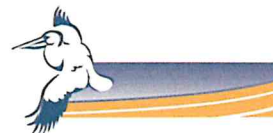


POLICY

Work Health & Safety

Hazardous Work

Version: 4 | Next Review: 2021



DISTRICT COUNCIL of TUMBY BAY

1. POLICY

The District Council of Tumby Bay is committed to achieving a high level of pro-active Work Health and Safety (WHS) management in line with the organisational purpose of proactively protecting and managing Local Governments' employee injury risks today and into the future.

- 1.1 The organisation is committed to providing a WHS Management system that:
 - 1.1.1. Promotes and facilitates pro-active identification of hazardous work.
 - 1.1.2. Provides mechanisms to ensure risks arising from the work are eliminated in so far as is reasonably practicable or, where that is not reasonably practicable are controlled so far as is reasonably practicable,
 - 1.1.3. Enables steps 1.1.1 and 1.1.2 to be achieved before work is undertaken, to ensure, so far as is reasonably practicable, the safety of workers and others and legislative compliance
- 1.2 To meet this commitment, the organisation has implemented a hazardous work system that consists of this policy and a number of specific procedures such as:
 - Confined Space Procedure
 - Isolation Lock out Tag out Procedure
 - Hot Work Procedure
 - Electrical Safety Procedure
 - Asbestos WHS Procedure
 - Excavation and Trenching Procedure
 - Hazardous Manual Tasks Procedure
 - Prevention of Falls Procedure
 - Work Zone Traffic Management Procedure
 - UVR and Inclement Weather Procedure
 - Remote/Isolated Work Procedure
 - Hazardous Chemicals Procedure
- 1.3 The organisation will regularly review in consultation with affected workers (and their representatives), subject area experts and other duty holders (as necessary):
 - 1.3.1 The effectiveness of this policy and supporting procedures to identify opportunities for continuous improvement
 - 1.3.2 Adherence to this policy and the supporting procedures and take appropriate action where non-compliances are found.

Note: The use of Hazardous Work as a title for this policy **is not** intended to imply that this policy addresses all the aspects included within Chapter 4 of the WHS Regulations 2012, although some aspects may be common.

2. RESPONSIBILITIES

The Executive Team are accountable fulfilling the due diligence obligations for officers as outlined in Section 27 of the WHS Act 2012, a key aspect of which includes checking that adequate resources are identified and provided to enact this policy and supporting procedures effectively.

File Reference	Responsibility	Last Review	Review Frequency	Next Review	Page
F16/821	WHS	November 2018	3 Years	November 2021	1 of 2

Printed copies of this document are uncontrolled, refer to Council's TRIM to verify this is the current version.

Supervisors/Managers are accountable for:

- Bringing this policy and supporting procedures to the attention of affected workers in their area
- Monitoring through their supervisory activities that the policies and procedures are adhered to. Checking workers in their area have had appropriate training to undertake the activities identified within this policy and supporting procedures.

Affected workers are accountable for:

- Adhering to the requirements of this policy
- Cooperating with procedures, or report any inability to do so to management at the earliest opportunity.

3. LEGISLATION

- South Australian Work Health and Safety Act & Regulations 2012
- Local Government Act, 1999

4. REFERENCE

- Australian Standard 4801
- ReturntoWorkSA Performance Standards for Self Insurers (PSSI)
- LGA Strategic Plan

5. RELATED DOCUMENTS

- Hazardous Work Procedures as outlined in section 1.2
- Other Procedures relevant to the work that is being undertaken
- Organisational SOPs/SWIs/SWMS and guidance material as detailed in the hazardous work procedure and Risk Assessment & Hazard Register

6. REVIEW

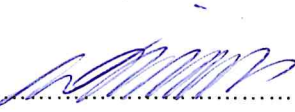
This WHS Hazard Management Policy shall be reviewed by Councils Work Health and Safety Committee (WHSC) at minimum within three years (3) years of Last Reviewed Date, (or on significant change to legislation or aspects included in this policy that could affect the health and safety of workers).

The review may include or be initiated by:

- Feedback from managers, workers, HSRs or other stakeholders;
- Legislative compliance;
- Performance Standards for Self Insurers
- Internal or external audit findings
- Incident and hazard reports, claims costs and trends related to hazardous work; and
- Other relevant information.

SIGNED: .....
Chief Executive Officer

Date: 14/12/18

SIGNED: .....
Chairperson, WHS Committee

Date: 14/12/18

File Reference	Responsibility	Last Review	Review Frequency	Next Review	Page
F16/821	WHS	November 2018	3 Years	November 2021	2 of 2

Printed copies of this document are uncontrolled, refer to Council's TRIM to verify this is the current version.