others are protected from injury.

A guard may be any shield, cover, casing, physical or electronic barrier intended to prevent contact between a hazard R X V P D F K L Q H S D U W D Q G D Q \ S D U W R I D S H U V R Q R U D S H U V R Q ¶

Some of the hazards associated with machinery and likely to cause injury include:

- x any pulley or flywheel that incorporates openings, spokes or protrusions, etc. that renders it anything except totally smooth;
- x any crushing or shearing points, such as roller feeds and conveyor belts;
- x rotating shafts, for example joints, couplings, shaft ends and crank shafts;
- x gearing, including friction roller mechanisms, cables, sprockets, chains, clutches, cams or fan blades;
- x keyways, keys, grease nipples, set-screws, bolts or any other projections on rotating parts;
- x rotating knives, blades, tines or similar parts of power driven machines that operate in or near the ground;
- x any machine component that cuts, grinds, pulps, crushes, breaks or pulverises;
- x hot parts of any machine;
- x machinery being accidentally started during maintenance

See [Guidance note - Isolation of plant](#) for further information.

Control the risk

Old machinery is sometimes poorly guarded. Hazard areas may include extra moving parts like shafts, sprockets and pulleys that have been added for other uses. Original guarding may have also been removed for maintenance and not put back. There may be times when an operator may need to reach over, under, around or into a machine while it is running. If so, any moving parts or other hazards must be appropriately guarded from human contact.

The Commission for Occupational Safety and Health has developed a [Code of practice - Safeguarding of machinery and plant](#). You can download this publication for free I U R P : R U N 6 D I H ¶ www.zbrEsafe.Wa.gov.au.

Hazardous SUBSTANCES

Hazardous substances (chemicals including many cleaning products) are used every day in work tasks and have the potential to cause injury or illness. Some common chemicals used include cleaning products, unleaded fuel, degreasers, paints, acids and solvents. Lost time injuries, diseases and sometimes death are all outcomes of failing to store, use or dispose of chemicals properly.

Employers must identify all chemicals being used in the workplace. A current hazardous substances register must be established and must be readily available at the workplace. The register must include a contents list, reference to the risk assessments together with the material safety data sheets (MSDSs) for each hazardous substance used at the workplace. MSDSs list the ingredients and give health information and instructions for their safe storage, use and handling. MSDSs are available from the manufacturer and suppliers and the issue date should be less than 5 years.

For substances which are not classified as hazardous, there is a general duty of care to ensure there is enough information provided so that the chemical can be used safely. This may be information from the label, product information sheet or MSDS. This information should be used to identify any potential hazards that may arise from the use, storage, and transportation of the chemicals.

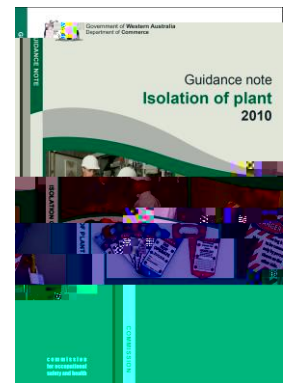
What should I watch for?

- x ensure chemical containers have a label to identify the chemical and the safety information;
- x store chemicals in approved containers; do not use old drink or food containers;
- x maintain a current hazardous substance register;
- x do a risk assessment for all hazardous substances in consultation with employees to determine if the substances are used in accordance with the material safety data sheet and how to use the substances safely;
- x train staff to use chemicals safely and to administer first aid. Records of training must be kept and need to include, potential health risks and toxic effects, control measures used to minimise risk to safety, correct use, correct care an use of any personal protective equipment, if applicable health surveillance; and
- x post emergency numbers, including poison information numbers, beside the telephone.

Pressure VESSELS

A number of requirements relate to pressure vessels, including:

- x pressure vessels (eg air receivers) categorised as hazard level A, B or C according to the criteria set out in Australian Standard AS 4343-2005 must be registered by the WorkSafe Western Australia Commissioner or a regulatory authority;
- x the registration of pressure vessels must be current and include a statement signed by a competent person in regard to the inspection of the plant and that the plant is safe to operate;
- x



Checklists

OSH management [safety checklist](#)

	yes	no	n/a
Consultation takes place on OSH matters between management and employees.			
Hazard and injury reporting: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> systems are in place for reporting hazards and injuries; <input checked="" type="checkbox"/> reported hazards and injuries have been adequately investigated; <input checked="" type="checkbox"/> systems are in place for reporting notifiable injuries to WorkSafe. 			
In relation to all tasks: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 			

Slips, trips and falls safety checklist

	yes	no	n/a
Ground, floor or any stair or ramp has an unbroken and slip resistant surface.			
Ground, floor or any stair or ramp is free from any obstruction or fall hazards that may cause a person to fall, ie no electrical leads, hoses, tools, mounted power boxes, water across walkways.			
Systems are in place to ensure that the ground or floor is free from fall hazards and obstructions.			
Warning signs are available and erected near spills.			

Access to egress from the workplace is free from obstructions at all times.

Machine guarding [safety checklist](#)

	yes	no	n/a
Every dangerous part of fixed, mobile or hand held powered plant (machinery) securely fenced or guarded in accordance with Regulations 4.37 and 4.29, except where the plant is so positioned or constructed that it is as safe as it would be if fenced or guarded.			
Adequate safe work procedures provided and documented to set, test and use machinery during all cycles of production and maintenance. Look for: <ul style="list-style-type: none"> x pre-operational checks; x appropriate isolation and lock-out procedures provided for maintenance; x where setting, testing and start-up of machinery is required with the final means of safeguarding removed, interim safeguards are used; x where fixed physical guards are provided, adequate provision is made for cleaning, maintenance, adjustment and repair; x presence sensing system: <ul style="list-style-type: none"> o safe system of work documented and a clearly identified warning provided when guard is muted; and o inspection and maintenance records maintained; x the highest level of guarding that is practicable is being provided; and x where it is not practicable to guard machinery, a safe system of work is in place for persons operating or passing in close proximity 			
Operators and maintenance personnel are properly trained and familiar with the operation and set up of the machinery, including safety features.			
Manufacturers decals, manuals and operator instructions are readily available and in the English language.			

Safe movement of vehicles and mobile plant [safety checklist](#)

Hazardous substances safety checklist

	yes	no	n/a
Register of hazardous substances <ul style="list-style-type: none"> x A register of hazardous substances is available and accessible for persons likely to be exposed to hazardous substances. x The register of hazardous substances is complete ±the register includes a contents list and current Material Safety Data Sheets. x The register of hazardous substances is current ±Material Safety Data Sheets (MSDS) are not older than 5 years. 			
Labelling <ul style="list-style-type: none"> x Hazardous substances are properly labelled ±eg containers are labelled with manufacturers labels that are complete and legible. x Decanted chemicals are labelled with name, risk and safety phrases. x Empty food or beverage bottles are not used to store chemicals. 			
Risk assessment and control <ul style="list-style-type: none"> x Risk assessments have been completed for hazardous substances. – when conducting a risk assessment, consider how is substance used, where it is stored, is ventilation required, are directions in the MSDS followed, is personal protective equipment required? x A record is made in the hazardous substances register that the assessment has been done. x A risk assessment report is available where the risk is significant. x Practical control measures have been implemented and maintained taking into account the hierarchy of control. 			
Information, instruction and training <ul style="list-style-type: none"> x Workers who may be exposed or work with hazardous substances have been provided with adequate information and training, including health effects, controls, safe work methods, personal protective equipment and where applicable health surveillance. x A record of the hazardous substances training is kept. 			
Asbestos containing materials at the workplace <ul style="list-style-type: none"> x The presence and location of asbestos containing materials at the workplace has been identified. x Where asbestos has been identified, a risk assessment is conducted in accordance with the Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:2018 (2005)]. x Asbestos register is available and used at the workplace where asbestos has been identified. x Where an asbestos register is present, relevant persons have been trained on the contents and use of the asbestos register. 			

Electricity safety checklist

	yes	no	n/a
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Pressure vessels [safety checklist](#)

	yes	no	n/a
Pressure vessels (ie air receivers) are registered with WorkSafe when the hazard level is A, B or C, according to the criteria set out in AS4343-2005.			

Other areas [safety checklist](#)

	yes	no	n/a
<p>available, displayed and practiced.</p> <ul style="list-style-type: none"> x Emergency procedures are in place for amusement structures. x Safe egress is provided in the event of an emergency. x Exit signs are provided and clearly visible. x Portable fire extinguishers are provided in the workplace and in vehicles and are maintained. 			
<p>First aid</p> <ul style="list-style-type: none"> x Adequate first aid facilities (ie first aid kit, eye wash station, emergency shower) are provided. x Adequate number of persons trained in first aid is provided. 			
<p>Workplace racking</p> <ul style="list-style-type: none"> x Racking is maintained and in good working condition (eg secured and no visible signs of damage or bowing). x Safe working load (SWL) is displayed. x Items stored on the racking are within the SWL. 			
Adequate workplace facilities are provided.			
Clean cool drinking water is provided and is readily available.			
Sunscreen and hats are provided to outdoor workers.			
Work areas are monitored for cleanliness and removal of debris/waste.			
Warning signs are provided.			

Adequate seating is provided.