

HEALTH AND SAFETY MANAGEMENT POLICY

PURPOSE/RATIONALE

Dilworth is committed to providing and maintaining a safe and healthy working environment for its employees, contractors, students, visitors and all persons using the premises as a place of work.

To ensure a safe and healthy work environment we will ensure:

Planning

- Set injury prevention objectives for all work areas and review these annually.

Reporting

- Actively encourage the accurate and timely reporting and recording of all accidents, incidents and unsafe conditions.
- Investigate all accidents, incidents and unsafe conditions to ensure all contributing factors are identified and where appropriate plans are formulated to take corrective actions.

Hazard/Risk Management

- Identify all existing and new hazards and risks and take all practical steps to eliminate or minimise the exposure to any hazards and risks deemed to be significant.
- Ensure all employees are made aware of the hazards and risks in their work area and are adequately trained to enable them to perform their duties in a safe manner.

Consultation and Commitment

- Encourage consultation and participation in all matters relating to health and safety.
- All managers have an understanding of the health and safety issues in their area of responsibility.
- Performance reviews will include health and safety responsibility.
- Promote a system of continuous improvement.
- Meet obligations under the Health and Safety at Work Act 2015, Codes of Practices, relevant Standards and/or Guidelines and local authority requirements.
- Every employee is expected to share in the commitment to this policy.
- Every Departmental Manager has a responsibility for the health and safety of employees under their direction.
- Every employee is expected to play a vital and responsible role in maintaining a safe and healthy environment through:
 - (a) taking reasonable care for his or her own health and safety; and
 - (b) taking reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
 - (c) comply, as far as the worker is reasonably able, with any reasonable instruction that is given by the employer to allow the employer to comply with this Act or regulations; and

- (d) co-operate with any reasonable policy or procedure of the employer relating to health or safety at the workplace that has been notified to workers.

Rehabilitation

- Management supports the safe and early return to work of injured employees. Refer to Return to Work Policy.