

Occupational Safety & Health Policy

Purpose

To provide an overview of the Insurance Commission's OSH system.

Scope

This Policy applies to Commissioners, the Chief Executive, all employees of the Insurance Commission, any person seconded to the Insurance Commission, contractors engaged by the Insurance Commission on a contract for service either directly or through a labour hire entity, trainees, persons undertaking work experience and volunteers.

The Insurance Commission has a long standing high level of commitment to maintain a positive safety culture in which our OSH systems do more than just aim for compliance with OSH laws and Public Sector requirements.

It is every employee's responsibility to comply with requirements of the *Occupational Safety and Health Act 1984* and all reasonable directive given in relation to health and safety at work. *Section 19 and 20 of the Occupational Safety and Health Act 1984* sets out the duties of employers and duties of employees respectively.

Our OSH goal is to ensure no employee is harmed at work.

We aim to achieve this by:

- fostering open and honest consultative processes between employees, OSH representatives and supervisors/managers;
- educating and training our supervisors/managers and employees in OSH relevant to their role and responsibilities;
- ensuring that supervisors/managers are accountable for the safety and health of the people who report to them as well as their visitors and contractors;
- recognising that everyone needs to take responsibility for their own safety and also the safety of their co-workers, visitors and contractors;
- ensuring all incidents/hazards are reported, investigated and action taken to prevent, minimise or eliminate any risks to safety or health;
- monitoring, reviewing and reporting of OSH performance indicators;
- providing a cost justified employee wellness program that complements and supports healthy lifestyles; and
- continuously improving safety and health systems throughout all parts of the organisation.

The Executive Committee has endorsed the [2018-2021 Occupational Safety Health and Wellbeing Management Plan](#) which outlines specific strategies and targets.