



WORK HEALTH AND SAFETY POLICY		Document #	Level: Tier 1
		Prepared By: GRC Manager	Date Prepared: 6 July 2017
Effective Date: 1/09/2018	Revision # V2	Reviewed By: PRCM Committee	Date Reviewed: 6 August 2018
Compliance: <i>Work, Health and Safety Act 2012 (Tas)</i> <i>AS/NZS 4801:2001 Occupational Health and Safety Management Systems</i>			

Purpose

The Archdiocese of Hobart ('Archdiocese') acknowledges that Workplace Health and Safety (WHS) is a critical and integral component of its activities.

The Archdiocese is committed to providing a safe and healthy workplace for all workers. It recognises that the health and safety of all workers under the direction of the Archdiocese and its Agencies is the joint responsibility of management and workers. Management, in fulfilling their role, acknowledge the duty to provide and maintain, insofar as is reasonably practicable, a working environment that is safe and without risks to health.

Scope of Application

This policy applies to the Archdiocese and its agencies including: Archbishop's Office, Parishes, Church Office, CatholicCare Tasmania, Centacare Evolve Housing, Catholic Education Tasmania and the Catholic Development Fund.

This policy may also be used to apply to bodies or committees associated with any of the above agencies, established to progress initiatives under the auspices of the Archdiocese.

Policy

Workers are expected to fulfill their obligations with respect to health and safety legislation by taking reasonable care for their own health and safety and for the health and safety of other persons, by complying with any direction given to the worker by the employer with respect to any matter relating to health and safety, by fully participating in safety programs, reporting injuries and incidents and by following all safety directions, regulations and procedures.

In pursuit of these objectives, the Archdiocese and its agencies, in consultation with their workers, will endeavour to:

- Comply with relevant WHS legislation
- Provide safe systems of work and maintenance of plant and equipment developed in consultation with workers, taking into account the hazards identified, risks assessed, and the effective control of those risks
- Provide appropriate information, instruction, training and supervision on systems of work for all workers relevant to the health and safety systems and procedures
- Develop enhanced programs and procedures to continuously improve the Safety Management System

- Consult with workers and encourage initiatives that contribute to a safer working environment
- Ensure the reporting and investigation of injuries, illnesses and incidents is conducted in a consultative manner and to ensure that appropriate corrective action is taken to prevent recurrence
- Develop a gradual return to work program for injured workers in consultation with all relevant parties
- Establish measurable objectives and targets for continued improvement in the reduction, and where possible, elimination of work-related injury and illness
- Measure and evaluate WHS performance by regular monitoring audits and inspections of compliance with Archdiocese policies and legal requirements
- Regularly review the WHS Management System at its Agencies to ensure its appropriateness and effectiveness in managing systems of work and WHS responsibilities.

Definitions

Worker: For the purposes of this policy the term “worker” is inclusive of anyone who is acting in support of the Mission of the Archdiocese and is in line with the definition of the term in the *Work Health and Safety Act 2012*.

Related Documents

- Bullying and Harassment Policy
- Smoke-Free Policy
- Workers Compensation and Rehabilitation Policy

Changes to this policy

The Archdiocese will review this policy from time to time and updates are available on the website.

Policy approved by:

Most Rev Julian Porteous, Archbishop of Hobart,

11 August 2018