



Work Health and Safety Policy

The management of League Engineering is committed to providing and maintaining a safe and healthy working environment for its employees and anyone entering upon its premises or with connection to the organisations business operations. The aim of League Engineering's Health and Safety Policy is to promote and maintain the health and wellbeing of staff, members, visitors, contractors, and volunteers and to minimize the risks of injuries. Likewise, we expect all employees, volunteers, contractors, temporary employees, clients and visitors to follow safe work practices as prescribed under the legislation and in our policies and procedures, and that they make every effort to reduce the risk of injury to themselves and others.

League Engineering also recognises the importance of providing adequate resources to support its commitment to WHS to further ensure that the workplace is safe and without risk to health and safety.

Workplace health and safety is a major priority and must be considered during all work performed on our behalf.

Compliance

All workplaces in Australia are protected by the Work Health and Safety Act 2011 (WHS Act) and associated Regulations, Industry Codes of Practice and Australian Standards and this policy is designed to comply with this legislation.

Responsibilities

WHS is important and we all have a responsibility to ensure that we have a safe and healthy working environment and we require and support all employees, volunteers, contractors,

temporary employees, clients and visitors to actively participate in all areas of WHS in the organisation so that we may achieve this goal.

Workers and other persons at the workplace are:

- not to endanger their own health and safety or that of others at the workplace;
- to follow instructions given to ensure health and safety;
- not to willfully or recklessly interfere with, or misuse anything provided to ensure health and safety; and
- to use personal protective equipment provided to carry out the work safely.

This means as a worker you should:

- conduct your work in a safe way and follow the procedure compiled for the work;
- use the personal protective equipment provided and maintain it when necessary;
- operate only machinery and equipment you have the competency to operate;
- report any faulty machinery and tools to your supervisor;
- report any hazards or unsafe conditions to your supervisor;
- report any injuries, illness and close calls (near misses);
- take care to protect your own health & safety and to avoid adversely affecting the health and safety of others at work;
- ensure you do not proceed with any task without having the appropriate knowledge or training to perform the job safely and correctly;
- follow all WH&S policies and procedures when undertaking assignments;
- obey any reasonable direction given in relation to health, safety or welfare matters;
- ensure you are not affected by drugs or alcohol at any time at work; and
- keep your work area in a clean and tidy state.

Consultation

Another key initiative in minimising WHS risk in our organisation is through consultation with workers. Therefore, we will consult, co-operate and co-ordinate our WHS activities with all other persons who have a WHS duty in relation to that activity, including contractors, temporary employees, volunteers and clients, so far as is reasonably practicable.

The information within this booklet provides your safety induction. You must use your best endeavors to comply with the requirements of the relevant work health and safety legislation, as provided in your Induction. This includes obeying all lawful instructions and complying with any lawful rules, processes and procedures as amended from time to time.

You must advise us of any change in your capacity, either physical or psychological, to work safely and without risk to health, including but not limited to any injury, illness or medication you are taking (prescribed or otherwise).

You must notify us if any party requests or directs you to perform unsafe tasks.

We may at our sole discretion, direct you to complete a medical assessment either prior to the commencement of your employment, or during the course of your employment, where it is reasonably required to determine your capacity to perform work safely and without risk to health and safety.