OCCUPATIONAL HEALTH AND SAFETY POLICY

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Division  Corporate Services
Summary  The policy outlines the responsibility of the Ambulance Service and its staff in relation to Occupational Health & Safety.
Applies to  All Ambulance Service of NSW staff
(bold indicates selection)  All Operational Staff
All Administration staff
All Headquarters staff
Division staff (Aero medical, Northern, Southern, Sydney, Western)
Operations Centres (Aero medical, Northern, Southern, Sydney, Western)
Review date  July 2011
Previous reference  N/A
Status  Active
Approved by  Chief Executive

Compliance with this policy directive is mandatory.
Commitment

The Ambulance Service of NSW (Ambulance) is committed to its Occupational Health and Safety (OHS) responsibilities. In legislative terms these responsibilities are outlined in the OHS Act 2000 and OHS Regulation 2001, to provide a workplace that is safe and healthy for its employees, contractors, volunteers, clients and visitors who may be affected by the operational activities of Ambulance. The health and safety of people at work is an integral component in the successful operation of Ambulance.

1. Objectives

Ambulance is committed to:

- ensuring a safe and healthy working environment for staff, contractors, volunteers and visitors to all workplaces across the organisation, in accordance with its legislative obligations;
- injury management aimed at the early and safe return to work of injured employees, in accordance with its legislative obligations; and
- regular OHS consultation with employees and their representatives and, where necessary with contractors and suppliers of equipment and services, to ensure that occupational health and safety management is of the highest standard.

Ambulance has a comprehensive range of strategies and programs available to employees to support their health, safety and wellbeing and the return to work of ill or injured employees. This includes training and instruction of employees commensurate with their roles and responsibilities to enable them to comply with this policy.

2. Eligibility

The policy applies to all employees of Ambulance, volunteers, visitors and contractors while visiting or conducting business at any Ambulance workplace and while participating in authorised Ambulance activities outside the workplace.

3. Context

Ambulance’s OHS policy involves implementing occupational health and safety to ensure a safe and healthy working environment for all.

This policy is in accordance with the NSW WorkCover Authority, as the governing body responsible for the implementation of legislation covering occupational health and safety. The prevailing legislation is:

- Occupational Health and Safety Act 2000;
- Occupational Health & Safety Regulation 2001;
- Workers Compensation Act 1987;
- Workplace Injury Management and Workers Compensation Act 1998; and

Ambulance has systems and procedures in place to ensure appropriate implementation of this policy.
4. Responsibilities and Delegations

The Chief Executive will ensure that OHS responsibilities are appropriately defined and that workplace managers and supervisors receive the training and resources they need to carry out their OHS responsibilities competently.

Senior management of Ambulance acknowledge that they have a primary responsibility for the health and safety of those who work under their direction.

All managers and supervisors have a duty to provide and maintain, as far as possible, a working environment and conditions that are safe and without risk to health.

An employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work who may be affected by the employee's acts or omissions at work.

An employee must, while at work, co-operate with their employer or other person, so far as is necessary, to enable compliance with any requirements under legislation or the regulations that are imposed in the interest of health, safety and welfare on the employer or any other person.

5. Monitoring, Evaluation and Reporting Requirements

This policy will be reviewed every two years and at other times if any significant information, legislative or organisational change warrants an alteration to this policy.

6. Endorsement

This Occupational Health and Safety Policy came into effect as of July 2009.

The policy will be reviewed bi-annually from the initial date of approval.

The policy may be reviewed and amended before and after this date subject to changes of legislation and Ambulance workplace practices.

For further information in relation to the policy, please contact Risk Management, Workforce Unit on telephone number (02) 9320 7674 or the OHS Coordinator.

Michael Landsbergen
A/Chief Executive