

POLICY TYPE:	GOVERNANCE AND COUNCIL MEMBERS
DATE ADOPTED:	18/07/2019

POLICY NO:	24
DATE LAST REVIEWED:	17/09/2020 16/09/2021

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	
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DELEGATION NO.	
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ADOPTED POLICY	
TITLE:	Occupational Health and Safety
OBJECTIVE:	<ul style="list-style-type: none"> To outline the Shire of Wandering's recognition of its moral and legal obligations and commitment to continuously improve our Occupational Safety and Health Management Systems, including the establishment of measurable objectives and targets, with the aim of elimination of work related injuries and illness

POLICY STATEMENT

1. PRINCIPLES

The Shire of Wandering will manage occupational safety and health including the development and implementation of an Occupational Safety and Health Management System that complies with or exceeds legislative requirements including, but not limited to:

- (a) The Occupational Safety and Health Act 1984 (WA)
- (b) The Occupational Safety and Health Regulations 1996 (WA),
- (c) And with any other requirements placed upon the Shire or to which the Shire subscribes.

The Shire of Wandering will ensure that all levels of employees, including senior management, employees and contractors understand their roles and responsibilities in accordance with legislative requirements.

The Shire of Wandering will, so far as is practicable, meet our objectives by:

- (a) Providing and maintaining workplaces, plant, and systems of work such that employees are not exposed to hazards;
- (b) Providing such information, instruction, and training to, and supervision of, employees as is necessary to enable them to perform their work in such a manner that they are not exposed to hazards;
- (c) Developing and maintaining a culture that encourages all employees to manage health and safety risks;
- (d) Adopt, in consultation with employees, a risk management approach to work methods, plant and machinery acquisition and workplace design, and eliminate or control those identified risks;
- (e)
- (f) Consulting and cooperating with safety and health representatives, if any, and other employees at our workplaces, regarding occupational safety and health at our workplaces;
- (g) Where it is not practicable to avoid the presence of hazards at our workplaces, providing our employees with, or otherwise providing for our employees to have, such adequate personal protective clothing and equipment as is practicable to protect them against those hazards; and
- (h) Making arrangements for ensuring, so far as is practicable, that:
 - The use, cleaning, maintenance, transportation and disposal of plant; and
 - The use, handling, processing, storage, transportation and disposal of substances, at our workplaces is carried out in a manner such that our employees are not exposed to hazards

While at work all employees, including contractors and volunteers will be expected to:

- (a) Ensure their own safety and health at work; and

- (b) Avoid adversely affecting the safety or health of any other person through any act or omission at work;
- (c) Comply with safety and health instructions given by the Shire, including any direction to wear personal protective clothing or equipment;
- (d) Report all hazards, injury or harm to health in our workplaces to the Shire in a timely fashion and assist with any investigations when required;
- (e) Undertake risk assessments as per Council's Risk Management Policy (No 23). All organisational risks are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision making; and
- (f) Cooperate with the Shire in our efforts to carry out our legislatively imposed safety and health duties

A safe and efficient place of work is our goal.

ASSOCIATED DOCUMENTS

AS/NZS 4801:2001 "Occupational Health and Safety Management Systems
Shire of Wandering Risk Management Policy No 23