

Western Australian Emergency Planning Laws

WorkSafe Western Australia is the government agency responsible for regulating WA's occupational safety and health (OSH) legislation. This fact sheet offers essential information to assist employers in meeting their obligations under the Occupational Safety and Health Act 1984 and the Occupational Safety and Health Regulations 1996.

Employers, main contractors, self-employed persons and persons in control of a workplace are required in accordance with Regulation 3.10 to:

- Develop an evacuation procedure for fire or other emergencies at the workplace;
- Display the evacuation procedure and a diagram, showing the exits and the position in relation to the exits, clearly and prominently at the workplace, where practicable;
- Practice the evacuation procedure at reasonable intervals, where practicable; and
- Train staff who would be required to help control or extinguish a fire and provide appropriate protective clothing and equipment to these persons. First Aid officers are also required.

Emergency evacuation procedures (emergency response procedures) in the event of fire or other emergency must be developed and where practicable, clearly and prominently displayed;

- Where practicable, an evacuation diagram showing workplace exits and other safety information is clearly and prominently displayed
- The evacuation procedure or emergency response exercises are practiced at regular intervals at the workplace (At least every 12 months)
- Fire prevention measures and control equipment are provided within the workplace
- Appropriate training is provided to those persons who would be required to help control or extinguish a fire or provide first aid in the workplace (first attack fire-fighting)
- The means of access to and egress from the workplace are kept free of obstructions at all times to enable all persons to move safely including during emergencies

These Western Australian legislative requirements are broadly in line with Australian Standard *AS 3745-2010*, and in order for the person/s having control of the workplace, or control of the access to or egress from a workplace to fulfil these legislative requirements, current industry 'best practice' is to comply with the requirements of Australian Standard *AS 3745 – 2010 Planning for emergencies in facilities*'.

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