



Ararat Rural City

Occupational Health and Safety Policy

DOCUMENT CONTROL

Category Type: Policy
Type: Administrative
Responsible Officer: HR Business Partner

Last Review Date: 19 January 2021
Date Approved (CEO): XXXXXXXXX
Next Review Date: September 2026

Revision No: 1

Stakeholder Engagement:
Chief Executive Officer
Human Resources Business Partner
Health and Safety Committee
Audit and Risk Committee

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SAFETY STATEMENT

We aim for an injury free workplace where everyone works safely and goes home safe and well. Nothing is so important that it cannot be done safely.

Prof. Tim Harrison
Chief Executive Officer

OBLIGATIONS

Our Occupational Health and Safety (OHS) Policy is based on the conviction that the wellbeing our employees is one of the major considerations in Council . It is a shared responsibility and all of us must not only take responsibility for our safety, but also for the safety of others. A good safety record is a clear indicator of good practice.

As the employer we must ensure our responsibilities under the Occupational Health and Safety Act 2004 (VIC), the Occupational Health and Safety Regulations 2017 and Equipment (Public Safety) Regulations 2017 and the Workplace Injury Rehabilitation and Compensation Act 2013 are met.

These include our responsibilities to:

- Take reasonable steps to provide a maintain a safe working environment, plant and substances in a safe condition, and facilities for the welfare of all workers.
- Provide ways to consult with our workers to be informed about and involved in health and safety issues at work
- Provide information, instruction, training and supervision needed to make sure that all workers are safe from injury and risks to their health and safety.
- Conduct regular workplace inspections
- Workplace health and safety legislation applies equally to physical and mental health.

OUR COMMITMENTS

We are committed to all our work activities being carried out safely, and with all possible measures taken to remove (or at least reduce) risks to the health and safety of workers, contractors, visitors, Councilor's and anyone else who may be affected by our operations. We are committed to ensuring we comply with the relevant legislation, regulations and applicable Codes of Practice and Australian Standards.

We will provide a workplace that is free from risks to health and safety by implementing the highest possible standards to protect our workers' physical health, safety and wellbeing.

We will have a workplace environment where workers and others involved with our business are encouraged and supported to raise health and safety issues and help reduce and mage them.

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RESPONSIBILITIES

All Managers, Leads, Coordinators, Supervisors and Leading Hands will:

- Be accountable for maintaining a workplace that is safe and without risk to physical and mental health
- Implement health and safety policies and procedures
- Undertake training so that you are knowledgeable about your OHS obligations and responsibilities
- Provide necessary supervision with regard to employee health and safety
- Consult with employees about any matters that affect health and safety

All employees will:

- Take reasonable care for their own health and safety and that of their workmates
- Observe health and safety procedures
- Undertake training so that they know about their OHS obligations and responsibilities
- Comply with any reasonable directions (such as safe work procedures, wearing personal protective equipment) given by management for health and safety
- Cooperate with their supervisors and managers to achieve a workplace that promotes health, safety and wellbeing.

Our visitors and contractors must:

- Not put themselves or any other person at the workplace at risk
- Comply with our safety policy and procedures.

An effective safety culture with Ararat Rural City Council is a critical and a non-negotiable objective. This can only be achieved through participation, co-operation, and commitment of everyone in the workplace.

REFERENCES

Occupational Health & Safety Act 2004
Occupational Health & Safety Regulations 2017
Workplace Injury Rehabilitation and Compensation Act 2013
Workplace Injury Rehabilitation and Compensation Regulations 2014

ADMINISTRATION UPDATES

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.