

Organising around Health and Safety - Framework

Step 1: Gather the facts, Map the workplace, Map workplace hazards

- Make contact, interview the worker/s and others while maintaining confidentiality. Use where, what, why, how when questions. Some questions you should always ask include:
 - Are you a member? Is this an opportunity to recruit?
 - What are the main problems facing staff? Has there been any injuries or patterns of illnesses that people are concerned about? Are there any hazards that have been identified?
 - Are the Health and Safety Reps involved? Are there health and Safety Reps?
 - Is there a Health and Safety Committee? Has this been raised formally?
 - What has been tried to resolve the issue so far?
 - Are there others likely to be affected?
- Check the collective agreement, employer policies and relevant legislation if necessary.
- Call the PSA Organising Centre for advice.
- Consider what other information you need to look at.

Step 2: Determine the Issue

- Is it an individual or collective issue?
- Is the presenting issue the real issue?

Step 3: Identify the options and plan the action

- Ask the member/s 'what would you like to do about the issue, and how can I support you in that.' With the member/s:
 - What is the ideal outcome?
 - What are possible options/strategies?
 - What are the implications for the various options?
 - Decide who else needs to be involved (other members, delegates, manager)
 - Consider what the employer's interests are.
 - Consider the employer's likely response to various courses of action.
 - Identify the steps you can take together to solve the problem.
 - Determine which course of action is most likely to lead to the desired outcome.
 - Is the
 - Decide on a timeframe.
 - Decide what you can do if you don't get the results you want.

Step 4: Debrief and review. Celebrate the win

- What worked about our plan of action and what didn't?
- Did we achieve a reasonable outcome?
- If not, what else can we try? (Revert to step 3)