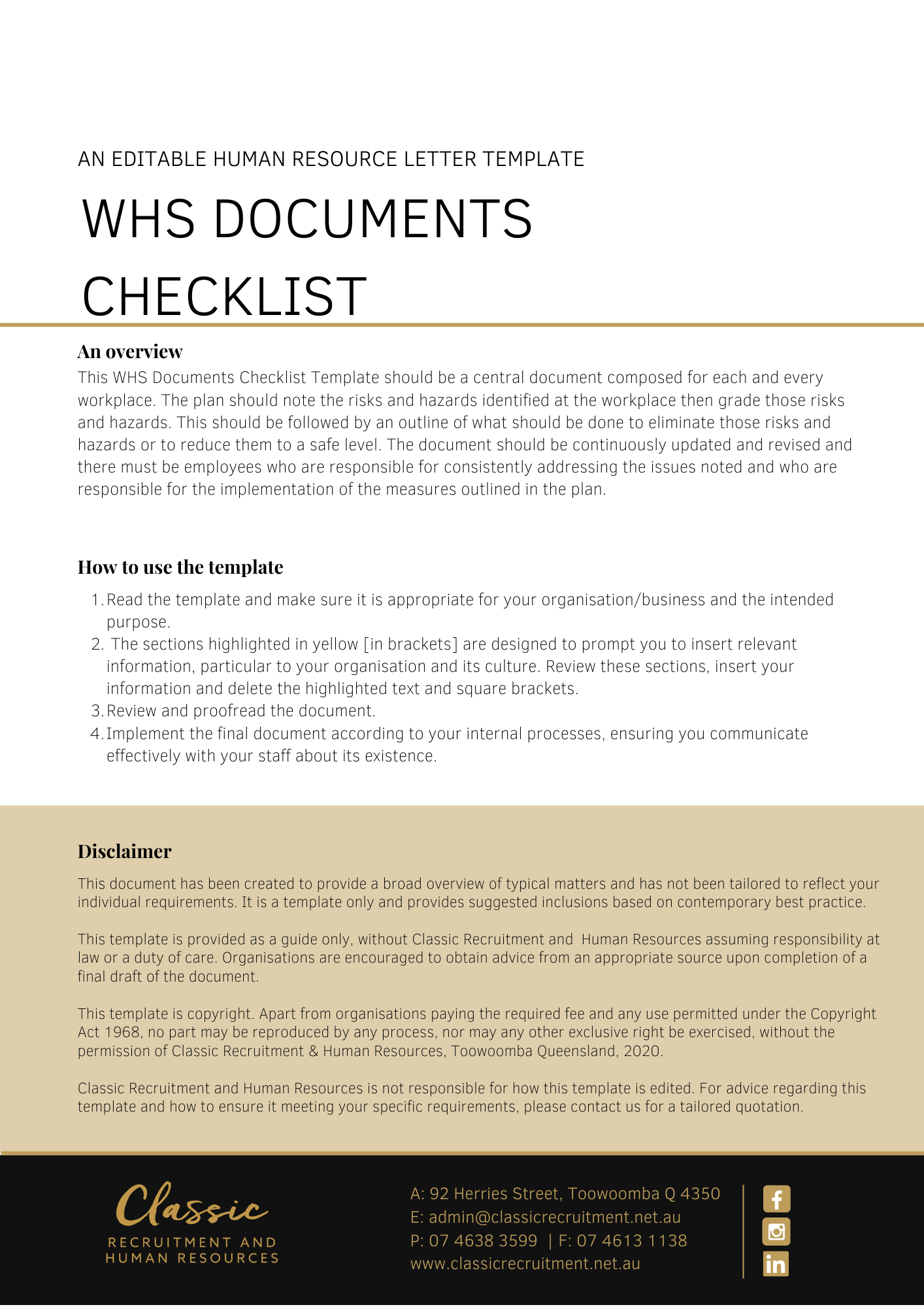
WHS Documents Checklist



|  |  |  |
| --- | --- | --- |
| Document | Yes | No |
| Audit of risks/hazards at the workplace — inventory |  |  |
| Assessment of risks/hazards at the workplace |  |  |
| Risk/hazard management plan |  |  |
| Induction list — WHS issues to emphasise |  |  |
| Policies and procedures on WHS |  |  |
| Relevant material safety data sheets |  |  |
| Accident records, including notifications of accidents to the relevant safety authority (e.g. WorkCover, SafeWork etc) |  |  |
| Records of near-misses |  |  |
| Overall WHS training plan |  |  |
| Confirmation of training (e.g. relevant training documents and training plans) |  |  |
| Relevant reports from consultants |  |  |
| Reports from employee representatives, committees and HSRs (if any) |  |  |
| Reports on consultation and actions arising from these reports |  |  |
| Workers compensation reports of injuries/claims to insurer |  |  |
| Rehabilitation report |  |  |
| Intelligence gathering documents — WHS information particularly relevant to the business |  |  |