

POLICY NAME:	WORKPLACE HEALTH & SAFETY POLICY		
POLICY No:	80.1	REVISION No.	2
DEPARTMENT:	WHS	ISSUE DATE:	6/04/2021

Related Documentation	Number:	Name:
	80.1. P1	WH&S Procedure The statutory WH&S Health & Safety Acts / Regulations Various Codes of Practice

1. PURPOSE AND OBJECTIVE

Linde Material Handling is committed to provide a safe and healthy work environment for all its employees for the prevention of work-related injury and ill health. For this reason, we have implemented a structured integrated Business Management System (BMS) to enable us to meet our commitment to fulfill Work, Health and Safety (WH&S) legislative requirements and other requirements (Codes of Practice, Industry requirements, customer requirements, and relevant Standards etc).

We are committed to identify and assess hazards and risks, plan work activities to eliminate or control hazards, and reduce WH&S risks.

We strive to achieve a consistently high standard of safety performance by regular reviews of WH&S related practices at a senior level as well as through the consultation and participation of workers and workers' representatives. Linde Material Handling commit to continually improve the BMS to assist in effectively meeting all requirements of, and achieve readiness for, third party certification of the Management System to ISO 45001:2018 Occupational Health and Safety Management Systems.

2. SCOPE OF APPLICATION

Applicable to all LMHAU /NZ Employees

3. TERMINOLOGY DEFINITIONS

LMHAU: Linde Material Handling Pty Ltd.

NZ: New Zealand

4. RESPONSIBILITIES

Directors:

- Take overall responsibility and accountability for the effectiveness of the management system
- Actively engage, review, and monitor the BMS to ensure organisational compliance with WH&S legislation and other requirements
- Formally approve the Work Health and Safety Policy and Procedures
- Establish measurable WH&S related objectives and targets to assist Linde Material Handling in meeting our commitment for continuous improvement of the BMS, aimed at the elimination of work-related injury or illness
- Review overall organisational health and safety performance
- Review and act on serious injuries/incidents and monitor corrective actions
- Protect workers from reprisals when reporting incidents, hazards, risks and opportunities

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- Ensuring that the resources needed to establish, implement, maintain and improve the BMS are available including appropriate PPE, safely maintained plant and equipment, and adequate facilities

Managers and Supervisors:

- Ensure compliance with WH&S requirements within the BMS, and actively engage, review and monitor the system
- Implement the WH&S Policy, WHS Procedures and legislative and other requirements
- Monitor health and safety performance within area of responsibility
- Demonstrate commitment to health and safety through participation in formal and informal discussions and or incident investigations related to workplace visits, incident reports and hazard inspections
- Ensure consultation and participation with workers, particularly on any workplace changes which have a health and safety component
- Actively monitor the workplace to determine presence of hazards and take appropriate action to rectify any hazards found
- Ensure all workers are inducted and receive regular training as required to perform jobs safely
- Facilitate rehabilitation and return to work of injured workers
- Assign and review WH&S Objectives as per KPI's & employee Position Descriptions
- Provide appropriate instruction and training for workers
- Complete and maintain relevant and required documentation to demonstrate continued consideration and compliance.

Duty of Officers

- If a person conducting a business or undertaking (PCBU) has a duty or obligation under the WH&S Act 2011, an officer of the PCBU must exercise due diligence to ensure that the PCBU complies with that duty or obligation.

Duties of Worker's and other persons at the workplace:

- Adhere to all safe working procedures in accordance with instructions
- Take reasonable care of themselves and others who may be affected by their actions
- Participate in all training as requested and in the consultation process where required.
- Actively complete all WH&S related tasks within the BMS including online participation in training, inspections, completion of required documentation and incident investigation

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- Comply, as far as the person is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person conducting the business or undertaking to comply with this Act.

5. PROCEDURE

5.1 The Workplace Health and Safety procedures process is detailed in the LMHAU WH&S Procedures and associated forms.

Links to Relevant Legislation

QLD:

<https://www.worksafe.qld.gov.au/laws-and-compliance>

NSW:

<https://www.safework.nsw.gov.au/legal-obligations>

WA:

<https://www.commerce.wa.gov.au/worksafe>

VIC:

<https://www.worksafe.vic.gov.au/laws>

SA:

<https://www.safework.sa.gov.au/about-us>

TAS:

<https://worksafe.tas.gov.au/>

NT:

<https://worksafe.nt.gov.au/>

ACT:

<https://www.worksafe.act.gov.au/>



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6. DOCUMENTATION

Refer to the LMHAU Document control policy for details.

PREPARED BY:	BELINDA DE RUITER	REVIEWED BY:	CASSANDRA METI	APPROVED BY:	NINO PALA
DATE:	06/04/2021	DATE:	29/04/2021	DATE:	29/04/2021
SIGNATURE:		SIGNATURE:		SIGNATURE:	