**Health and Safety Policy**

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| **Related Section:** | Organisational Health & Safety |
| **Authorised By:** |  |
| **Prepared By:** |  |
| **Issue Date:** |  |
| **Next Review Date:** |  |
| **Last Review Date:** |  |
| **Status:** |  |
| **Version:** |  |

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| **Purpose** | Association is committed to providing and maintaining a safe and healthy work environment consistent with the provisions of the Victorian Occupational Health & Safety Act 2004 and other relevant legislation. |
| **Definitions** | Employee – in relation to Organisational Health & Safety (OH&S), the term means any person engaged or involved in an activity at any association event or workplace |
| **Guiding Principles** | 1. To achieve this end, we commit to the following:
2. Proactive identification of hazards posed to employees.
3. Timely implementation of best practice risk control solutions.
4. Provision of appropriate and well-maintained equipment to enable employees to perform their work in a manner that is safe and without risks to health.
5. Provision of information, instruction, training and supervision to employees as is necessary to enable the employees to perform their work in a manner that is safe and without risks to health.
6. Application of appropriate resources to ensure continuous improvement in the prevention of workplace injuries.
7. To utilise expert assistance as necessary, in managing occupational health and safety.
8. To consult with committee on matters relating to health and safety (refer to OH&S Consultation Policy).
9. To ensure that suitable arrangements are in place across all worksites for the prevention of, response to and management of any incident and / or emergency.
10. Committee is responsible for the provision of resources to ensure the implementation, monitoring and continuous improvement in the prevention of workplace injuries and responding to breaches of OH&S policies and procedures.
11. Committee, Volunteers and Staff are responsible for ensuring their own health and safety and not endangering others in the course of their work by:
12. Complying with all OH&S policies and procedures.
13. Reporting hazards and incidents.
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| **References – Internal** |  |
| **References – External**  | * Occupational Health & Safety Act 2004 – Victorian Government
* Occupational Health & Safety Regulations 2017 – Victorian Government
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| **Review** | Association at its own discretion reserves the right to change thepolicy and procedure in line with relevant legislation andorganisational needs. |