



Our commitment to a safe and healthy workplace

We are committed to providing a safe and healthy work environment that supports, maintains and improves the physical and mental safety and health of our staff. We are also committed to maintaining the safety and health of all contractors and visitors.

Workplace safety and health is more than just a legal obligation – each of us have a personal responsibility to make sure our staff, contractors and community feel safe and supported when at work and when interacting with us.

We will demonstrate our corporate values of integrity, excellence and trust at all times including when dealing with workplace safety and health. We will hold ourselves, each other and our staff, to a high standard, expecting that all workplace health and safety matters are dealt with appropriately, even when it is not easy. Our staff can trust us, as leaders, to take workplace health and safety seriously.

Workplace safety and health are everybody's responsibility and appropriate practices can only be maintained, and when needed improved, when we all work together. We are committed to having a workplace where people are confident to report matters and take steps to proactively minimise risks in our workplace.

To achieve this goal The leadership team, commit to:

- creating and maintaining a positive safety culture that encourages and supports us all to apply relevant procedures and processes to protect ourselves and others from harm.
- operating in accordance with work health and safety legislation and guidance material such as code of practice and standards.
- championing healthy and safe workplaces at the senior leadership level.
- providing and promoting resources, support and manage training so we can carry out our functions safely and achieve our safety and health outcomes.
- adopting a best practice approach to return-to-work programs, with a focus on staff retention.
- communicating with the workforce about the benefits of mentally healthy and safe workplaces and encouraging a culture of hazard reporting with appropriate education and training.
- promoting National Safety Month in October each year.
- encouraging open, honest and effective consultation and communication between managers, staff
 and health and safety representatives to achieve a common understanding of and resolution for
 all workplace safety and health matters.
- encouraging safety discussions at staff meetings (as a standing item).
- building an enduring reporting culture where risks, hazards and incidents are consistently reporting so that:
 - o risks to health, safety and wellness are identified and assessed.
 - o hazards are eliminated or risk to safety is reduced to as low as reasonably practicable.
 - o investigations identify root causes and appropriate action is taken to prevent recurrences.
 - o a 'no blame' approach is adopted during investigations.
 - o those who provide services to our organisation adhere to our safety procedures.
- providing high level support to the health and safety committee and elected health and safety representatives such that:

- o support and time are given to complete safety and health related tasks.
- o action is taken to resolve reported safety and health matters in a timely and practicable manner.
- fostering the development of effective health and safety committee and encouraging employees to nominate as health and safety representatives.
- promoting innovation and learning in developing the most effective and efficient ways to meet our safety and health responsibilities.

Jenness Gardner

Chief Executive Officer