

## Work Health and Safety Policy

Common Ground Queensland has a belief that the safety and well-being of people employed at the organisation, or people affected by our work, is a priority and must be considered during all work performed on our behalf. People are our most important asset and we aim to take every possible action to prevent harm occurring to our staff, contractors, tenants and visitors.

The objectives of this policy are:

- To ensure Common Ground Queensland complies with the requirements set out in the *Work Health and Safety Act 2011* and the *Work Health and Safety Regulation 2011*;
- To implement and maintain safe systems of work;
- To undertake risk management activities to identify, eliminate and/or manage risks in the work place;
- To ensure health, safety and environment is considered in all planning and work activities;
- To involve workers in the decision making processes through regular communication, consultation, training and active encouragement to identify health and safety issues and make suggestions for continuous improvement;
- To empower staff and contractors to stop unsafe or environmentally harmful activities;
- To provide a program of education and learning to ensure optimum safety and environmental outcomes;
- To ensure all potential accident/incidents are controlled and prevented;
- To provide effective rehabilitation and return to work for injured employees; and
- To influence people affected by our work to achieve environmental and socially sustainable impacts.

The success of our safety management is dependent on:

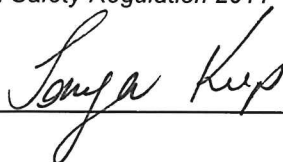
- Pro-active planning of all work activities with due consideration given to implementing safety controls that are suitable to each situation; and
- Ensuring the work teams are effectively consulted on issues and our objectives.

### Procedures that Implement

This policy will be actively implemented by adherence to the following procedures and documents:

- Critical Incidents Procedure
- Employee Induction Procedure
- Employee Training and Development Procedure
- Fire and Life Safety Management and Use Emergency Plan
- Internal Communication Procedure
- Non-Critical Incidents Procedure
- Risk Register, Analysis and Management Plan
- Smoking Procedure
- *Work Health and Safety Act 2011*
- Work Health and Safety Manual
- *Work Health and Safety Regulation 2011*

CEO Endorsement: \_\_\_\_\_



Date: \_\_\_\_\_

23 NOVEMBER 2016.