

Wheatbelt Natural Resource Management Incorporated

Occupational Safety and Health Policy

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| Policy Name: | Occupational Safety and Health Policy |
| Policy Number: | 6.1 |
| Policy Version Number: | V2.01 |
| Policy Category: | Safety and Health |
| Contact Officer: | Chief Executive Officer |
| Date Approved by the Board of Management: | 1 st August 2016 |
| Date of Last Review: | Not Applicable |
| Period Until Next Review: | 36 months from the approved date or as required |
| Related Legislation: | <ol style="list-style-type: none"> 1. Associations Incorporation Act 2015 (Western Australia) 2. Occupational Safety and Health Act 1984 (Western Australia) 3. Occupational Safety and Health Regulations 1996 (Western Australia) 4. 6.3 Active Workplace Procedure |
| Related WNRM Policies or Procedures: | <ul style="list-style-type: none"> • Wheatbelt NRM Occupational safety and Health Management System |

1. Definitions

“Occupational Safety and Health Management System” means formal processes and procedures adopted by the organisation and implemented to safe guard safety and health

“Representatives” means Board Directors, employees, contractors or volunteers of Wheatbelt Natural Resource Management Incorporated.

“Staff Member” means a person with a contract of employment with Wheatbelt Natural Resource Management Incorporated.

“Wheatbelt NRM” means Wheatbelt Natural Resource Management Incorporated.

2. Overview

Wheatbelt NRM is committed to providing and maintaining a safe and healthy working environment for all workers, contractors, volunteers, visitors and members of the public.

Hazards or risks to health and safety will be eliminated or minimised, as far as is reasonably practicable, so as to prevent injury, illnesses and dangerous incidents.

Wheatbelt NRM considers safety and incident prevention to be vital to the ultimate success of the organisation's operations and is an integral part of management's responsibilities.

3. Policy Statements

3.1 Wheatbelt NRM will meet these requirements by:

- complying with both the spirit and letter of the law for all matters relating to work health and safety
- providing a safe working environment
- providing safe working conditions and safe operating procedures for all company activities
- eliminating workplace hazards
- developing a consultation process that involves all workers in identifying and resolving health and safety issues
- providing workers with information, instruction, training and supervision to allow workers to work safely and without risk to their health
- providing contractors and visitors with information, instruction, training and supervision to work safely and without risk to their health
- making safety equipment and personal protective equipment (PPE) available whenever required.
- provide opportunities for employees to establish positive health behaviours

4. Each worker has the duty to:

- follow all safe work practices, procedures, instructions and rules
- work in a manner which ensures the health and safety of him or herself and others
- encourage other workers to work in a healthy and safe manner
- participate in training
- report or rectify any unsafe conditions that come to their attention.

This policy is an integral part of the total management plan. The goal is to have zero injuries to workers, contractors and members of the public within the workplace. This can only be achieved through consultation with and cooperation by all.

Safety is everyone's responsibility

5. Responsible Officers

- 5.1 The Board of Management, as part of its governance authority, is responsible for the approval and publication of this Policy, including the approval of any subsequent changes.
- 5.2 The Audit Committee is responsible for reviewing this Policy prior to Board of Management approval, and ensuring the scheduled review of this Policy.
- 5.3 The Chief Executive Officer is responsible for the operational compliance of the organisation to this Policy.
- 5.4 All Representatives have a legislative obligation to maintain their own duty of care for themselves and duty of care for their fellow Representatives.

6. Approval

This Policy was approved by the Board of Management on 1st August 2016

Jim Sullivan
Chairperson
Board of Management
Wheatbelt Natural Resource Management Incorporated