

Work Health and Safety

HR Policy Statement

Policy principles

- 1** We will build **simple** systems, tools and resources, so our people can get on with doing their work safely.
- 2** We will create **helpful** and safe workplaces that are safe by design.
- 3** We will create **respectful**, positive, trusting workspace of thriving people working together to improve safety.
- 4** We will be **transparent** about work health and safety (WHS) risks and work together to remove or control hazards.

Services Australia will ensure that our workplaces are as safe and healthy as possible. We will work together with our people to manage risks, prevent injury and have safe workplaces, systems and processes.



To be safe, each of us will:

- take care of our own safety, health and wellbeing
- ensure our actions do not harm the physical or mental health of others
- complete training and ensure we can do our jobs in a safe way
- follow health and safety advice and instructions
- act to protect others from hazards and prevent incidents or injuries, where possible
- report all hazards, incidents and WHS issues.



We will promote safety by:

- ensuring the workplace is free from WHS risks, so far as practical
- ensuring our equipment, structures and systems of work let us do our jobs in a safe way
- providing safe and inclusive places to work, free from bullying, harassment and aggression
- responding to and addressing WHS issues in a timely way
- reviewing and improving workplace conditions.