



To whom it may concern

## **Purpose**

To advise of changes to the Status Forms in line with the [Work Health and Safety \(Mines\) Regulations 2022](#)

## **What is changing?**

The Work Health and Safety (Mines) Regulations 2022 (WHS Mines Regulations) require the mine operator to give the regulator a work health and safety report each quarter; this replaces the monthly status report forms (MSRF) that were previously submitted to the Department.

The quarterly report is to contain the information as specified in Schedule 25 of the WHS Mines Regulations and is required to be submitted to the regulator via the Safety Regulation System (SRS) no later than 15 days after the end of the quarter to which the report relates. The first quarterly status report to be submitted will cover the three-month period from 1 April 2022 to 30 June 2022, and is due by 15 July 2022.

By 30 June 2022 SRS will be updated to ensure that it complies with these requirements, and relevant label changes e.g. 'Monthly Status' changed to 'Status Report' have been made across SRS.

Users will notice changes when lodging a 'new' Status Report, including being prompted to make a selection between the following two options:

1. MSIA notification or incident up to 30 March 2022; or
2. WHS notification or incident on or after 31 March 2022.

Selecting option two will allow users to submit the new quarterly status report as required under the WHS Mines Regulations. Selecting the first option will allow for the submission of any outstanding MSRFs as were required prior to WHS commencement.

The following is a summary of the changes made to SRS and the information required to be provided in the Status Report as per Schedule 25 of the WHS Mines Regulations.

### **1. Reporting Details**

Reporting Period now displays as a quarter e.g. April – June 2022.

Company Details has an extra field for 'Commodity Processed'. This is a free text field and is mandatory.

### **2. Employment Status**

With regards to contractors, the average number of contractor workers and total contractor hours worked should be provided for all contracting companies together. Please note these figures are to cover the three months reporting period.

The status report does not require the top five contractors to be listed.



### 3. Incidents and Injuries/Illness

This section is new and is specified information required to be reported as per Schedule 25 of the WHS Mines Regulations. Please note, all fields are mandatory and must use a whole number only.

#### Incident Summary

- Number of relevant incidents – you are required to provide a total of ALL submitted Notifiable Incident Report Forms (NIRF) for the quarter here as a total number. The date of the incident, not the date of the notification, determines whether it is included in a quarter.

#### Injuries/Illness Summary

- Number of lost time injuries – all lost time injuries/illnesses listed in the Work Status Timeline (new label for Carry Over Injuries) area that occurred during the reporting quarter, must be recorded in this field.
- Number of days lost from work – total the number of days where workers were on lost time (not including the day of the injury) for the reporting quarter by adding all “L” days together and record in this field.
- Number of restricted injuries – all alternate duty injuries/illnesses listed in the Work Status Timeline area that occurred during the reporting quarter must be recorded in this field.
- Number of days for restricted duties – total the number of days for the quarter where workers were on alternate duties by adding all “A” days together and record in this field.
- Number of treatment injuries – total the number of medical treatment injuries and illnesses that occurred during the reporting quarter, but that did not result in the worker being unable to work for one day or more (not including the day of the incident).  
For example, review the NIRFs to identify those submissions where the question, ‘Did the worker receive medical treatment as defined by the regulations?’ is answered with ‘yes’, where the injury/illness has a severity of ‘any other injury’ but where the injury/illness did not result in lost time days.
- Number of deaths – report all deaths that have occurred during the reporting period and record in this field.

**Note** - It is important that injuries/illnesses are not entered twice into this summary. Account for the injury/illness under which the first work status timeline entry was made. For example, if the worker was first on lost time days, the injury should be counted as a lost time injury provided the injury occurred in the reporting period.



### **Work Status Timeline**

All injuries that resulted in lost time or alternate duties for the reporting period will be listed here as well as any 'Carry Over Injuries' from the previous quarter.

For all injuries that are listed for the reporting period, ensure that all rostered days from accident start date to the end of the reporting period are included.

For example – Reporting Period Apr-Jun 2022, Accident Date 24 April 2022, days to report is to include *rostered days* from 25 April up until 30 June 2022 (if applicable).

### **Further information**

If you have any questions regarding the status report, or wish to discuss the changes, please contact us by email on [SRSManager@dmirs.wa.gov.au](mailto:SRSManager@dmirs.wa.gov.au) or by phone on 9358 8001 (option 3).

Yours faithfully,

SRS Manager

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