

HEALTH AND SAFETY POLICY

PURPOSE

Powerhouse Ventures Ltd (PVL) is committed to providing a safe and healthy work environment for workers, contractors, volunteers and visitors. We are committed to continually improving the systems, processes and practices in our workplaces through participation by our staff and taking all reasonably practicable steps to protect all people in our workplaces.

PVL understands we have the primary duty of care to its employees, and believes a safe and healthy work environment is achieved through every person within PVL being responsible for health and safety.

SCOPE

This policy is intended to cover persons engaged by PVL in paid employment or non-paid employment, including volunteers, contractors, outworkers, employee of labour hire company, trainee or person on unpaid work trial and visitors whilst they are in all workplaces controlled by ourselves.

POLICY

Management will:

1. Comply with all relevant health and safety legislation and standards
2. Report, record and investigate all accidents/incidents accurately and promptly
3. Follow the notification procedures for all notifiable injuries, illnesses and events
4. Identify and assess all known and reasonably anticipated hazards in the workplace
5. Eliminate or minimise all significant hazards
6. Provide health and safety training and adequate supervision to staff
7. Actively encourage employee consultation and participation
8. Support the safe and early return to work of injured employees
9. Promote a system of participation and continuous improvement
10. Consult with employees on all health and safety matters

Employees will:

1. Actively contribute and be involved in hazard identification and management
2. Immediately report to managers any new hazards identified in the workplace
3. Participate in health and safety training
4. Report injuries promptly and accurately
5. Adopt safe practices and encourage others to do the same
6. Wear the appropriate Personal Protective Equipment
7. Co-operate with the monitoring of workplace hazards and employees' health
8. Participate in return to work programmes

Visitors, contractors and non-paid employees will:

1. Sign in before they enter the workplace and follow all safety rules
2. Report any injury or hazard promptly
3. Seek advice before bringing hazards on site
4. Wear the appropriate Personal Protective Equipment

RELATED RESOURCES: Health & Safety Manual and forms