



HAZARD ALERT

INSTALLATION OF WHITEBOARDS & SMARTBOARDS

9 March 2012

REFERENCE:

OHS&W Act 1986 s19, 20 & 21

OHS&W Regulations 2010

CSH&WSA Document No. 14 – Hazard Management Procedure

CSH&WSA Document No. 15 – Plant Management

OBJECTIVE:

To ensure that worksites with Whiteboards &/or Smart boards on site conduct an inspection of installed equipment to identify any hazards associated with installation.

BACKGROUND:

There have been 2 recent incidents where a Whiteboard &/or Smart board have dislodged and fallen. Incident Investigations of these events indicated that installation was inadequate for the size, weight and location of the equipment.

PREVENTATIVE ACTIONS:

Inspections

- All Whiteboards &/or Smart boards should be inspected as soon as possible:
 - Note any sign of board not hanging in alignment
 - Push the board sideways at each lower corner to check for movement (stand to one side in case board is not secured)
- Ensure all Whiteboards &/or Smart boards are:
 - Added to Workplace Inspection forms
 - Checked as above during regular , programmed Workplace Inspections

**FOR ENQUIRIES OR FURTHER INFORMATION PLEASE CONTACT
YOUR OHS CONSULTANT**