

HAZARD MANAGEMENT POLICY

Version No	3.0
Issued	Nov 2015
Next Review	Nov 2018
GDS	12.6.3.1.1

POLICY

The Flinders Ranges Council is committed to achieving a high level of pro-active Work Health and Safety (WHS) management in line with the Council's Strategic Management Plan objective of responsible business and people management.

To facilitate this, the organisation has implemented a Work Health and Safety Hazard Management system (system) which contains minimum standards and is designed to encourage and facilitate the provision and maintenance (so far as is reasonably practicable) of:

- (i) A safe working environment;
- (ii) Safe systems of work; and
- (iii) Plant and substances in a safe condition;

for Workers, and others in accordance with legislative requirements and the Performance Standards for Self Insurers (PSSI).

Key elements of the system are:

- Hazard Management Procedure
- Incident Reporting and investigation Procedure
- Workplace Inspection Procedure
- Plant Procedure

These elements are designed to assist to identify, quantify and manage hazards and risks associated with organisation's activities, in accordance with the organisation's commitment under the 'One System' Work Health and Safety Management System (WHSMS).

Other elements may be added under this policy as identified as appropriate over time.

The organisation will regularly review in consultation with workers and their representatives subject area experts and other duty holders (as necessary):

- The effectiveness of this policy and supporting procedures to identify opportunities for continuous improvement.
- Adherence to this policy and the supporting procedures and take appropriate action where non-compliances are found.

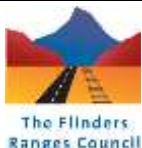
RESPONSIBILITIES

The *Senior Leadership Team* are accountable for checking that adequate resources are identified and provided to enact this policy and supporting procedures effectively.

Supervisors/Managers are accountable for bringing this policy and supporting procedures to the attention of affected workers in their area and monitor through their supervisory activities that the policies and procedures are adhered to.

Supervisors/Managers are accountable for checking that affected Workers have had appropriate training to undertake the activities identified within this policy and supporting procedures.

Affected *Workers* are accountable for adhering to the requirements of this policy and supporting procedures, or report any inability to do so to management at the earliest opportunity.



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LEGISLATION

South Australian Work Health and Safety Act, 2012
South Australian Work Health and Safety Regulations, 2012
Local Government Act, 1999

REFERENCES

Australian Standard 4801
AS/NZS ISO 31000:2009
Return to Work SA (formerly WorkCover) Performance Standards for Self Insurers (PSSI)

REVIEW

This Hazard Management Policy shall be reviewed by The Flinders Ranges Council WHS Committee within three (3) years of Issued Date (or on significant change to legislation or aspects included in this policy that could affect the health and safety of workers).

SIGNED:
CEO Chairperson, WHS Committee
Date: ____/____/____ Date: ____/____/____

REVIEW HISTORY

Document History:	Version No:	Issue Date:	Description of Change:
	1.0	Sept 2009	New Document, September 2009
	2.0	5/4/13	Terminology changes to reflect 2012 WHS act and Regulations. Examples include; OHS to WHS and employee to worker where appropriate
	2.1	12/4/13	Update of names of subordinate procedures to reflect updated documents Inclusion of issue date for version 2 in history section
	3.0	17/07/15	Changed vision statement to Organisation purpose in first paragraph. Updated WorkCover references to Return to Work SA Added opportunity for Council to add elements in the key element list. Changed minimum review timeframe from 2 years to 3 years