

OH&S OBJECTIVES POLICY

POLICY STATEMENT
<p>Boom Sherrin is committed to the Health, Safety and Welfare of the entire organisation. In order to demonstrate a strong safety culture and focus, management initiatives and programs must be developed for set periods of time to ensure particular objectives are achieved.</p>
PROCEDURE
<ol style="list-style-type: none"> 1. Key concepts should have a targeted outcome and plans to achieve the objective. Action plans should be documented and shared with all who are expected to be involved. Some elements may have a period of time while others may have a numeric goal or a combination of both.
OBJECTIVES
<p>Boom Sherrin’s OH&S objectives should be broken down into smaller goals for Management, Supervisors and Employees to participate in:</p> <ul style="list-style-type: none"> • Provide and maintain a safe and healthy work environment through the identification, assessment, control and review of controls for all hazards • Provide appropriate training and instruction to employees to enable them to perform their work safely, effectively and meet their responsibilities • To achieve full legal compliance, as a minimum standard of performance throughout the organisation • Provide adequate resources to achieve OH&S objectives and targets consistently • Provide effective rehabilitation strategies for employees that suffer work related injuries
CONSULTATION
<p>Management is committed to achieving effective and meaningful consultation with employees at all levels of the organisation.</p>
IMPLEMENTATION
<p>Branch Managers will ensure that the resources and support required to achieve the organisations OH&S objectives and KPI'S. All those with responsibilities are accountable for carrying out their obligations.</p>
RECORDS
<p>Relevant and timely reporting of information will occur as required, including health and safety performance reporting, non conformance/conformance reporting, audit results, incident reporting and statutory reporting.</p>

MEASURE AND EVALUATION

Management will ensure the OH&S policies and procedures are measured, monitored and evaluated using KPI's. Audits will be objectively and periodically undertaken by appropriately trained personnel to measure performance of system policies, procedures and programs. The outcome will include necessary corrective action requests which will be compiled and implemented, in a given time frame.

NATIONAL MANAGER - OH&S

Duties for the appointed individual, responsible for the management and maintenance of OH&S at Boom Sherrin

- Planning, monitoring, coordinating and directing all aspects of OH&S within Boom Sherrin
- Maintain a sound working knowledge of legislative requirements relating to OH&S and advise employees accordingly
- Provision of in-house claims administration and rehabilitation service where appropriate in relation to work related injuries
- Facilitate the development of a recommended annual budget for the OH&S plan and strategy of Boom Sherrin
- Act as the advisor for all OH&S issues and questions
- Source suitable expertise from within or outside the company to support the development and maintenance of the OH&S program
- Create and develop policies, procedures and initiatives designed to reduce hazards to Boom Sherrin Employees, Visitors and Contractors
- Develop an organisation training plan encompassing OH&S training needs

BRANCH MANAGERS / SUPERVISORS

Responsible for

- OH&S and welfare of employees under their supervision
- Monitoring of the workplace to ensure compliance under the policies of Boom Sherrin
- Ensuring training needs are identified and provided including induction, refresher induction and on the job training
- Conducting/assisting in hazard identification including Risk Assessments
- Conducting quarterly audits
- Representing the company in OH&S committee meetings
- Leading Tool Box talks
- Communicating safety alerts to employees
- Managing workplace rehab programs for injured workers at Branch level
- Assisting/conducting accident investigations

OH&S REPRESENTATIVES

Responsible for

- Representing the interests of their designated workgroups
- Undertaking workplace inspections
- Assisting/conducting accident investigations
- Driving safety at Branch level
- Undertaking relevant training in relation to OH&S responsibilities
- Carrying out their responsibilities in accordance with Boom Sherrin policies

OH&S COMMITTEE MEMBERS

Responsible for

- Assisting with the formulation, assessment and review of OH&S policies and procedures within Boom Sherrin
- Facilitating meaningful consultation between management and employees on all matters relating to OH&S
- Undertaking relevant training in relation to OH&S responsibilities

VISITORS AND CONTRACTORS

Responsible for

- Observing Boom Sherrin policies and procedures whilst on site
- Working and behaving in a safe manner to ensure their own health and safety as well as others in the workplace
- Compliance with all legislative requirements and safe operating procedures for all work carried out

EMPLOYEES

Responsible for

- Working and behaving in a safe manner to ensure their own health and safety as well as others in the workplace
- Reporting all hazards, incident and injuries as soon as possible after the event
- Participating in process for identifying hazards, assessing risks and implementing control measures within the workplace
- Undertaking relevant training in relation to OH&S responsibilities
- Observing policies and procedures of Boom Sherrin
- Participating in active rehabilitation programs following work related injuries
- Participating in accident investigations in the workplace