



Occupational Health and Safety Statement of Intent

The Department of Corrective Services aims to achieve the highest standards of Occupational Health and Safety (OHS) in all its work locations and operations. The Department is committed to continuously improving OHS management systems and achieving best practice through implementing the following strategies:

- Compliance with OHS legislation, Australian Standards and relevant Codes of Practice
- Introduction and maintenance of an OHS management system
- Integration of OHS into all the Department's planning and operations
- Design and delivery of quality OHS training packages and programs.

Under the Occupational Health and Safety Act (2000), employees have a responsibility to identify and notify their supervisor of workplace hazards. They must protect themselves and other workers by following safe working procedures contained in the Department's Standard Operating Procedures, the Occupational Health and Safety Manual and Corrective Services Industries' Quality Assurance System Manual. Employees have a responsibility to report to their supervisors all incidents that could lead to injury, loss or damage. Supervisors are responsible for initiating action to correct any identified hazards.

Management is responsible for consulting with staff and engaging them in the risk management process. The Department embraces this consultative style of OHS management. The establishment, training and effective functioning of local OHS workplace committees are essential components in the development and implementation of the Department's OHS prevention strategies.

Line managers are accountable for OHS performance within their areas of responsibility. This accountability covers all persons at departmental workplaces, including staff, offenders (community and custodial), visitors and contractors.

The Department is committed to the application of its OHS policy and will regularly monitor and review its effectiveness. Mechanisms for monitoring OHS performance include risk assessments, analysis of OHS workplace committee inspections, incident investigations and Corrective Services Industries' audits.

Guiding Principles of Occupational Health and Safety

- Most work related injuries are preventable.
- Management has overall responsibility for preventing workplace illnesses and injury, and will be held accountable.
- Every employee must assume responsibility for working safely.
- Management will consult with workers, OHS committees, health and safety representatives and unions on OHS related issues affecting the workplace, to develop strategies for the prevention, identification, evaluation and control of hazards.
- The Department is committed to the implementation and continuous improvement of its health and safety program.

Ron Woodham

Commissioner

26 July 2004

For further information, please contact the Occupational Health, Safety and Rehabilitation (OHS&R) Unit (02) 9289 1791, (02) 9289 1860, (02) 9289 1772 or (02) 9289 1405.