

Service
Quality
Value

ROSCON

ROSCON GROUP OF COMPANIES

Occupational Health & Safety Reports

Specialist Safety reporting should not be taken lightly. Statistics show that all forms of accidents are preventable if the correct measures and duty of care are displayed.

Roscon takes the complexity out of your responsibilities by distinguishing any foreseeable hazards arising at your property which may cause harm or damage. Our pragmatic assessment offers practical solutions that will achieve optimal outcomes for the Owners Corporation. We perform a thorough site inspection and assessment of your common property, which is then compiled into an easy to read report along with photographic evidence, related commentary and recommendations for each item noted. The report can be utilised by the Owners Corporation to determine areas that require immediate rectification and any other areas that require continued maintenance or monitoring to limit potential safety hazards within the common area.

Meeting your safety obligations can be made easier with good quality and professional help. The team at Roscon are available to assist you with any and every safety concern and look forward to assisting and improving your property's safety.

Our specialist reporting considers:

- A safety report denoting each property's structure surrounds, amenities, access points and general condition and safety of each asset.
- A contractor's safe working agreement, which is signed prior to the commencement of any works, by a subcontractor. Having a contractor sign the agreement ensures that the contractor is aware of the responsibilities under the Work Health and Safety Act 2011 and will assist the Owners Corporation to discharge their duties under the Work Health and Safety Act 2011.
- Sub-Contractors application, to give a clear understanding of the skills and capabilities of the contractor.
- Safety inspection notation sheet, to keep track of the dates of inspections and also the frequency of the inspections.
- Safety inspections booking request, this is a proactive request form that can make the need to schedule an inspection a thing of the past.
- Risk Management implementation plan, to assist with the allocation of responsibility for the rectification I control of hazards that have been identified.
- Safe Work Method Statement (SWMS) that is required to be completed prior to the commencement of any works at the property.



1800 767 266

roscon.com

What obligations does an Owners Corporation have?

To ensure the common property is a safe environment for workers (including those conducting maintenance/repair), tenants, owners and visiting members of the public. Some of these obligations relate to the Work Health and Safety Act 2011 and some to your duty of care under civil law. All are responsibilities of the Owners Corporation and its various stakeholders.

Do the Owners Corporation committee have a duty under the Act?

Yes, the duties contained within the Act apply to 'persons conducting a business or undertaking', and Section 5 of the Act specifies this to include an Owners Corporation, the occupiers of a lot, a Strata Manager and any person that may engage a contractor or worker on the common property.

The Work Health and Safety Act 2011 has dramatically affected the manner in which an owner must consider their duties under the law. A recent Code of Practice entitled "How to Manage Work Health and Safety Risks" highlights the need for a regular safety audit of the common property on your buildings. With a maximum fine of \$3,000,000 for Owners Corporations and \$600,000 for individuals (with the possibility of 5 years jail), the small cost of a safety audit makes sense.



roscon.com