

Occupational Safety and Health Policy

Purpose

The Occupational Safety and Health Policy (OSH Policy) sets out the general principles and procedures WorkCover Western Australia will observe in relation to the management of occupational safety and health.

Objective

To articulate WorkCover WA's commitment to sound occupational safety and health practice in ensuring a safe workplace.

Scope

The OSH Policy applies to all WorkCover WA employees (including contract employees) and Board members.

This policy applies to workplaces where employees are, or are likely to be, during the course of their work (as defined by Section 3(1) of the *Occupational Safety and Health Act 1984*).

This policy applies to all WorkCover WA controlled premises and any other premises where WorkCover WA employees may work.

Contractors and visitors to WorkCover WA are also expected to comply with this policy.

Delegations

The Chief Executive Officer (CEO) and Corporate Executive are responsible for providing, maintaining and promoting a safe working environment to ensure employees are not exposed to hazards.

The WorkCover WA OSH Committee, safety and health representatives, managers, supervisors and all employees have a delegated authority to ensure WorkCover WA OSH programs, policies and procedures are followed.

Policy Statements

1. WorkCover WA's Corporate Executive, OSH representatives, OSH Committee and employees will collectively contribute to achieving a standard of excellence in occupational safety and health management in the workplace.
2. WorkCover WA is committed to establishing and maintaining the highest standards of occupational safety and health possible for all employees. WorkCover WA's goal is to have a workplace that is free from work-related injuries.



3. WorkCover WA will maintain active and effective injury prevention programs aimed at protecting WorkCover WA staff from work-related injury and disease. This will be achieved by ensuring appropriate resources are available and effectively applied through a consultative process involving staff, safety and health representatives, managers and supervisors.
4. Occupational safety and health is both an individual and a shared responsibility. Every employee has an important role in injury prevention and hazard identification, and all employees are encouraged to participate in improving standards of workplace safety and health.
5. WorkCover WA will assist in the election of safety and health representatives and will recognise their legitimate role with regard to safety and health in the workplace.
6. Managers and supervisors will manage occupational safety and health according to Section 19 of the Act and the WorkCover WA OSH Manual.

Election of OSH Representatives

The election of safety and health representatives will be conducted in accordance with section 31 of the OSH Act 1984.

Terms of office

An employee elected as a safety and health representative holds office for two years.

Safety and health representatives may be disqualified if they fail to perform their functions under the Act or contravene their intended duties (refer to section 34 of the OSH Act 1984).

Authority

This policy is issued by the Chief Executive Officer upon endorsement by WorkCover WA's Corporate Executive and following consultation with the Joint Consultative Committee.

Approval

This policy was endorsed by the Corporate Executive following consultation with the OSH Committee.



A handwritten signature in black ink that reads "Chris White".

CHRIS WHITE
CHIEF EXECUTIVE OFFICER

Document details

Agency contact officer:	General Manager Scheme and Corporate Services
Date approved (initial policy):	July 2005
Last reviewed (updated policy):	April 2020
Next review due:	April 2022
TRIM Ref:	D2020/54940