

## **SOUTH ALIVE HEALTH AND SAFETY POLICY**

### **THIS POLICY COVERS SOUTH ALIVE AND THE PANTRY**

People are our most important asset and their health and safety is our greatest responsibility. The public will be given equal priority to that of our employees and volunteers.

South Alive is committed to ensuring the health, safety and wellbeing of our employees, volunteers and wider community.

We believe that every person who works, volunteers, and contributes to South Alive and The pantry has the right to go home free from injury and harm. We aim to achieve zero-harm in all our activities.

We Will:

#### **1. Communicate and Engage**

Communicate with employees, our community, and all others involved. Encourage our employees and volunteers to participate in health and safety conversations, hazard management, initiatives and reviews.

#### **2. Educate**

Induct and train our employees and volunteers on safe work practices, emergency management and evacuation and will be provided with the appropriate PPE.

#### **3. Lead**

Demonstrate commitment to health and safety leadership by consistently championing safe working practices.

#### **4. Cooperate**

Work with all stakeholders involved in projects and decision making processes, to ensure effective communication and collaboration on all operational and health and safety matters.

#### **5. Investigate and Learn**

Record all incidents, including near misses. Investigate to find root cause/s and put controls in place to manage these. Learn from all incidents, injuries, near misses and other events.

#### **6. Monitor and Review**

Review health and safety management systems including risks and controls annually or as required after an incident investigation to ensure controls remain effective.

#### **7. Comply**

Undertake to comply with all relevant health & safety legislation, regulations, codes of practice, related standards and identified safe work practices.

### **8. Plan**

Plan ahead to ensure health and safety is considered in all planning and activities and that effective emergency management and evacuation plans are in place.

### **9. Identify and Control Risk**

Identify risk in our workplace and put controls in place to manage these risks through use of the hierarchy of controls with the aim to eliminate injuries.

The responsibility for safety is expected to be an integral part of everyday work, therefore it is vital that every employee and volunteer shares in the commitment to eliminate unsafe acts and conditions by thinking safely and acting safely at all times.

#### **Associated Policies & Procedures**

- **Risk Management**
- **Code of Conduct**
- **Volunteer management**

<b>Date Approved</b>	<b>November 2016</b>
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