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In developing this policy the University had regard to the provisions of section 40B(1)(b) of the Human Rights Act 2004 (ACT).

1. PURPOSE:

The University has established, implemented and maintained a Work, Health and Safety Policy, which is appropriate to the purpose and context of the organisation. This policy expresses the University's continued commitment to:

- comply with applicable legislative requirements and satisfy continual improvements of work, health and safety management systems in line with the standard AS/NZS 45001.
- Maintain a framework to achieve health and safety aims and objectives in line with the University's Strategic Plan for 2018-2022.

2. SCOPE:

This Policy applies to all workers of the University of Canberra as well as students, affiliates and visitors.

3. PRINCIPLE:

The University is committed to:

- ensuring the health and safety of all people who work, study at, or visit the University by creating an accessible work, health and safety management system that eliminates or minimises risk of injury or illness to all people associated with the University's operations
- engaging with all staff, students, visitors and partner organisations in creating safe environments and systems for learning and work
- developing and maintaining a culture that encourages all staff to actively manage health and safety risks
- providing a continually improving work, health and safety management system
- establishing a work, health and safety management framework to meet legislative obligations

The University will achieve this commitment through:

- communication on the importance of a just safety culture
- safety leadership at all levels that is demonstrated through actions, accountability and commitment to the safety, and wellbeing of our people
- a systematic approach to the planning, implementation, monitoring and review of the work, health and safety processes to ensure legislative requirements compliance
- maintaining injury management procedures (including rehabilitation) in accordance with legislative requirements
- providing and undertaking measures to identify risks and eliminate risks to health and safety, so far as is reasonably practicable. If it is not reasonably practicable to eliminate risks, then to minimise those risks so far as is reasonably practicable
- providing information, training, and resources to our people to assist them to manage risks
- innovation and technologies to minimise health and safety risks for our people
- consulting, cooperating, and coordinating with our key stakeholders to achieve health and safety goals and objectives
- monitoring and reviewing processes to ensure the effective measurement, evaluation and continuous improvement of the work health & safety management system
- reporting on the effectiveness of the work health and safety management systems and this Policy externally and to senior management as required

4. RESPONSIBILITIES:

Delegation Band or Role	Responsibility
Band 0	Responsible for approval, amendment or revoking policy consistent with legal requirements
Band 1	Responsible to Council for the overall implementation of this Policy. This includes the allocation of resources for effective implementation, and ensuring workers (including staff, affiliates and contractors), students and visitors are aware of their responsibilities through appropriate delegation.
Band 2	Executive and Senior Management have the primary responsibility and accountability for the implementation of University policies at all levels of the organisation and the overarching responsibility for workplace health and safety within their areas of control.
Band 6 and/or higher	Personally responsible for understanding, promoting and complying with work, health and safety policies, procedures and for completing any system documentation (if needed)

All Workers, students and others	All workers, students and visitors have a responsibility to take reasonable care for their own safety and the safety of others and to comply with any reasonable instruction, policy, procedures or guidelines of the University in relation to work, health and safety.
People and Diversity	Responsible for the provision of advice on work, health and safety matters, updating the University on legislative changes and assisting with the development, implementation and monitoring of this Policy and the work, health and safety management system.

5. LEGISLATION:

- Work Health and Safety Act 2011 (ACT);
- Safety, Rehabilitation and Compensation Act 1988 (SRC Act)
- Work Health and Safety Regulations 2011;
- Dangerous Substance Act 2004; and
- ACT Codes of Practice

6. SUPPORTING INFORMATION:

- [WH&S-140.3 Roles and Responsibilities for WH&S – Guidelines](#)
- [Injury & Rehabilitation Management Guidelines](#)
- [Resilience Management Framework](#)
- [Risk Management Plan](#) and Tools
- For WHS procedural requirements of Contractors, please refer to the [Contractor Portal](#)

7. DEFINITIONS:

Terms	Definitions
health	Means physical and psychological health
reasonably practicable	means that which is, or was at a particular time, reasonably able to be done to ensure health and safety, taking into account and weighing up all relevant matters

worker	<p>An individual who carries out work in relation to a business or undertaking, whether for reward or otherwise, under an arrangement with the person conducting the business or undertaking, including work as:</p> <ul style="list-style-type: none"> • an employee; or • a contractor or subcontractor; or • an employee of a contractor or subcontractor; or • an employee of a labour hire company who has been assigned to work in the person's business or undertaking; or • an outworker; or • an apprentice or trainee; or • a student gaining work experience; or • a volunteer; or • a person of a prescribed class.
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