

**Code of Practice
for
Technical Guidance**



CODE OF PRACTICE FOR TECHNICAL GUIDANCE

FOREWORD

The Special Minister of State has approved this Industry Code of Practice on the recommendation of the WorkCover Authority to provide practical guidance for employers and other persons to meet their obligations under the Occupational Health and Safety Regulation 2001.

General Manager
WorkCover NSW

INTRODUCTION

What is an INDUSTRY CODE OF PRACTICE?

An approved industry code of practice is a practical guide to achieving the standard of safety required by the *Occupational Health and Safety Act 2000* and *OHS Regulation 2001* for a particular area of work.

This approved industry code of practice should be followed unless there is an alternative course of action, which achieves the same or better standard of health and safety in the workplace.

An industry code of practice is approved by the Special Minister for State. It comes into effect on the day the notice of this approval is published in the NSW Government Gazette or on the day specified in the Gazette notice.

An approved industry code of practice is designed to be used in conjunction with the Act and Regulation but does not have the same legal force. A person or company cannot be prosecuted for failing to comply with an approved industry code of practice.

However, in proceedings under the Act or Regulation, failure to observe a relevant approved industry code of practice can be used as evidence that a person or company has contravened or failed to comply with the provisions of the Act or Regulation.

A WorkCover Authority Inspector may cite an approved industry code of practice in a direction or in an improvement or prohibition notice, indicating the measures that should be taken to remedy an alleged contravention or non-compliance. Failure to comply with a requirement in an improvement or prohibition notice is an offence.

In summary an approved INDUSTRY CODE OF PRACTICE

- gives practical guidance on how the required standard of health, safety and welfare can be achieved in an area of work;
- should be followed, unless there is an alternative course of action which achieves the same or better standard of health and safety in the workplace;
- can be used in support of the preventative enforcement provisions of the *Occupational Health and Safety Act*;
- can be used to support prosecutions for failing to comply with or contravening the Act or Regulation.

Title

This is the *Code of Practice for Technical Guidance*.

Commencement

This Industry Code of Practice commences on the date it is published in the NSW Government Gazette.

Authority

This code of practice is approved by the Special Minister of State as an Industry Code of Practice pursuant to Section 43 of the *Occupational Health and Safety Act 2000*.

Incorporated documents

The *Occupational Health and Safety Act 2000* provides for an Industry Code of Practice to refer to or incorporate a document prepared or published by a body specified in the Code. The Standards incorporated by this Code of Practice are published by the Standards Association of Australia.

The Australian Standards set out below are incorporated without modification for the purposes of this Industry Code of Practice:

Boilers and pressure equipment

AS 3873 : 2001 Pressure equipment – operation and maintenance. Publication date: 6 March 2001

AS 2593 1995 Boilers – Unattended and limited attendance. Publication date 5 July 1995

Laser safety

- AS 2211.1 1997 Laser safety – equipment classification, requirements and user’s guide. Publication date: 5 March 1997
- AS 2211.1: 1999 Laser safety - equipment classification, requirements and user’s guide - application guidelines and explanatory notes. (Supplement to AS/NZS 2211.1:1997) Publication date: 5 March 1997.
- AS 2397-1993 Safe use of lasers in the building and construction industry

Electrical equipment

- AS/NZS 3012:1995 Electrical installations - Construction and demolition sites

An earlier Code of Practice also covers the inspection and testing of electrical installations and electrical equipment on construction sites. It is titled Code of Practice: Electrical Practices for Construction Work and commenced 1 February 1992. In the event of any inconsistencies between AS/NZS 3012:1995 and the earlier Code of Practice, the earlier Code shall prevail.

- AS/NZS 3760:2001 In-service safety inspection and testing of electrical equipment. Publication date: 22 May 2001.

Scaffolding

- AS/NZS 4576:1995 Guidelines for scaffolding. Publication date: 5 June 1995.
- AS 1577: 1993 Scaffold Planks. Publication date: 20 December 1993.

Lifting gear

- AS 1353.2-1997 Flat synthetic-webbing slings - Care and use Publication date: 5 December 1997
- AS 1353.1-1997 Flat synthetic-webbing slings - Product specification Publication date: 5 December 1997.
- AS 2741- 1992 Shackles Publication date: 5 October 1992.
- AS 4497.2 1997 Roundslings: synthetic fibre care and use Publication date: 5 October 1997.
- AS 4497.1-1997 Roundslings - Synthetic fibre - Product specification Publication date: 5 October 1997

AS 1666.2-1995 Wire-rope slings - Care and use Publication date: 5 November 1995

AS 1666.1-1995 Wire-rope slings - Product specification Publication date: 5 November 1995

Cranes - safe use

AS 2550.1-1993 Cranes - Safe use - General requirements Publication date: 13 September 1993

AS 2550.4-1994 Cranes - Safe use - Tower cranes Publication date: 20 June 1994

AS 2550.5-1993 Cranes - Safe use - Mobile and vehicle-loading cranes
Publication date: 13 September 1993

AS 2550.6-1995 Cranes - Safe use - Guided storing and retrieving appliances
Publication date: 5 December 1995

AS 2550.7-1996 Cranes - Safe use - Builders' hoists and associated equipment
Publication date: 5 March 1996

AS/NZS 2550.9:1996 Cranes - Safe use - Vehicle hoists Publication date: 5 August 1996

AS 2550.10-1994 Cranes - Safe use - Elevating work platforms Publication date: 20 June 1994

AS 2550.13-1997 Cranes - Safe use - Building maintenance units Publication
Date 5 June 1999

AS 2550.15-1994 Cranes - Safe use - Concrete placing equipment Publication
date: 20 June 1994

AS 2550.16-1997 Cranes - Safe use - Mast climbing work platforms Publication
date: 5 December 1997

AS 2337.1 1999 Gas Cylinder test stations – general requirements, inspections
and tests – gas cylinders. Publication date: 5 April 1999

AS 2337.2 1990 Gas Cylinder test stations – LP gas fuel vessels for automotive
use. Publication date: 7 May 1990.

AS 2337.3 1998	Gas Cylinder test stations – inspection and testing of fibre reinforced plastics (FRP) gas cylinders. Publication date: 5 November 1998.
AS/NZ 1891. 1: 1995	Industrial fall-arrest systems and devices – Safety belts and harnesses. Publication date: 5 March 1995
AS/NZ 1891. 2: 2001	Industrial fall-arrest systems and devices – Horizontal lifeline and rail systems. Publication date: 20 March 2001
AS/NZ 1891. 3: 1997	Industrial fall-arrest systems and devices – Fall arrest devices. Publication date: 5 July 1997.
AS/NZ 1891. 4: 2000	Industrial fall-arrest systems and devices – Selection, use and maintenance. Publication date: 21 August 2000
AS 1270 – 1999	Acoustics - Hearing Protectors. Publication date: 5 October 1999.

Respiratory protective devices

AS/NZ 1716: 1994-	Respiratory Protective Devices. Publication date: 16 May 1994
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New lift installations

AS/NZS 4431:1996	Guidelines for safe working on new lift installations in new constructions Publication date: 5 December 1996.
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Fixed platforms, stairways and ladders

AS 1657 : 1992	Fixed platforms, stairways and ladders – design, construction and installation Publication date: 16 November 1992.
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Conveyors

AS 1755 – 2000	Conveyors – Safety Requirements. Date of publication: 6 November 2000
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Tilt up concrete constructions

AS 3850.1-1990	Tilt-up concrete and precast concrete elements for use in buildings - Safety requirements - Publication date: 12 November 1990
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AS 3850.2-1990 Tilt-up concrete and precast concrete elements for use in buildings - Guide to design, casting and erection of tilt-up panels - Publication date: 12 November 1990

AS 3850.3-1992 Tilt-up concrete and precast concrete elements for use in buildings - Guide to the erection of precast concrete members - Publication date: 16 March 1992

Powered industrial trucks

AS 2359.1-1995 Powered industrial trucks - General requirements Publication date: 5 May 1995

AS 2359.2-1985 Industrial trucks (known as the SAA Industrial Truck Code) - Operation Publication date: 4 October 1985

AS 2359.3-1995 Powered industrial trucks - Counterbalanced fork-lift trucks - Stability tests Publication date: 5 January 1995

AS 2359.4-1995 Powered industrial trucks - Reach and straddle fork-lift trucks - Stability tests Publication date: 5 January 1995

AS 2359.5-1995 Powered industrial trucks - Control symbols Publication date: 5 January 1995

AS 2359.6-1995 Powered industrial trucks - Safety code Publication date: 5 January 1995

AS 2359.7-1995 Powered industrial trucks - Terminology Publication date: 5 January 1995

AS 2359.8-1995 Powered industrial trucks - Pallet stackers and high-lift platform trucks - Stability tests Publication date: 5 January 1995

AS 2359.9-1995 Powered industrial trucks - High-lift rider trucks - Overhead guards - Specification and testing Publication date: 5 January 1995

AS 2359.10-1995 Powered industrial trucks - Fork-lift trucks - Hook-on type fork arms - Vocabulary Publication date: 5 January 1995

AS 2359.11-1995 Powered industrial trucks - Fork-lift trucks - Hook-on type fork arms and fork carriers - Mounting dimensions Publication date: 5 January 1995

AS 2359.12-1996

Powered industrial trucks - Hazardous areas Publication date: 5
January 1995

Australian Standards that use the terms “shall” or “must” or in some other manner specify that certain procedures or practices are mandatory do not apply to this Code of Practice.

The recommendations in the Australian Standards incorporated by this Code of Practice are the recommended procedures only and should be observed unless an alternative course of action is implemented that achieves the same or a better standard of safety in the workplace.

A copy of this Industry Code of Practice any incorporated Standards is available for public inspection at the WorkCover Authority head office 400 Kent Street Sydney between 8.30AM and 4.30PM Monday to Friday. The Standards Association of Australia may be contacted for further information regarding the incorporated Standards.