



A compassionate world where all are valued and supported
to live joyful, meaningful and sustainable lives

WORK HEALTH AND SAFETY POLICY

Policy number	WHS018	Version	001
Drafted by	Davin Shellshear	Approved by Board on	16 September 2019
Responsible person	Irwan Wyllie	Scheduled review date	16 September 2021

Obligations

Management is firmly committed to a policy enabling all work activities to be carried out safely, and with all possible measures taken to remove (or at least reduce) risks to the health, safety and welfare of employees, clients, partners, trainees and anyone else who may be affected by our activities.

We are committed to ensuring we comply with the *Work Health and Safety Act 2012*, the *Work Health and Safety Regulations 2012* and applicable Codes of Practice and Australian Standards as far as possible.

Responsibilities

✓ **Management:**

Will provide and maintain as far as possible:

- a safe working environment
- safe systems of work
- vehicles and equipment in safe condition
- facilities for the welfare of employees
- information, instruction, training and supervision that is reasonably necessary to ensure that each employee is safe from injury and risks to health
- a commitment to consult and co-operate with employees in all matters relating to health and safety in the workplace
- a commitment to continually improve our performance through effective safety management.

✓ **Employees:**

Each employee has an obligation to:

- comply with safe work practices, with the intent of avoiding injury to themselves and others and damage to plant and equipment
- take reasonable care of the health and safety of themselves and others

- wear personal protective equipment and clothing where necessary
- comply with any direction given by management for health and safety
- not misuse or interfere with anything provided for health and safety
 - report all accidents and incidents on the job immediately, no matter how trivial
 - report all known or observed hazards to their supervisor or manager.

Application of this policy

We seek the co-operation of all employees, customers and other persons. We encourage suggestions for realising our health and safety objectives to create a safe working environment with a zero-accident rate.

This policy applies to all business operations and functions, including those situations where employees are required to work in other locations.

Approved by the Dharma Care Board on 16 September 2019



Signed (Chairman of Board)

