

## Occupational Health and Safety Policy

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The **Cardinia Shire Council** is committed to maintaining a safe and healthy operation for all employees and visitors and recognises that this is an integral part of our business.

**Cardinia Shire Council** will work towards achieving zero harm by focussing on four key areas:

1. **Leadership** – provide direction and support in the pursuit of improved workplace health and safety and environment standards
2. **Systematic approach** – provide an organised and consistent approach to all OHS matters across the organisation
3. **Active OHS Culture** – ensure continued improvement in performance occurs
4. **Workplaces and equipment** – ensure there is within the workplace a deep understanding of the nature of hazards with Council work, activities and undertakings.

**Cardinia Shire Council** will achieve these goals by:

- Implementing, maintaining and reviewing our Occupational Health and Safety Management System
- Continual and effective improvement of OHS performance, through the setting and review of objectives and targets, which relate to key aspects of the business
- Elimination of, or reduction of risks, as far as reasonably practicable, to employees, contractors and others that may be affected by the undertakings of Council
- Complying, as a minimum, with all relevant OHS laws and regulations
- Maintaining a culture of employee consultation and team work in all aspects of health and safety
- Developing and maintaining an effective program to ensure all employees are trained to carry out their work in a safe manner
- Encouraging the identification and reporting of hazards
- Requiring all employees to accept responsibility for their own actions and to behave in a manner that reflects safe work practices and to report workplace incidents and injuries
- Working closely with its employees, contractors, and other stakeholders, as Council recognises the value of these partnerships in improving its OHS performance

Cardinia Shire Council will provide adequate and appropriate resources to implement this policy and will ensure it is properly communicated and understood. OHS performance will be regularly reviewed as part of our commitment to continuous improvement.



**Carol Jeffs**  
Chief Executive Officer