

SOUTH EAST WATER'S OCCUPATIONAL HEALTH AND SAFETY POLICY

Purpose

Integral to the culture of the organisation, South East Water's goal is to provide a workplace free from injury and illness.

We believe that providing a safe, secure working environment for our employees, contractors and visitors and managing public safety issues in all of our activities directly benefits our business by:

- Enabling our people to confidently and efficiently pursue our business objectives,
- Building our good reputation with all stakeholders,
- Reinforcing our values of integrity, results focus, and teamwork.

Policy Statement

To achieve our goal **all managers and supervisors** of staff are responsible for:

- Maintaining a safe work environment and culture, safe equipment and tools, appropriate training and safe ways of working by applying sound risk management methods to proactively identify, assess and control hazards and risks associated with all activities.
- Allocating appropriate resources to manage health and safety commensurate with the level of risk.
- Implementing the "SEWL" Health and Safety Management System.
- Communicating and consulting with employees, contractors, and others as necessary and providing a suitable forum for employees to raise health and safety issues.
- Ensuring compliance with applicable Acts, Regulations, Codes and Standards.
- Ensuring Contractor compliance with this policy and the application of a contractor safety management system where appropriate.
- Establishing relevant personal and workgroup performance measures and monitoring performance.
- Conducting audits / inspections, investigating incidents, and reviewing the effectiveness of efforts - always acting to improve.

All employees are responsible for:

- Adopting a preventative approach and displaying an attitude consistent with maintaining a safety culture.
- Working safely and keeping work areas safe, clean and tidy to minimise the risk to themselves, contractors, visitors, and the public.
- Undertaking only those tasks they are adequately skilled and authorised to perform using appropriate standards, procedures and equipment.
- Reporting all injuries, incidents, hazards, including "near misses" so that management can take appropriate preventative action.
- Actively participating in health and safety risk management efforts.

Responsible for Approval:

South East Water Board

Executive Sponsor:

General Manager, Corporate Services

Responsible for Implementation:

Human Resources Manager

Related Documents and Relevant Legislation:

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations

Australian Standard 4801