



**AUSTRALIAN INDUSTRY  
TRADE COLLEGE**

*The Future of Industry Begins Here*



# 3.1.6 WORKPLACE HEALTH AND SAFETY POLICY STATEMENT

### 3.1.6 Workplace Health and Safety

#### Company Policy

The AITC considers workplace health and safety as an integral part of the success of the organisation and is committed to providing a safe and healthy work environment for all students (team members), employees, contractors, visitors and member of the public.

The AITC will do this by eliminating or, where this is not practicable, managing workplace health and safety hazards to prevent all injuries, illnesses and dangerous events.

The responsibility for managing workplace health and safety ultimately rests with The Executive and management, but all employees also have important responsibilities that must be met.

Management is responsible for:

1. Ensuring the company complies with all legislation relating to workplace health and safety;
2. Eliminating or minimising all workplace hazards;
3. Providing adequate resources, information, procedures and training to enable all employees and contractors to do their job safely;
4. Encouraging and respecting the involvement of all employees in the improvement of workplace health and safety. This will include the functioning of a Workplace Health and Safety Committee;
5. Providing appropriate safety equipment and personal protective equipment whenever required;
6. Encouraging the rehabilitation of injured staff members;
7. Ensuring each student (Team Member) is trained to do their work placements safely;
8. Monitoring the student (Team Member) work placement sites for the employers' compliance with all legislation relating to workplace health and safety and take corrective action with host employer as deemed necessary.

All employees are responsible for:

- Following all safe work procedures, instructions and rules;
- Participating in the management of workplace health and safety;
- Encouraging other employees, contractors and members of the public to act in a healthy and safe way;
- Participating in safety training;
- Reporting health and safety issues as soon as is practicable
- Using the safety equipment and personal protective equipment provided.

Our goal is to have zero work-related injuries and illnesses to employees, contractors and members of the public. This will only be achieved through the participation, co-operation and commitment of everyone at the workplace.

Extract of AITC Policy 3.1.6 Workplace Health and Safety. If you require the full policy and procedures, please contact the College on 5635 0400