

# Work Health Safety Policy (W-1)

Policy Area	WHSE
Policy Number	W-1
Version	3
Approval Date	3 August 2018
Review Date:	August 2019
Scope:	All workers, contractors, customers, Board

## Policy

Inclusive Sport SA (ISSA) considers the protection of human health and safety for all its workers, contractors, customers and the community to be of primary importance. As such, the organisation will establish and maintain a Work Health and Safety Management System (WHSMS) conforming to statutory requirements. This system will detail procedures and processes to be followed to create and maintain a healthy and safe workplace.

## Definitions

A Person Conducting a Business or Undertaking (PCBU) is defined in the Work Health Safety Act (2012). For the purpose of this policy, PCBU means (ISSA).

A worker is anyone who performs paid or unpaid work for a PCBU

An officer is someone who makes, or participates in making, decisions that affect the whole, or a substantial part, of the PCBU. This will include Board members and the Chief Executive Officer at a minimum.

Due diligence is the corporate governance responsibility of officers with respect to work health and safety. The due diligence obligation recognises that the behaviour and decisions of officers of a person conducting a business or undertaking (PCBU);

- Determine whether the PCBU complies with its work health and safety duties, and
- Strongly influence the health and safety culture of businesses and undertakings.

## Responsibilities

Workers have a responsibility to take reasonable care of their own health and safety, and that of others.

It is the responsibility of everyone to take reasonable steps to identify, eliminate or minimise the risk of harm and injury to themselves or others.

ISSA as the PCBU has a primary duty to ensure as much as reasonably practicable that the health and safety of participants of the service, employees, volunteers, contractors and visitors is not put at risk.

Officers have a duty to exercise due diligence.

## Philosophy

The overall success of the WHSMS is based on the following philosophies:

- All work incidents can be prevented

- All operations must be performed safely
- All personnel have the right and responsibility to stop any work they feel may be unsafe
- Working safely and following WH&S policies and procedures are conditions of employment

### ***Related Documents and Further Information***

- WP-1 WH&S Management System
- Link to relevant legislation:  
<https://www.legislation.sa.gov.au/LZ/C/A/WORK%20HEALTH%20AND%20SAFETY%20ACT%202012.aspx>

_____	Chief Executive	_____
Signed	Position	Date