



## ENTRY REPORT

WorkSafe Victoria is a division of  
the Victorian WorkCover Authority

Date: **12/02/2008** Visit Number: **V01002800864L**  
Issued by Inspector: **Nicole Ann Sinosich**  
Phone: **9485 4552**  
Fax: **9485 4501**  
Service Method: **Left for a person**  
Entry Time : **02:15 PM** Departure Time: **03:45 PM**

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### PLACE ENTERED

**INSCRIBE PTY LTD  
76 COMMERCIAL DRIVE  
THOMASTOWN 3074**

Phone Number: **9466 3977**

This report given to:

**Wayne Cowell**

Copies to:

**No HSR**

Position:

**Management Representative**

Position:

**Health and Safety Representative**

Other people who attended as part of the inspection:

Other Persons: **Chris Calleja and Bianca Cowell**

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### Purpose for entry:

I entered this place as part of the WorkSafe Victoria's proactive intervention program to provide guidance and assess and enforce compliance with specific health and safety laws. This visit is undertaken as part of the MLA Prevention project.

Under section 98 of the Occupational Health and Safety Act 2004 and section 13 of the Dangerous Goods Act 1985, I entered your place.

### Observations

#### 1. Improvement Notice Follow up

I attended your workplace to follow up on an Improvement Notice I issued on 12th December 2007. At the time of my visit I met with the aforementioned people.

In relation to Improvement Notice V01002800824L/17C-01 the following actions have been taken:

\* the company have obtained a current material safety data sheet (MSDS) for the

chemical known as General Purpose Thinners, Dangerous Goods Class 3 Packaging Group II dated January 2007 (9 pages).

In my opinion the company has complied with this Improvement Notice, after the due date.

2. Whilst at this workplace a discussion was held regarding the quantities of dangerous goods class 3 held at this workplace. I observed that the quantities held do not exceed the placarding requirements outlined in Schedule 2 of the Dangerous Goods Storage and Handling Regulations.

I advised management that should the quantities of dangerous goods held at this workplace exceed the amounts listed in Schedule 2, then the company is required to display the appropriate signage.

### **Exercise of Inspectors Powers**

3. Inspect, examine and make enquiries

You are hereby notified that under Section 13B(1)(a) of the Dangerous Goods Act 1985 and under Section 99(a) of the Occupational Health and Safety Act 2004, during an inspection at 76 COMMERCIAL DRIVE THOMASTOWN 3074, I inspected, examined and made enquiries.

4. Copies of Documents Provided

You are hereby notified that under Section 13B(1)(b) of the Dangerous Goods Act 1985 and under Section 99(b) of the Occupational Health and Safety Act 2004, during an inspection at 76 COMMERCIAL DRIVE THOMASTOWN 3074 you provided me with copies of the following documents for examination and inspection.

(a) material safety data sheet Thinners - Dangerous Goods Class 3 dated January 2007 9 pages

I did not take copies of this document.

**Inspectors proposed follow up action:** No further visits are required at this time. However, it is the employer's responsibility to ensure they demonstrate and maintain compliance with the relevant Acts and Regulations.

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### **Other actions taken:**

### **Status of Notices that were monitored during this entry:**

<b>Notice Number</b>	<b>Action</b>
V01002800824L/17C-01	Complied after due date

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### **INTERNAL REVIEW OF CERTAIN INSPECTOR DECISIONS**

If you want to apply for internal review of a decision made by an inspector during this visit, you must lodge the approved application form with the Internal Review Unit within 14 days of the date the decision came to your notice. The Authority must conduct the internal review within legislated time frame of either 7 or 14 days depending on the category of reviewable decision. If the Authority does not notify you of the internal review decision within the required time, the Authority is taken to have made a decision to affirm the reviewable decision. Not all decisions can be internally reviewed and in



order to seek internal review of a decision you must be an eligible person.

Application forms for internal review, a list of reviewable decisions and a list of eligible persons are available upon request from a WorkSafe Inspector, WorkCover Advisory Service on 1800 136089 or they can be downloaded from the website [www.workcover.vic.gov.au](http://www.workcover.vic.gov.au).

All applications are to be in approved form and must be received by the Authority's Internal Review Unit, Ground Floor, 222 Exhibition Street, Melbourne 3000 in order to be considered.

If you lodge an application for internal review and you do not receive a decision within the required time frame or you receive an Internal Review decision that you are not happy with, you can then apply to Victorian Civil and Administrative Tribunal for external review within 14 days of the date the Internal Review decision or non-decision first came to your attention. Applicants seeking external review must be an eligible person.

You can contact the Internal Review Unit on telephone (03) 8663 5450, fax (03) 8663 5451 or by email at [internalreviewunit@workcover.vic.gov.au](mailto:internalreviewunit@workcover.vic.gov.au).

### **OFFENCE**

The following Acts, including any regulations made under them carry varying offences such as failure to meet duties and obligations, non compliance with a notice or direction issued or made by an inspector and hindering or obstructing an inspector in the exercise of their powers:

- \* Occupational Health and Safety Act 2004
- \* Dangerous Goods Act 1985
- \* Equipment (Public Safety) Act 1994
- \* Road Transport Reform (Dangerous Goods) Act 1995

For specific details about offences and subsequent penalties refer to the specific Act or regulation.

### **FEEDBACK**

If you want to contact WorkSafe Victoria in relation to this entry by our Inspector other than for Internal Review purposes (see above), please use the following guide:

- \* to clarify any matter that is covered by the Entry Report and any associated Notices or Directions contact the issuing Inspector, whose name and contact details appear at the top of this Entry Report.
- \* to make comment about any aspect of how this inspection was conducted, contact the inspector's senior management on telephone 9485 4555, fax 9485 4501 or by writing to P O Box 181, Preston 3072
- \* to provide feedback in relation to WorkSafe Victoria activities or the legislation we administer, contact our Executive Director WorkSafe Victoria, Victorian WorkCover Authority, GPO Box 4306 Melbourne Victoria 3001, by fax 9641 1711 or e-mail to [executivedirector@workcover.vic.gov.au](mailto:executivedirector@workcover.vic.gov.au)

### **PRIVACY COLLECTION STATEMENT**

The Victorian WorkCover Authority (VWA) collects, uses, discloses and stores information in accordance with the Occupational Health and Safety Act 2004, other legislation administered by the VWA and all applicable privacy laws. This includes information collected by WorkSafe Victoria inspectors or authorised officers. Note that non-compliance with privacy laws is permissible to the extent that those laws conflict with other legislative provisions allowing or requiring the collection of information. Note also that privacy laws do not apply to the collection of information by the VWA to the extent that it is exercising its law enforcement functions and non-compliance with privacy legislation is deemed necessary to fulfil those functions.

The VWA's Privacy Policy is on our website at [www.workcover.vic.gov.au](http://www.workcover.vic.gov.au)

### **FURTHER INFORMATION**

WorkSafe has a range of publications to explain your legal responsibilities and help you make your premises/site safer. To inquire about these publications, telephone (03) 9641 1333 or 1800 136089, or visit [www.workcover.vic.gov.au](http://www.workcover.vic.gov.au).

