

	Angaston Agricultural Bureau WHS Administration Policy	Version No:	1.0
		Issued:	October 2017
		Next Review:	October 2022

Policy

Angaston Agricultural Bureau (AAB) and its Subsidiary, Barossa Improved Grazing Group (BIGG) are committed to achieving a high level of pro-active Work Health and Safety (WHS) management in line with the organisation vision of zero harm.

To facilitate this, a WHS administrative process has been implemented in accordance with legislative requirements by providing this policy and subordinate procedures.

Key elements of the organisation's WHS administration process are:

- WHS Corrective and Preventative Action Procedure.
- WHS Induction and Training Procedure.
- WHS Planning and Program Development Procedure.

Other elements may be added under this policy as identified as appropriate over time.

We will regularly review these in consultation with workers and their representatives, where elected, subject area experts and other duty holders, as necessary:

- The effectiveness of this policy and supporting procedures to identify opportunities for continuous improvement.
- Adherence to this policy and supporting procedures and take appropriate action where non-compliances are found.

Responsibilities

The AAB executive committee are accountable for checking that adequate resources are identified and provided to enact this policy and supporting procedures effectively.

Coordinators are accountable for:

- Bringing this policy and supporting procedures to the attention of affected workers and monitoring through their supervisory activities that the policies and procedures are adhered to.
- Checking that workers have had appropriate training to undertake the activities identified within this policy and supporting procedures.

All workers are accountable for adhering to the requirements of this policy and supporting procedures and reporting any inability to do so to management at the earliest opportunity.

Legislation/References

South Australia Work Health and Safety Act 2012

South Australia Work Health and Safety Regulations 2012

South Australia Return to Work Act 2014

Review

This Policy shall be reviewed, at a minimum, within 5 years of the issued date, or upon significant change to legislation or aspects included in this policy that could affect the WHS of workers.

SIGNED:
President AAB
Date: ____/____/____

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Chair BIGG
Date: ____/____/____

 <p>ANGASTON BARRASSA IMPROVED GRASSING GROUP BIGG</p>	<h2>Angaston Agricultural Bureau WHS Administration Policy</h2>	Version No:	1.0
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