

Occupational Health and Safety Policy

General Policy

The occupational health and safety of all persons employed within the organisation and those visiting the organisation is considered to be of the utmost importance.

Resources in line with the importance attached to occupational health and safety will be made available to comply with all relevant Acts and Regulations and to ensure that the workplace is safe and without risk to health.

Management's Responsibility

The promotion and maintenance of occupational health and safety is primarily the responsibility of management. Management at all levels is required to contribute to the health and safety of all persons in the workplace. To this end, it is management's responsibility to develop, implement and keep under review, in consultation with its employees, the organisation's OHS program.

Specific Responsibilities

(a) Managers

Each manager is required to ensure that this policy and the OH&S program is developed and effectively implemented in their areas of control, and to support supervisors and hold them accountable for their specific responsibilities.

(b) Supervisors

Each first-line supervisor is responsible, and will be held accountable, for taking all practical measures to ensure:

- That in the area of their control the OHS program is compiled and employees are supervised and trained to meet their requirements under this program; and
- That employees are consulted in issues which affect their health and safety and any concerns they may have are referred to management.

(c) Employees

All employees are required to cooperate with the OHS policy and programs to ensure their own health and safety and the health and safety of others in the workplace.

(d) Contractors and Sub-contractors

All contractors and sub-contractors engaged to perform work on the organisation's premises or locations are required, as part of their contract, to comply with the occupational health and safety policies, procedures and programs of the organisation and to observe directions on health and safety from designated officers of the organisation. Failure to comply or observe a direction will be considered a breach of the contract and sufficient grounds for termination of the contract.

Occupational Health and Safety Program

In order to implement the general provisions of this policy, a program of activities and procedures will be set up, continually updated and effectively carried out. The program will relate to all aspects of occupational health and safety including:

- OHS training and education
- Work design, workplace design and standard work methods
- Changes to work methods and practice, including those associated with technological change
- Emergency procedures and drills
- Provision of OHS equipment, services and facilities
- Workplace inspections and evaluations
- Reporting and recording of incidents, accidents, injuries and illnesses and
- Provision of information to employees, contractors and sub-contractors.

Manager's Signature: _____

Date: _____