

Annexure 8

SAFETY IN DESIGN CHECKLIST

Safety in Design Report

PART 1: INSTRUCTIONS

The Work, Health and Safety (WHS) Regulations (2011) require the designer of a structure, or any part of a structure to provide a written Safety in Design report to the person conducting a business or undertaking (PCBU) who commissioned the design.

To facilitate compliance with this regulation (295.1), this template has been created for use by designers engaged by Vicinity. A Safety in Design Report must be generated for each individual design generated for Vicinity whether by an internal or externally engaged designer. A designer may opt to use another version of a Safety in Design Report, e.g. an in house version.

Note that a Safety in Design Report is not required in Victoria or Western Australia as at September 2014, but is a legal requirement in all other jurisdictions.

This template (or equivalent) must be completed and submitted with any design to Vicinity.

THE ABOVE INFORMATION IS A TRUE AND ACCURATE AT THE TIME OF WRITING.

Designer(s) name:

Employer:

Centre name:

Date:

Description of design:

THE ABOVE INFORMATION IS A TRUE AND ACCURATE AT THE TIME OF WRITING.

Attach to this report a statement including details of any hazardous materials or structural features and your assessment of the risks to WHS resulting from these hazards.

☐ Attached

☐ N/A

Attach to this report a statement including details of any actions you have taken to reduce the risks associated with the design.

☐ Attached

☐ N/A

Attach to this report a statement including details of any changes required to construction methods to reduce or eliminate risks.

☐ Attached

☐ N/A

Attach to this report a statement including details of any parts of the design where hazards have been identified but not resolved.

☐ Attached

☐ N/A

Additional information that may be attached to facilitate this report but is not mandatory to provide may include:

- The purpose for which the plant or structure was designed,
- The results of any testing and analysis,
- Any conditions the designer may impose to ensure that the structure is without risk for the purpose it was designed or when carrying out related activities such as construction, maintenance and demolition and
- Any risk to the health and safety of persons in the vicinity of the workplace, e.g. neighbours or tenants.

THE ABOVE INFORMATION IS A TRUE AND ACCURATE AT THE TIME OF WRITING.

The above information is a true and accurate at the time of writing.

Print name:

Signature:

Date: