

WORKPLACE HEALTH AND SAFETY POLICY

Commitment

It is imperative for Workplace Health and Safety to be at the forefront of any organisation. Staff Australia is dedicated to providing and maintaining environments that are safe and without risks for all our people and the people we work with.

Objectives

Staff Australia recognises its moral and legal responsibilities to ensure compliance with Workplace Health and Safety legislation. We aim to achieve best practice in the prevention of workplace incidents and injuries ensuring that the health and wellbeing of all personnel in the workplace comes first. This commitment extends to ensuring the organisation's operations do not place the local community at risk of injury or illness.

We will achieve our objectives by:

- Maintaining a proactive approach to meet and exceed compliance with Workplace Health and Safety legislation
- Applying effective risk management strategies to identify, assess and control hazards in the workplace
- Working closely with our clients as well as our employees to take a collaborative approach to Workplace Health and Safety
- Ensure the provision of appropriate training, instruction, and supervision to employees at all levels
- Develop a strong safety culture by providing ongoing information, support, and encouragement
- Facilitate methods of consultation and communication to ensure involvement of all stakeholders
- Provide resources to meet Workplace Health and Safety commitment
- Record and investigate workplace incidents, injuries, hazards and near misses
- Provide a framework to monitor and review the OHSMS performance for continual improvement
- Ensure all personnel are aware of their OH&S responsibilities and accountable in carrying out these objectives

Responsibilities

Staff Australia believes that workplace health and safety is EVERYONE's responsibility. Employees at all levels within Staff Australia are expected to adhere to this policy to achieve the objectives.

Staff Australia Management and its representatives will have an overall responsibility and will be held accountable for implementing this policy in their areas of responsibility ensuring that they:

- Adhere to OHS procedures and practices associated with this policy
- Ensure that safe systems of work, plant, equipment, and a safe environment are provided for all temporary employees placed at host sites and internally at branch level
- Facilitate a culture that drives focus on and improvement in Workplace Health and Safety performance
- Regularly review our WHSMS in conjunction with this policy to ensure our objectives are relevant and being achieved

All employees will ensure that they:

- Take reasonable care to ensure their own safety, the safety of fellow employees and all persons in their workplace
- Comply with WHS policies, procedures, and safe work instructions as provided and outlined
- Identify and support processes to report, identify eliminate or minimise unsafe conditions in the workplace

This policy has been approved by the Directors to demonstrate a personal commitment to Workplace Health & Safety. We expect co-operation and compliance of this policy from all Staff Australia employees to ensure a safe working environment for all.

Approved by:

Shaun Foley
Director
26/04/2023

John Reynolds
Director
26/04/2023