

Work Health and Safety Policy

Introduction

Workskil Australia, committed to providing high quality employment and community services across Australia, recognises its obligation to take all reasonably practicable steps to safeguard the work health and safety of all employees, contractors, clients and visitors.

Workskil Australia believes that:

- No business objective will take priority over work health and safety.
- No task is so important or urgent that it cannot be done safely.
- Without diminishing Workskil Australia's corporate obligations, responsibility and accountability for work health and safety (WHS) rests with every individual in the organisation.

Policy Statement

In order to meet its responsibilities, Workskil Australia will, so far as is reasonably practicable:

- Comply with all relevant legislation, approved Codes of Practice and Australian Standards.
- Consult with employees on matters that may affect their work health and safety.
- Take an active approach to identifying workplace hazards, implement corrective actions to eliminate or reduce risks, and develop safe operating and working procedures.
- Provide an effective injury management program for employees who suffer work-related injury and illness.
- Utilise appropriate internal and external expertise when required.
- Put in place a regime for monitoring and recording the health of workers where appropriate, including where required by the WHS laws, regulations and applicable guidelines or standards.

Policy content

Workskil Australia is committed to:

- Complying with our obligations under relevant State legislation, Australian Standards, Approved Codes of Practice and Guidelines.
- Ensuring its Work Health and Safety Management System is integrated with its corporate philosophy and business management systems.
- Implementing a hazard management approach to WHS which includes the identification, assessment, prompt control, monitoring and review of the hazards and risks to health and safety.
- Providing all levels of staff and contractors with the knowledge and skills to carry out their WHS roles and responsibilities.
- Establish consultation mechanisms that enable staff and contractors to contribute to the effective management of WHS.
- Developing appropriate communication systems for the provision of information including regularly reviewed policies, standards, WHS system procedures, safe operating/work procedures, guidelines and reporting and feedback mechanisms to guide the management of WHS.
- Where required, the effective use of appropriate internal and/or external expertise in WHS and Injury Management
- Provision of equitable claims management, effective consultation and sustainable rehabilitation and return to work programs for employees who have suffered work-related injuries.
- Establish measurable targets for the purpose of continuous improvement in the elimination of work-related injuries and illness.