

# Safe Work Awards 2010

CALL FOR ENTRIES

A Safe Work Award  
could be in your hands



Entries close  
5pm Friday  
30 July 2010



Enter online at [www.safework.sa.gov.au](http://www.safework.sa.gov.au)

# MESSAGE FROM THE MINISTER



Any good workplace safety system needs constant review and fine-tuning and so it is with the Safe Work program of events.

In the past two years, the Rann Government has expanded its engagement with South Australian regional workplaces.

This year, our engagement will be timed to better suit the schedules of South Australia's mining, manufacturing and agricultural communities.

Businesses of all sizes, work groups and individuals play an important role in improving workplace safety.

The Safe Work Awards are designed to find innovative and outstanding safety practices and hold them up as clear examples for all of us to follow.

The Safe Work Awards are also reviewed from year to year to ensure the commitment to workplace safety by worthy individuals and employers is suitably acknowledged and rewarded.

Safe Work Award entrants have told us they use the judging process to assess whether their workplace safety systems have met and exceeded their own high expectations.

The record 64 nominations received in 2009 demonstrates that the Safe Work Awards have become highly regarded as a benchmark of excellence in workplace safety in South Australia.

These annual awards are just one aspect of the Government's continued strong commitment to improving safety in the workplace.

A key target of South Australia's Strategic Plan is to reduce workplace injury by 40% in the 10 years to 2012. We are now three quarters of the way towards that deadline and work is still underway to ensure that we meet that 40% target.

But we have scored some significant achievements along the way including:

- the centrepiece Industry Improvement Program, a three-year project to reduce the incidence and cost of work-related injury and illness by 4% a year in specific workplaces over-represented in workers compensation data
- South Australia's leading role in developing national model workplace safety laws to further streamline compliance for the many employers who operate across state and territory borders
- the Passport to Safety program to educate school students in occupational health, safety and welfare before they enter the workforce, and
- providing funds to commission research into workplace safety issues.

This year's Safe Work program of events has been designed to meet a clear demand for workplace safety information in both metropolitan and regional areas.

Again, the Safe Work Awards will conclude this program of events by honouring those who strive to meet our shared goals of safer workplaces and work practices in South Australia. The winners of the national award categories will automatically become finalists in the Safe Work Australia Awards to be judged the following year.

Once again Business SA, SA Unions, WorkCoverSA and SafeWork SA are proud to lead by example in jointly presenting Safe Work Event 2010 and to judge the entries in this year's awards.

Applications are also open for the Augusta Zadow Scholarship Scheme, which offers two scholarships of up to \$10,000 each to South Australians working on occupational health, safety and welfare projects that will benefit women in the workplace.

Hon Paul Holloway MLC  
Minister for Industrial Relations

# 6 GREAT REASONS TO ENTER THE SAFE WORK AWARDS IN 2010

## 1 GET RECOGNITION

Winning an award provides an opportunity for industry to hear about your achievements. The use of a Safe Work Awards Finalist or Winner logos on stationery and literature is a mark of distinction and merit.

## 2 BUILD YOUR REPUTATION

Winning an award gives you a competitive edge by being recognised as a leader in workplace safety in your industry and community.

## 3 TELL YOUR STORY

SafeWork SA will promote your achievements through media coverage, Safe Work Awards' websites and media releases.

## 4 AN OCCASION FOR CELEBRATION

Finalists and winners will be announced on Friday 29 October 2010 at the gala Safe Work Awards dinner. The Minister for Industrial Relations will officiate at this event and present trophies and certificates to the winners.

## 5 HELP SPREAD THE SAFETY MESSAGE

Be known as an ambassador for workplace safety and help spread the message. There are many benefits for providing a safe working environment. An investment in your staff, industry and region through the awards makes good business sense.

## 6 NATIONAL RECOGNITION

As the South Australian winner of a national award category, you will be automatically entered into the Safe Work Australia Awards and will be invited to the national awards ceremony in Canberra.



**A Safe Work Award  
could be in your hands**

# SAFE WORK AWARDS 2009 WINNERS



**Best Workplace Health and Safety  
Management System – Private Sector**  
**NATIONAL SAFE WORK AUSTRALIA AWARDS  
2009 WINNER**

GHD South Australia

**Best Solution to an Identified Workplace  
Health and Safety Issue**  
**NATIONAL SAFE WORK AUSTRALIA AWARDS  
2009 HIGH COMMENDATION**

Fosters Coonawarra Vineyard –  
'Canopy Reconstruction'

**Best Workplace Health and Safety Practices  
in a Small Business**

P.G. Enterprises Pty Ltd

**Best Individual Contribution  
to Workplace Health and Safety**  
*Employee without OHS duties*  
**NATIONAL SAFE WORK AUSTRALIA AWARDS  
2009 WINNER**

Nicola Featherstone

**Best Individual Contribution  
to Workplace Health and Safety**  
*Employee with OHS duties*  
**NATIONAL SAFE WORK AUSTRALIA AWARDS  
2009 WINNER**

Glyn Williams

**Best Individual Contribution  
to Workplace Health and Safety**  
*Health and safety representative of the year*  
Katria Powell

**Employer of the Year – Private Sector**  
DHL Supply Chain

**Employer of the Year – Public Sector**  
Adelaide Shores

**Best Public Event Safety**  
El Dorado Music Pty Ltd for the  
2009 Big Day Out

**Augusta Zadow Scholarships**  
Vicki Hutchinson and Belinda Purvis of  
Repatriation General Hospital (\$9,000)  
Kathy Grieve of Catholic Safety  
Health and Welfare SA (\$6,760)

# SAFE WORK AWARDS 2010 DINNER

The Safe Work Awards acknowledge and reward excellence in occupational health, safety and welfare. Join us for a night of celebration and be truly inspired by the latest innovations and achievements in workplace safety. Delegates will enjoy a three course meal and beverages, featuring South Australian local produce, great live entertainment and the chance to mix with like-minded industry representatives.



*Pictured on this page: photos from the 2009 Safe Work Awards Dinner*

**Date:** Friday 29 October 2010  
**Time:** 6.30pm for 7.00pm start  
**Venue:** Adelaide Event and Exhibition Centre  
Goyder Pavilion, Wayville  
**Cost:** \$150 per ticket or \$1400 for a table of 10  
**Dress:** Lounge suit/cocktail

For more information and to **BOOK ONLINE** using our secure website, visit  
[www.safework.sa.gov.au](http://www.safework.sa.gov.au)

# AWARD CATEGORIES AND SCHOLARSHIPS

South Australia's Safe Work Awards recognise outstanding occupational, health and safety (OHS) outcomes by individuals and organisations that lead by example to make workplaces safer and healthier.

The first four award categories also form part of the national Safe Work Australia Awards, which have been developed by the Safe Work Australia Council to recognise excellence in OHS at a national level.

Our winners in those four categories will automatically become South Australia's finalist in the national awards, with winners to be announced at the Safe Work Australia Awards dinner in Parliament House, Canberra in April 2011.

## AWARD CATEGORIES 2010

- Best Workplace Health and Safety Management System \*
- Best Solution to an Identified Workplace Health and Safety Issue \*
- Best Workplace Health and Safety Practice/s in a Small Business \*
- Best Individual Contribution to Workplace Health and Safety \*
- Employer of the Year
- Best Public Event Safety
- Augusta Zadow Scholarships

*\* National category*

## ASSESSMENT AND JUDGING PROCESS

- A panel of judges comprising senior OHS officials from SafeWork SA, WorkCoverSA, SA Unions and industry associations will assess all entries.
- Entrants in each category will be short-listed and a winner in each category will be selected. During the short-listing process, members of the judging panel may visit your workplace to talk to you and other staff about your nomination.
- The judges' decision is final and no discussion about the merits of entries will be entered into with nominees.
- Please refer to the following pages for each award category and the conditions of entry.

## HOW TO ENTER

To enter, all you need to do is follow these easy steps:

1. Decide which category best fits your safety initiative. You may decide to enter more than one category. However, you cannot win more than one category using the same initiative.
2. Complete your entry form, for each category entered, online at:  
[www.safework.sa.gov.au/sw2010/awardentry](http://www.safework.sa.gov.au/sw2010/awardentry)
3. All entries must be accompanied by supporting documentation prepared by the applicant.
4. To have your entry considered by the judges you must address every criterion. Keep your responses brief and to the point – approximately one page per criterion should be sufficient.
5. Please refer to the Conditions of Entry and Checklist online for further detail.

**Ensure your completed submission and entry form are received by 5.00pm on Friday 30 July 2010.**

*Note: include photographs, logo and any other supporting material*

**Use the online application at:**

[www.safework.sa.gov.au/sw2010/awardentry](http://www.safework.sa.gov.au/sw2010/awardentry)

## Need assistance?

If you are unable to access the online awards application system OR for more information, email [safeworkweek@sa.gov.au](mailto:safeworkweek@sa.gov.au) or contact Jelena Evans at SafeWork SA on 8303 9980.

# CATEGORY 1

## BEST WORKPLACE HEALTH AND SAFETY MANAGEMENT SYSTEM AWARD

**This award recognises demonstrated commitment to continuous improvement of workplace health and safety through the implementation of an integrated systems approach. Two awards will be given under the following sub-categories:**

### **A. Private Sector      B. Public Sector**

#### **JUDGING CRITERIA**

For entry in this category your submission must show the following:

- How clearly does the system achieve a demonstrated commitment to workplace health and safety? Information provided could include demonstrated management commitment to the systematic management of occupational health and safety (OHS) and injury management, ongoing planning of OHS improvement and evaluation of the system, systematic identification, assessment and control strategies for the organisation's hazards.
- To what extent was the integrated approach developed in consultation with workplace parties and, where appropriate, with outside organisations?
- How well is the approach integrated into the overall operations of the company?
- Has there been a demonstrated improvement in health and safety in the workplace as a result of the integrated approach?
- How much potential is there for the system to have broader application across other workplaces and industry?
- Please provide evidence of your organisation's systems approach by including in your submission:
  - An external audit report conducted within the previous two years.
  - Evidence of control measures in place.
  - Claims or incident/injury data for at least the previous 12 months.
  - Evidence of occupational health and safety reporting and consultation.
  - Any other evidence to show a systems-based approach.

*For example, a systems approach demonstrates that all elements function according to fundamental rules, that analysis of the elements can be completed with a consistent auditing approach and each part of the overall system can itself be studied as a complete system. In a systematic approach, short term goals are continually set and met and are seen as contributing to the 'higher' goal of elimination of risks to health and safety, improving the viability of the business and contributing to the well-being of anyone affected by the business operations.*

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**The winner of this category will be automatically entered into the National Safe Work Australia Awards. Further conditions may then apply. National winners will be notified in early 2011.**

# CATEGORY 2

## BEST SOLUTION TO AN IDENTIFIED WORKPLACE HEALTH AND SAFETY ISSUE AWARD

**This award recognises excellence in developing and implementing a solution to an identified workplace health and safety issue. Entries for this award may include a product solution, design/engineering innovation, a training programme, awareness-raising activity or other risk control measure that reduces the risk of work-related injury and disease.**

### **A. Private Sector      B. Public Sector**

#### **JUDGING CRITERIA**

For entry in this category your submission must show the following:

- What was the workplace health and safety issue?
- What form of risk management system or process was used to identify the issue?
- How was the hierarchy of control applied to develop the solution?
- How effective was the solution for the control of the identified hazard?
- To what extent was the solution developed in consultation with workplace parties and, if appropriate, outside organisations?

- How original and innovative was the solution?
- How well did the solution impact on the overall operations of the company?
- Has there been a demonstrated improvement in health and safety in the workplace as a result of the solution? (Provide claims or incident/injury data and any other OHS reporting as evidence.)
- How much potential is there for the solution to have broader application across industry?

*Supporting material can be supplied to assist in demonstrating claims to the above criteria, this could include but is not limited to: claims and incident/injury data and other OHS reporting information.*

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**The winner of this category will be automatically entered into the National Safe Work Australia Awards. Further conditions may then apply. National winners will be notified in early 2011.**

# CATEGORY 3

## BEST WORKPLACE HEALTH AND SAFETY PRACTICE/S IN A SMALL BUSINESS AWARD

**This award recognises high standard workplace health and safety practices in small business.**

**This category is limited to small businesses that have fewer than 20 employees or full-time equivalents.**

### JUDGING CRITERIA

To enter in this category your submission must show the following:

- What have you done to improve OHS practices in your business and how were these improvements implemented?
- Describe the benefits/improvements of having implemented these OHS practices?
- Who was involved in the development of your OHS practices and how did they participate?

### Would you like help with your application?

SafeWork SA, in partnership with tafeSA Panorama Campus, is offering entry preparation assistance to small businesses through the Small Business Student Assistance Scheme.

This free service introduces small businesses to people who are undertaking a Diploma or Advanced Diploma in OHS. The volunteers help small business operators prepare their Safe Work Awards nomination to a draft stage.

For further information contact Jelena Evans at SafeWork SA on (08) 8303 9980.

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**The winner of this category will be automatically entered into the National Safe Work Australia Awards. Further conditions may then apply. National winners will be notified in early 2011.**

# CATEGORY 4

## BEST INDIVIDUAL CONTRIBUTION TO WORKPLACE HEALTH AND SAFETY AWARD

This award recognises individuals who have made an exceptional difference to health and safety. Three awards will be given under the following sub-categories:

**A. An employee, such as a health and safety representative \***

**B. An outstanding contribution by an OHS manager or a person with responsibility for OHS as part of their duties \***

**C. Health and Safety Representative of the Year (State category only)**

### JUDGING CRITERIA

For entry in this category your submission must show the following:

- What were the individual's health and safety achievements/contributions and how were they accomplished?
- What barriers, if any, were encountered while implementing them?
- How were the improvements in health and safety performance measured?

- In what way was the individual's approach and contribution innovative in achieving better OHS performance?
- Describe how the individual's impact on health and safety management and performance was above and beyond their immediate field/area of responsibility.
- What is the potential for the individual's contribution to have broader application?
- What communication and consultation processes were required/used to implement their achievements/contribution?

*Supporting material can be supplied to assist in demonstrating claims to the above criteria, this could include but is not limited to: claims and incident/injury data and other OHS reporting information.*

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**\* The overall winner of these two categories will be automatically entered into the National Safe Work Australia Awards. Further conditions may then apply. National winners will be notified in early 2011.**

# CATEGORY 5

## EMPLOYER OF THE YEAR AWARD

This award recognises outstanding leadership and excellence in the areas of OHS and injury management. The winner will have the opportunity to showcase their OHS solutions and safety practices to other organisations. There are two categories:

**A. Private Sector**      **B. Public Sector**

### JUDGING CRITERIA

For entry in this category your submission must show the following:

- How do the organisation's OHS and injury management practices deliver accountability for improvements?
- How has the organisation delivered continuous improvement and excellent performance in OHS at all levels of the business using the key elements of risk management and consultation in the workplace?
- How has the organisation actively encouraged and supported employees in OHS across all areas of business operations?
- How does the organisation demonstrate leadership qualities to achieve its OHS and injury management outcomes?

# CATEGORY 6

## BEST PUBLIC EVENT SAFETY AWARD

**This award recognises an individual or organisation who has demonstrated an innovative, planned and integrated approach to the health and safety of attendees, service providers, volunteer groups and operators of a public event or an element of a public event.**

### FOR THE PURPOSES OF THIS AWARD:

A public event is an event or a group of elements making up an event that is:

- focused in a certain geographic location
- open for public attendance
- operating for one or more days
- occurring on a one-off, regular or irregular basis.

Examples may include, but are not limited to:

- sporting events
- musical performances
- agricultural and horticultural shows
- parades.

An element of a public event is:

- a discrete operation, section, function or display within the public event location
- separately set up and operated
- contributing to and supporting the theme and objective of the public event.

Examples may include, but are not limited to:

- displays
- amusement structures
- sporting events
- animal-based activities
- event service providers such as catering, entertainment, bar, security, waste services and/or health services.

### JUDGING CRITERIA

For entry in this category your submission must show the following:

- How did you demonstrate your commitment to an innovative, planned and integrated approach to public health and safety, and the health and safety of workers, volunteers and service providers?
- What was your risk management strategy for the event or element of an event (complying with AS/NZS 4360 – Risk Management) to address the:
  - health and safety of the attending public
  - health and safety of the workers, volunteers and providers
  - emergency procedures to ensure safe access and egress
  - integration of environmental health issues into the event plan such as food safety, waste disposal, weather extremes and local environmental issues
  - the safety and certification of all hazardous plant, equipment and amusement structures
  - safe entertainment, including alcohol and drug issues
  - event security.
- How did you evaluate your health and safety plan?

# CONDITIONS OF ENTRY

## SAFE WORK AWARDS

*The following conditions of entry apply to all entrants and all categories for both South Australia's Safe Work Awards and the national Safe Work Australia Awards. The Department of Education, Employment and Workplace Relations (DEEWR) will administer the national Safe Work Australia Awards.*

1. Winners of the 2009 Safe Work Awards and national Safe Work Australia Awards are ineligible to enter this year's awards with the same initiative/ solution/contribution.
2. Entrants must not have had a supplementary levy applied under the *Workers Rehabilitation and Compensation Act 1986* in the past 12 months. WorkCoverSA levy payments must be up-to-date.
3. Entries to the Safe Work Awards and the national Safe Work Australia Awards are not open to sponsors or those representing an organisation on a judging panel.
4. Each entry must be made online (preferred). Instructions on how to enter the awards are available online at [www.safework.sa.gov.au/sw2010](http://www.safework.sa.gov.au/sw2010). This document, the instructions on how to enter the awards and other details about South Australia's Safe Work Awards contained within the promotional material all form part of the terms and conditions of entry.
5. The terms and conditions of entry apply to all entrants in all categories of the Safe Work Awards. By participating in the awards, entrants shall be deemed to agree to abide by these terms and conditions and all other rules of the awards.
6. Persons, sole traders or organisations submitting an entry to the awards must have paid all insurance/levies required by law, or otherwise appropriate, for the conduct of their day-to-day activities (e.g. workers' compensation).
7. SafeWork SA will administer the Safe Work Awards in South Australia. DEEWR will administer the national Safe Work Australia Awards.
8. Entry for the Safe Work Awards is open to individuals, associations, partnerships, companies and other organisations operating within South Australia. However, SafeWork SA reserves the right to either allow or disallow any entrant for any reason at its complete discretion.
9. Entries must be received by **5pm on Friday 30 July 2010**. For reasons of fairness, late entries will not be accepted.
10. Entries dealing with scientific, medical or technical achievements should be accompanied by a summary in plain English or 'lay' terms.
11. Judges will have complete discretion in assessing entries, applying the judging criteria, conditions of entry and determining the winners of the Awards.
12. The decision of the judges is final and no correspondence will be entered into.
13. The assessment, conduct and results of the awards will not create any legal obligation between entrants and SafeWork SA, the Crown in right of South Australia, DEEWR or the Commonwealth.
14. The Safe Work Awards judging panels reserve the right not to allocate an award in a particular category where, in their opinion, there are no entries of sufficient merit.
15. If an entrant who is judged to be a winner is found to have failed to satisfy or abide by the terms and conditions of the Safe Work Awards, they shall not be entitled to the relevant award and their submission for entry into the national Safe Work Australia Awards will no longer be applicable. As a consequence, SafeWork SA may award the relevant 'award' to another entrant or choose not to award the 'award' at all.
16. SafeWork SA will not accept any responsibility or liability for any lost or damaged entries.
17. Entries and supporting material will not be returned to entrants.
18. By entering the awards, each entrant warrants that its entry, including any designs and/or inventions, is the entrant's original work, that any intellectual property rights arising in connection with that entry vest in the entrant and that the entry does not interfere with any third-party rights.

19. Winning an award does not signify endorsement of a particular product or a particular health and safety practice by SafeWork SA or DEEWR.

20. SafeWork SA reserves the right to decline to accept or to disqualify an entry at its absolute discretion, including, but not limited to, situations in which the entrant or a related person or organisation has breached or is under investigation for possible breaches of OHS laws (whether or not a prosecution is pending), or where the acceptance of the entry may otherwise be detrimental to the objectives of the Safe Work Awards scheme.

21. All entrants agree to allow officers of SafeWork SA and/or DEEWR to enter and inspect premises that are the subject of or related to an entry for the purposes of verifying the entry.

22. SafeWork SA and DEEWR will ensure that there is no disclosure to any third party of any information provided by an entrant and marked 'confidential', except with the prior consent of that entrant or where such a disclosure is authorised or required by law.

23. By entering the Safe Work Awards, each entrant warrants that all information in its entry is true, accurate and complete. Entrants may be requested to provide further evidence to substantiate their entries and, if so requested, such evidence must be provided within the stipulated timeframe.

24. Subject to receipt of prior written notification, all entrants authorise SafeWork SA and DEEWR to use the information contained in entries (other than confidential information) for any purposes they see fit including, but not necessarily limited to, promotional purposes.

25. Without limiting the generality of clause 22, and subject to proper acknowledgement being given to the relevant entrant, all entrants authorise SafeWork SA and DEEWR to publish details of their entry, including (but not limited to) contact names, telephone numbers and photos. SafeWork SA will not use the personal information of entrants for any other purpose without prior consent of the entrant, or unless authorised or required to do so by law.

26. Entrants acknowledge that they may be required for presentations and media interviews in respect of their entry and agree to take all reasonable steps to make themselves available for and actively participate in such presentations or media interviews.

27. All entrants authorise SafeWork SA and DEEWR to recommend that the product, method or service comprising their entry be adopted for use by any other individual or organisation.

28. SafeWork SA, the Crown in right of South Australia, DEEWR, the Commonwealth and the officers, employees and agents of all the preceding do not accept any liability, however arising, including liability for negligence, for any accident, loss, injury or damage arising at any time out of or in connection with the Safe Work Awards or the national Safe Work Australia Awards, except for any liability that cannot, by law, be excluded.

29. Subject to clause 30, winners of the Safe Work Awards categories 1, 2, 3 and 4 will be submitted for entry in the national Safe Work Australia Awards.

30. Unless otherwise notified by the Commonwealth, the terms and conditions governing the national Safe Work Australia Awards are the same as those governing the Safe Work Awards with all relevant references amended accordingly. However, the Commonwealth reserves the right to amend or modify the terms and conditions for the national Safe Work Australia Awards in any way, at any time, before the closing date for the national Safe Work Australia Awards and at its absolute discretion. Entrants for the national Safe Work Australia Awards will be notified of any such amendment or modification prior to the closing date for the national Safe Work Australia Awards. Further, DEEWR reserves the right to either allow or disallow any entrant for the national Safe Work Australia Awards for any reason and at its complete discretion.

**31. Entrants who breach any of these 'conditions of entry' are subject to disqualification.**

# AUGUSTA ZADOW SCHOLARSHIPS



In 1895, Augusta Zadow became the first female Inspector of Factories in South Australia. She played a crucial role in securing better conditions for employees in factories, particularly for women and children. Many of the working conditions we now take for granted are due to the efforts of Augusta Zadow.

The annual Zadow Awards were introduced in 1994 (Centenary of the Factories Act and Women's Suffrage in South Australia) in recognition of the work carried out by Zadow, who worked tirelessly to bring about health and safety reforms in the workplace.

In 2005, the Augusta Zadow Scholarships were initiated. Two annual scholarships of up to \$10,000 each are awarded each year to assist with OHS improvements undertaken by, or for the benefit of, women in South Australia.

The Augusta Zadow Committee (the Committee) assesses applications and awards the Augusta Zadow Scholarships. The Committee includes representatives from SafeWork SA, WorkCoverSA, Business SA, SA Unions, the Office for Women and the Working Women's Centre.

## AIM OF THE SCHOLARSHIPS

The scholarships aim to encourage initiatives that improve OHS outcomes by, or for the benefit of, women in South Australia.

## USE OF SCHOLARSHIPS

Scholarships are to be used to undertake:

- further education
- research and/or
- OHS initiatives.

## WHO CAN APPLY?

Applicants for the Augusta Zadow Scholarships must be:

- permanent residents of South Australia
- individuals who are able to begin their study/project/research in 2011. Scholarships may be used for education, study or research in Australia or overseas.

## SELECTION CRITERIA

Successful applicants must present a project that will:

- significantly improve health and safety for women through research and further education and/or
- provide a solution to an occupational or health and safety issue faced by working women.

## APPLICATION AND SELECTION PROCESS

Applicants must provide the Committee with a proposal (refer to the requirements in the 'Scholarship Proposal' section of this document). The proposal must also include details of referees and demonstrate that the applicant meets all of the eligibility requirements.

The Committee will assess and award the Augusta Zadow Scholarships. Applicants who are short-listed will be invited to give a verbal presentation of their proposal to the Committee.

## SCHOLARSHIP PROPOSAL

Your proposal must be a minimum of 500 words and not more than 1,500 words, and must include the following:

- an outline of how your proposal meets the selection criteria of the Augusta Zadow Scholarships
- an outline of how your proposal will benefit women in the workplace
- details of where the project, research or further education will be undertaken
- dates of the proposed course/study/project
- a one-page profile of yourself and a summary of the course/study/project you are proposing to undertake (for publicity and presentation purposes)
- an outline of the costs associated with your proposal
- an outline of how the funds will be used.

Please include any further information that you consider relevant to support your proposal. A proposal template is available from [www.safework.sa.gov.au/azs](http://www.safework.sa.gov.au/azs) to assist you with preparing your proposal.

# There's \$20,000 for reaching new heights in women's safety

**If you have identified a particular health and safety issue and need funding to conduct or continue research for an occupational health, safety and welfare initiative for working women, then apply for an Augusta Zadow Scholarship.**

# TERMS AND CONDITIONS

## AUGUSTA ZADOW SCHOLARSHIPS

The following terms and conditions of entry apply to all applications for the Augusta Zadow Scholarships:

1. SafeWork SA must receive proposals, including supporting documentation, by **5pm on Friday 27 August 2010**. For reasons of fairness, late applications will not be accepted.
2. Except for reasons of health or other emergency, the recipients must commence the scholarship in 2011.
3. Scholarship recipients must provide progress and final reports to SafeWork SA during and at the completion of their course/study/project outlined in their scholarship proposal. A report template will be provided. The form and frequency of the reports will be decided in consultation with the scholarship recipients, taking into account the proposal and the nature of the course/study/project to be undertaken.
4. Applicants must provide two copies of their proposal, one of which is to be unbound and in A4 format.
5. Proposals for initiatives must be the applicant's original concept. The applicant must have intellectual property rights for the concept.
6. Proposals dealing with scientific, medical or technical achievements should be accompanied by a summary written in plain English.
7. The Committee has complete discretion in assessing applications, applying the selection criteria and assessing compliance with conditions of entry. The decision of the Committee is final.

8. The Committee will not be responsible for any loss or damage to applications received. Proposals accepted for assessment will not be returned.

9. All applications will be treated as confidential. The Committee will not disclose any information to a third party except with the consent of the applicant.

10. It is the responsibility of the applicant to ensure that all information relevant to the scholarship application and proposal are provided in full. Information provided which, in the view of the Committee, is misleading or deceptive in any way will result in disqualification.

11. An Augusta Zadow Scholarship is not transferable to another person.

12. Material submitted by applicants may be used for promotional activities of the scholarship programme.

**13. Applicants who breach any of these 'Terms and Conditions of Entry' will be disqualified.**

## APPLICANTS MUST PROVIDE

- Personal data
  - name and contact details
  - qualifications, including a certified copy of your academic achievements
  - prizes or awards received, including details such as where and when awarded
  - list of relevant publications (indicate if you are the sole author or contributor).
- Other data
  - any grants of which you are a recipient.
- Evidence of eligibility
  - evidence of permanent South Australian residency status (for example Australian citizens)
  - a copy of your birth certificate (migrants – a copy of your passport or a copy of your certificate of evidence of resident status in Australia)
  - evidence that you have a particular interest, experience or background in health and safety for women.

## REFEREES

Provide the names, positions and contact addresses (including e-mail) of three independent referees who are familiar with your employment, academic and other achievements, and who are able to comment on your proposal.

## SUBMITTING SCHOLARSHIP APPLICATIONS

Scholarship applications must be submitted, together with any necessary supporting material, **by 5pm on Friday 27 August 2010.**

Scholarship applications can be submitted:

### BY MAIL

Augusta Zadow Scholarships  
Att: Jelena Evans  
SafeWork SA  
GPO Box 465  
Adelaide SA 5001

### IN PERSON

Augusta Zadow Scholarships  
Att: Jelena Evans  
SafeWork SA  
Level 3, 1 Richmond Road  
Keswick SA 5035

## **SafeWork SA**

Level 3, 1 Richmond Road, Keswick SA 5035

GPO Box 465, Adelaide SA 5001

**[www.safework.sa.gov.au](http://www.safework.sa.gov.au)**

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