

Would your team pass a **WHS** spot check?

Walking the site and ticking things off tells you the workplace looks safe today. It doesn't tell you whether your people actually know the procedure — or just that one exists somewhere in a folder. That's the gap that gets found the hard way, after something's gone wrong.

A Site Walk

Looks at the workplace. Are the guards on? Is the walkway clear? Is the extinguisher in date?

Answers: "Is this place safe right now?"

Staff Awareness

Looks at your people. Do they know the procedure? Have they done the training? Could they explain it if asked?

Answers: "Would my team follow this without me watching?"

Why it matters: WHS law expects you to consult your workers and keep their training current — not just keep a manual on a shelf. A procedure nobody's been shown is no safer than no procedure at all. And when a regulator, a head contractor or an insurer asks for evidence, signed toolbox talks and training records are what shows your system is actually being used — not just written down.

Three things to do

1 Keep inspecting, on a set rhythm

Match the frequency to your risk — the higher the risk, the more often you should be walking the site.

2 Build your Risk Register with your team, not off a template

Sit down with the people actually doing the work and map the real risks together. A register built for your site beats one copied from somewhere else — and your crew is far more likely to follow something they helped write.

3 Run the toolbox talk, and keep the record

Ten minutes talking it through beats an hour of paperwork nobody reads. Sign it, date it, and file it — that's what turns "we have a procedure" into "our team knows the procedure."

Signed inductions · Toolbox talk records · Training register · Incident reports actually filled in

Not sure your team could explain it?

HR Dynamics can run the toolbox talks and build the Risk Register with your crew — practical, not paperwork for paperwork's sake.

(07) 4051 7307

hello@hrdynamics.com.au
hrdynamics.com.au