



CHATSWORTH CONSTRUCTIONS BUILDING SPECIALISTS

OHS ISSUE RESOLUTION POLICY

The objective of this policy is to facilitate expedient and satisfactory resolution of health and safety issues, which may arise within Chatsworth Constructions. The policy seeks to promote an environment of consultation and cooperation, where the common goal of a safe and healthy working environment, can be achieved.

Scope

This policy applies to health and safety issues across all work areas and is applicable to all employees.

Procedure

Health and safety issues should be reported to the relevant person in charge.

As soon as possible after the hazard or issue has been reported, the Management Representative will address the matter.

The resolution will involve consultation with affected parties and the employee Health and Safety Representative where applicable. If there is no elected Health and Safety Representative, an appropriate person can be nominated.

Assistance in consultation and issue resolution can be obtained from OHS Unit on 9571 7111.

The resolution of the issue will consider the following factors:

- Any requirement to report to the Victorian WorkCover Authority (WorkSafe).
- Whether the hazard and risk can be isolated.
- The number and location of persons affected by the hazard and risk.
- Whether appropriate temporary measures are required to be implemented, are possible or desirable to prevent adverse consequences from occurring.
- Whether environmental monitoring is required to be undertaken.
- The time that may elapse before the hazard or risk is permanently corrected.
- Who is responsible for performing and overseeing the removal of the hazard and risk?

As soon as possible after the resolution of the issue, all parties will be notified in writing of the control measures implemented.

CHATSWORTH MANAGEMENT

Updated: November 2017

