

# Supervision



**Supervision is a crucial aspect of ensuring safety in the workplace. It involves overseeing and guiding workers to ensure they follow proper procedures, use appropriate protective equipment, and carry out tasks in a safe manner. Effective supervision not only enhances productivity but also helps prevent incidents, injuries, and potential hazards.**

A lack of Supervision has been identified as a major contributing factor of workplace incidents at Perth Airport.

## What you need to know

Perth Airport is a complex environment with many work fronts and stakeholders that work closely throughout the estate. Many high-risk works are conducted simultaneously and require high level planning and coordination with stakeholders in order to conduct the job safely.

Workers play an integral role in maintaining a safe working environment through their cooperation with supervisors. Here are some key points for workers to keep in mind regarding supervision:

### Risks of inadequate supervision

Insufficient or ineffective supervision can lead to numerous risks and hazards in the workplace. Some potential consequences of inadequate supervision include:

- **Increased incident rates:** Lack of proper oversight can result in workers taking shortcuts or disregarding safety protocols, increasing the likelihood of incidents, injuries, and potential fatalities.
- **Unsafe practices:** Without supervision, workers may be tempted to engage in risky behaviour, such as improper use of machinery or failure to follow Perth Airport procedures, jeopardising their well-being and that of their colleagues.
- **Lowered morale:** Poor supervision can negatively impact worker morale and job satisfaction. A lack of guidance, support, or recognition for safety efforts can contribute to increased stress levels and decreased motivation.

### Direct supervision

Means the oversight by the supervising person of work of that person for the purpose of:

- Directing, demonstrating, monitoring and checking that the person work in a way that is appropriate to the persons level of competency
- Ensuring a capacity to respond in an emergency

### WHS regulations

It is a legal requirement under the Work Health and Safety Regulations 2022 that a person conducting a business or undertaking must ensure direct supervision of a person carrying out High-Risk work.

### Principal contractors

Principal contractors must ensure adequate supervision is provided for works under their control. This includes ensuring sub-contractors have appropriate supervision arrangements in place.





## What worker must do

### Follow instruction

Ensure you have been given the appropriate instructions and permission to commence works. Ensure you have met the requirements as detailed in Perth Airports other Safety Essentials. Pay close attention to the instructions provided by your supervisor. Understand and comply with safety procedures, protocols, and guidelines specific to your tasks and work environment.

### Seek clarification

If you have any doubts or questions about the instructions or safety procedures, don't hesitate to ask your supervisor for clarification. It's better to seek clarification upfront than to risk misunderstandings that could compromise safety.

### Stay alert and observant

Pay attention to your surroundings and be aware of potential risks. Be observant of your colleagues' actions and remind them to follow safety procedures when necessary. Encourage a culture of safety within your team by looking out for one another.

### Communication

Maintain open and clear lines of communication with your supervisor. Report any safety concerns, hazards, or near misses immediately. Timely reporting helps identify potential areas of improvement and prevent future incidents.



### Understanding procedures

Familiarise yourself with Perth Airport procedures, safety protocols, SWMS, and relevant regulations. Seek clarification from your supervisor if you have any doubts or questions.

### Compliance

Adhere to instructions provided by your supervisor regarding safety practices, equipment usage, and any necessary training. Always use the recommended personal protective equipment (PPE) for your tasks.

### Take responsibility

Take ownership of your safety and the safety of others. Adhere to safe work practices, avoid shortcuts, and encourage a safety-conscious mindset. By being responsible and accountable for your actions, you contribute to a safer working environment.