



## ARCHDIOCESE OF BRISBANE

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### WORK HEALTH AND SAFETY POLICY STATEMENT

It is the Work Health and Safety Policy of the Archdiocese of Brisbane (the Archdiocese) that every employee, parishioner, student, volunteer, client, contractor, visitor and other persons entering onto or into any premises, facility or service at a parish complex, school or other location within the Archdiocese shall be provided with a safe and healthy environment free from physical and emotional harm.

To fulfil this responsibility the Archdiocese will, so far as reasonably practicable, ensure that no person is placed at risk and that risks will be eliminated or minimised, in accordance with the obligations under the *Work Health and Safety Act 2011*, the *Work Health and Safety Regulation 2011*, Codes of Practice and Australian Standards.

In order to support this policy all premises, facilities or services at a parish complex, school, or other location within the Archdiocese will:

- Comply with all relevant Work Health and Safety Legislation;
- Provide and maintain safety physical environments, equipment and systems of work so far as reasonably practicable;
- Promote and encourage health and safety awareness for all people coming to that location;
- Minimise disruption and personal hardship related to work related injuries or illnesses through effective injury management and rehabilitation programs;
- Provide work health and safety information, resources, training and supervision to employees and other relevant people;
- Consult with relevant stakeholders and resolve any work health and safety issues;
- Develop safe work practices and safety guidelines at each site; and
- Provide the necessary resources to enable the effective implementation of this Policy.

The Archdiocese will achieve the objectives of this policy through the implementation, review and monitoring of its Safety Management Systems which incorporates a number of key areas and accountabilities that make up our Seven Safety Essentials:

- Leadership Commitment & Accountability Responsibilities;
- Risk Management;
- Incident Management & Investigation;
- Emergency Response & Preparedness;
- Consultation, Cooperation & Coordination;



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- Competency, Awareness & Training; and
- Suppliers, Contractors & Purchasing.

Under the guidance of the Vicar General each Executive Director is accountable for the provision of effective systems and processes to meet the requirements of the Seven Safety Essentials. Where appropriate these systems and processes will be developed collaboratively to ensure a consistent approach is maintained at all locations for the provision of a safe and healthy environment free from physical and emotional harm.

All employees, parishioners, volunteers, clients, contractors and visitors are accountable for their own safety and as such are expected to:

- Take reasonable care of their own health and safety and that of others affected by their actions or omissions;
- Report any unsafe situations or faulty equipment to a responsible person at the site;
- Report any injury, serious injury, dangerous occurrence or near miss to a responsible person at the site as soon as practicable;
- Avoid actions that have the potential to place at risk their health and safety or that of any other person at the workplace or relevant area; and
- Comply with the safety procedures and directions as set by the agency.

This Policy will be reviewed as a minimum every 3 years, or as circumstances change.

**Most Rev Mark Coleridge, DD**  
**Archbishop of Brisbane**