

Policy A.16

Occupational Safety & Health Policy



Objective

To formalise the Shire's obligation to provide and maintain, so far as is reasonably practical, a safe and healthy work environment for all shire employees, contractors, volunteers and visitors, as required by the *Occupational Safety and Health Act 1984, as amended*.

Statement

The Shire of Boyup Brook is committed to working together with all stakeholders to prevent accidents and personal injury by maintaining a high standard of job safety awareness. To facilitate this, Council will provide acceptable resources and finance to allow the objectives of this policy to be achieved.

As part of this process the Shire will establish realistic, measurable objectives and targets as part of the safety management system, which will ensure continued improvement.

The Chief Executive Officer is responsible for driving all safety and health strategies by promoting a safety culture that is based on:

- Safe work practices & systems of work
- Safe plant and machinery
- Identification, assessment & control of hazards
- Information, training and supervision
- Competent & knowledgeable sub-contractors
- Consultation on all matters affecting personal safety
- Monitoring and control of environmental factors in the workplace
- Implementation of wellness programs
- Provision of resources for first aid treatment
- Ensuring personal protective clothing and equipment is provided and worn where risks cannot be reasonably controlled

To assist in achieving these objectives, managers and supervisors are expected to support the policy by providing supervision and instruction to employees under their control and enforcing safe work procedures. All employees and contractors of the shire are expected to have a positive commitment and attitude towards safety in the workplace.

Employees, contractors and volunteers are expected to understand risk and take reasonable care of themselves and contribute to this process by utilising the mechanisms in place that allow them as individuals to provide input where changes are likely to affect their safety at work. They are also expected to be directly involved by reporting workplace hazards and where practical, take action to remove any identified risk.

This policy will take effect as of the date of adoption and will be reviewed as part of the safety review process conducted by the Shire's insurer to ensure currency and compliance with regulatory requirements.

POLICY NO.	A.16
POLICY SUBJECT	Occupational Safety & Health Policy
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VARIATION DATE	17 March 2011, 21 November 2013, 17 November 2016, 18 April 2019, 19 March 2020
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