



## Health and Safety Policy

### 1. PURPOSE

To provide a healthy and safe workplace for all workers, students and visitors.

### 2. POLICY STATEMENT

2.1. Curtin University is committed to:

- 2.1.1. Providing and maintaining high standards of health and safety in the workplace. It is our belief that all injuries are preventable;
- 2.1.2. Ensuring we uphold Curtin Values and a culture that promotes workplace respect and where we believe that health, safety and wellbeing are paramount and bullying will not be tolerated.

2.2. Health and safety is the responsibility of everyone and that all workers, students and visitors play an important role in contributing to a healthy and safe workplace.

2.3. The University will continue to evolve its Health and Safety Management System through a process of continuous improvement with a focus to manage health and safety risks. This will be achieved in consultation with workers and Safety and Health Representatives with the objective to prevent workplace injury and illness.

2.4. The University will:

- 2.4.1. Ensure compliance with relevant legislation and the University's Health and Safety Management System;
- 2.4.2. Promote an organisational culture that adopts health and safety as an integral component of its management philosophy;
- 2.4.3. Ensure that health and safety is part of the business planning processes and that it is adequately resourced by all areas;
- 2.4.4. Maintain an effective mechanism for consultation and communication of health and safety matters;
- 2.4.5. Maintain an effective process for resolving health and safety issues and managing health and safety risks;
- 2.4.6. Provide appropriate health and safety training;
- 2.4.7. Regularly review health and safety performance to monitor the effectiveness of health and safety actions and ensure health and safety targets and objectives are met.

### 3. RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE MONITORING

All persons charged, on behalf of the University, with the management and/or supervision of others, are responsible for the health and safety standards of the working environment and health and safety of workers, students and visitors under their control.

The University expects that all workers, students and visitors will accept their joint responsibility and cooperate in ensuring that the highest possible health and safety standards are maintained in all University activities.

### 4. SCOPE OF POLICY

This policy applies to all Curtin University workers, students and visitors on Curtin University campuses and any other locations where activities are undertaken by Curtin University representatives or on behalf of the University.

Non-Western Australian campuses will comply with their relevant local Health and Safety Legislation and/or align with this policy as a minimum.

### 5. DEFINITIONS

(Note: Commonly defined terms are located in the [Curtin Common Definitions](#). Any defined terms below are specific to this document)

### Health and Safety Management System

An integrated system that provides a systematic management approach to managing Health and Safety at the workplace. It comprises Health and Safety policies, management standards, procedures, guidelines, forms and checklists, online systems and tools.

### Supervisor

Any person (Academic or General staff) who is responsible for the allocation of work tasks to staff, associates or students, or for the oversight of all students in classes and during field work.

### Worker

A person who carries out work in any capacity for Curtin University, including an employee, associate, contractor, subcontractor, volunteer and students undertaking work for the University.

### Workplace

The place where work is carried out for Curtin University and includes any place where a worker goes, or is likely to be, while at work.

## 6. SUPPORTING PROCEDURES

[Health and Safety Responsibilities Procedures](#)

## 7. RELATED DOCUMENTS/LINKS

[Health and Safety website](#)

[Health and Safety Management Standards](#)

[Curtin's Workplace Respect website](#)

[Code of Conduct](#)

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<b>Policy Manager</b>	Chief Operating Officer
<b>Approval Authority</b>	Planning and Management Committee
<b>Review Date</b>	1 <sup>st</sup> April 2019

## REVISION HISTORY

Version	Approved/ Amended/ Rescinded	Date	Committee / Board / Executive Manager	Approval / Resolution Number	Key Changes and Notes
New	Approved	29/05/2012	Planning and Management Committee	PMC 47/12	Attachment 1 to Document No 00537/12
	Administratively Updated	06/10/2015	Director, Legal and Compliance Services	EC 76/15	Executive Manager Title Changes
	Amended	27/10/2015	Planning and Management Committee	PMC 77/15	Attachment H to Item 11 (PMC noted formally reviewed and no changes required)
	Amended	22/11/2016	Planning and Management Committee	PMC 115/16	