

# East Creek Community Centre

## WORK HEALTH AND SAFETY POLICY

### Goals

This policy:

- shows the commitment of East Creek Community Centre's management and workers to health and safety
- aims to remove or reduce the risks to the health, safety and welfare of all workers, contractors, visitors, community participants and anyone else who may be affected by our business operations
- aims to ensure all work activities are done safely.

### Responsibilities

Management (the supervisor and / or manager) is responsible for providing and maintaining:

- a safe working environment
- safe systems of work
- all equipment in the centre is in safe working condition
- facilities for the welfare of all workers
- any information, instruction, training and supervision needed to make sure that all workers are safe from injury and risks to their health
- where a possible risk cannot be eliminated, it will be managed so that work can be performed with minimum possible risk to all

Workers are responsible for:

- ensuring their own personal health and safety, and that of others in the workplace
- complying with any reasonable directions (such as safe work procedures, wearing personal protective equipment) given by management for health and safety
- take reasonable steps to eliminate risks and hazards that could be prejudicial to their safety and health
- the need to identify and report any potential safety and health hazards

We expect visitors and contractors to:

- conduct themselves in a safe and responsible manner and take notice of any warning signs and be aware of any possible hazards that may be present in the centre and report such hazards to centre staff.

Application of this policy

- We seek the co-operation of all workers, customers and other persons. We encourage suggestions for realising our health and safety objectives to create a safe working environment with a zero accident rate.
- This policy applies to all business operations and functions that the centre hosts from time to time.

