

WORK HEALTH AND SAFETY POLICY

Coastal Transport Services recognise its moral and legal responsibility to provide a safe and healthy work environment for workers, contractors and employees of contractors, clients and visitors to site. This commitment extends to ensuring that operations do not place the local community at risk of injury, illness or property damage.

Our WHS objective is to actively work towards elimination of injuries and fatalities. Our target is to have a 10% annual reduction of all injuries and incidents.

RESPONSIBILITIES

Management are committed to:

- Integrating WHS into all aspects of COASTAL TRANSPORT SERVICES operations
- Compliance with legislative requirements, current industry standards and co-operation with Regulatory bodies, as far as is reasonable
- Exceeding legislative requirements and aiming for best practice systems of work
- Measurable targets to ensure continued improvement reflected in accountability/key performance indicators at all levels
- Provision and maintenance of a work environment that is safe and without risks to health
- Consultation with employees and other parties to improve decision-making on WHS and environmental matters
- Development, implementation and review of written safe work procedures
- Distribution and communication of safety information and safe work procedures
- Information, training and supervision to workers contractors, clients and visitors to ensure safety
- Support and assist employees in effective injury management and rehabilitation
- Review and assessment of WHS policies

Employees are expected to:

- Take reasonable care for the health and safety of themselves and others at work
- Co-operate with COASTAL TRANSPORT SERVICES to enable compliance with WHS legal obligations
- Participate in consultative arrangements
- Assist management to meet WHS targets/key performance indicators

SAFETY RULES

- Do not operate any equipment or vehicle unless you are competently trained to do so.
- Keep your work area tidy and clean. Any item, which could cause a person to trip, fall or cause a mechanical breakdown, must be placed in its correct location.
- Prior to operating any equipment, you must ensure that all safety devices and guards are placed and operating correctly.
- Safety warning and directional signs must be observed at all times.
- Persons are to refrain from practical jokes that could in any way put another person at risk of injury or damage to company property and machinery.
- All electrical or mechanical faults must be reported to the supervisor responsible for the equipment immediately. Unauthorised personnel must not attempt any repairs whatsoever.
- Appropriate footwear must be worn at all times.
- Riding on any part, other than the designated seat, of all vehicles is prohibited. Seat belts must be worn at all times where fitted in those vehicles. Company speed limits must be obeyed.
- Do not run. Do not take shortcuts. Do not step over or walk under machinery. Use designated pathways, ramps and stairways.

References:

WHS Act and Regulations 2011

SafeWork Australia (2011) *How to Manage Work Health and Safety Risks: Code of Practice*

SafeWork Australia (2011) *Work Health and Safety: Consultation, Cooperation and Coordination Code of Practice.*