

Safety Alert: SA-24-019					
Title:	WHS Right of Entry by Union Representatives			SAFETY CRITICAL CATEGORY ROUTINE	
Applicable Date:	From:	17/12/2024	To:		Until withdrawn
Approved by:	Melissa Northey – Head of SQRE				
Issued by:	Sam Akkawy – Safety & Risk Advisor				
Location:	MTS Network Wide				
Distribution:	Employees & Contractors				

Background

Under the Work Health and Safety (WHS) Act, union representatives holding a valid right of entry permit may access worksites to inquire into suspected WHS contraventions. This right ensures that workplace safety concerns are addressed promptly and transparently.

Union representatives exercising this right must adhere to specific legal requirements, including providing prior written notice of their intent to enter the site (except in situations where such notice is not required, as outlined by the Act). They must also comply with all site-specific safety protocols and access conditions to minimise disruptions and uphold a safe work environment.

To support employees/contractors in understanding their obligations, MTS has provided a [Guide to Workplace Right of Entry by Work Health and Safety Entry Permit Holders](#). This guide outlines all parties' roles, responsibilities, and compliance requirements.



Safety Implications & Concerns

- The right of entry promotes a collaborative approach to identifying and mitigating WHS risks but requires strict adherence to safety protocols to avoid operational disruptions or potential hazards.
- Miscommunication or non-compliance with procedures during union visits can lead to workplace confusion and hinder ongoing activities.
- Ensuring staff and contractors understand their roles and responsibilities during such visits is critical to maintaining workplace safety and legal compliance.

Actions Required

1. Familiarise yourself with the Workplace Right of Entry Guide provided to understand legal obligations and processes.
2. Report any visits by union representatives to the relevant site manager or supervisor immediately.
3. Comply with site-specific access protocols and facilitate safe and transparent communication during union inspections.
4. Ensure all safety protocols are followed during inspections or inquiries to maintain a secure work environment.
5. Assign a designated point of contact, if applicable, to coordinate interactions and minimise operational disruptions.

Stay Safe, Follow the Rules, and Support a Safe Workplace for Everyone!