

***Sea Safe Work Day and
Safe Work Australia Week
– Possible Activities***

Letter	CEO letter (or other form of communication) to employees drawing attention to <i>Sea Safe Work Day</i> and <i>Safe Work Australia Week</i> and encouraging involvement in activities to acknowledge them.
Intranet / Internet	Provide OHS information on your organisation's intranet / internet site. Suggest possible activities for the day or week. Detail activities undertaken.
Staff newsletter	The focus could be on occupational health and safety (OHS) issues.
Safety Committee	Meet on the day or during the week.
Memoriam	Remember those injured or killed while employed at sea.
Practice drills	Arrange for drills to draw attention to potential hazards and to ensure correct emergency and safety procedures.
Promote OHS	Display information on noticeboards and around the workplace to promote OHS.
Health checks	Provide voluntary tests for: blood pressure; glucose; hearing; eye sight.
Social events	Hold social activities (eg BBQ, morning tea) with a health / safe work focus.
Sports challenge	Hold sport activities to promote health and well being
Events	Hold activities that focus on OHS: Clean up the workplaces; Review safety procedures; Launch OHS suggestion box; Award staff for working safely; launch OHS information / procedures.
Competitions	Seek suggestions or do activities to assist improving safety.
Hazard awareness	Hold training / information sessions around specific and identified OHS hazards.
Incident reporting	Promote the notification and reporting of workplace incidents and incidents.
Merchandise	Develop items (eg stickers, cap, coaster, pen, note pad, mug, torch, umbrella, jacket etc.) providing an appropriate safety message (eg <i>Work Safe</i>).
Information packs	Develop and provide a package of information that focuses on OHS, with booklets, stickers, merchandise etc.
Publications	Develop publications or other material for launch on the day or during the week.
OHS Forum	Engage decision makers, OHS practitioners and others in discussion on safety related issues relevant to your organisation.
Seminar	Hold education / information sessions for personnel directly responsible for and / or involved in OHS.
Conference	Cover OHS issues relevant to your organisation. Engage speakers who would provide information and experience useful to your organisation. Encourage attendance by employees.