

## **HSEC CORPORATE POLICY**

### **GENERAL STATEMENT**

Allstaff Companies & Divisions recognises its responsibility towards health, safety and the environment; we are committed to ensuring that all personnel are free from injuries and risks to health whilst at work. With a focus on zero harm, through consultation, a sound HSEC framework has been developed and all necessary resources are provided for its successful operation.

***"The success of this policy will require the full support and contribution of all personnel"***

### **OBJECTIVE**

The objective of this policy is to ensure that Allstaff Companies & Divisions meets its moral and legal obligations towards health, safety and the environment through:

- Legislative compliance with the Work Health and Safety Act 2012 and Regulations, Workers Rehabilitation Compensation Act 1986 and Regulations, Environment Protection Act 1993 and Regulations and other applicable Industry Standards.
- Instilling a safety culture and encouraging consultation with all relevant stakeholders
- Effective hazard identification, assessment and elimination. Identified hazards that can't be eliminated are controlled through the hierarchy of controls ensuring safe methods of work and environments.
- Routine audits of tasks and work places
- All personnel receive appropriate information, instruction, training and supervision they need to safely carry out their responsibilities.
- Personnel participate and contribute to the decision making process on matters effecting their health and safety at work.
- Effective injury management through responsible claims management and rehabilitation.

### **RESPONSIBILITIES**

Under the WHS Act and Regulations 2012, accountability for HSEC is shared by all stakeholder's and personnel alike. The Directors (PCUB) of Allstaff are responsible for the development and implementation of the HSEC Management Framework and provide Allstaff personnel with policies, procedures and resources to effectively carry out their responsibilities towards effective HSEC and operational outcomes.

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### **STRATEGIES**

Allstaff Companies & Divisions is committed to encouraging consultation and teamwork between host employers and its personnel on HSEC issues – Mechanisms for consultation include the following arrangements:

- Senior management commitment and active involvement.
- Personnel's responsibilities are clearly documented and established
- Consultation
- Provision of training, instruction and information
- Places of work that engage our personnel are audited for compliance
- Provide health and safety representation
- Encourage the reporting of all incidents
- Monitoring and evaluating outcomes to allow for continuous improvement.

Allstaff Companies & Divisions will consult with government bodies, industry groups and stakeholders in the development of standards and monitoring techniques and will conform to the requirements of statutory authorities.

### **POLICY IMPLEMENTATION:**

This policy is to be implemented via the procedures and arrangements established by Allstaff Companies & Divisions HSEC Framework. Specific policies, work practices and procedures have been prepared to address specific HSEC issues.

### **POLICY REVIEW:**

All Occupational Health and Safety policies are to be reviewed annually.

### **DISSEMINATION OF POLICY:**

A copy of this policy will be provided to all personnel and a copy placed in a prominent position of the premises.



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Director

12 November 2014

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Date