

Policy Title: Health and Safety Policy

Policy Owner: Director, Human Resources Services

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1. INTENT

This Policy outlines the scope, commitment and responsibilities of the University with respect to providing, maintaining and continuously improving, so far as is reasonably practicable, a safe and healthy working and learning environment for its workers, students and the community.

2. ORGANISATIONAL SCOPE

This Policy applies to all ECU Workers, students and visitors conducting activities on behalf of Edith Cowan University (ECU) both within Australia and overseas. Our campuses outside of Western Australia will comply with this policy and with relevant local Health and Safety (HS) legislation as a minimum. Where there is a difference, the higher standard will apply.

3. DEFINITIONS

TERM	DEFINITION
ECU	Edith Cowan University
Officers	A person who makes or participates in making decisions that affect the whole, or a substantial part, of the business or has the capacity to significantly affect the business' financial standing.
Reasonably Practicable	'Reasonably practicable', in relation to a duty to ensure health and safety, means that which is, or was at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters including: <ul style="list-style-type: none">a) the likelihood of the hazard or the risk concerned occurring; andb) the degree of harm that might result from the hazard or the risk;c) what the person concerned knows, or ought to reasonably know, about:

	<p>i. the hazard or the risk; and ii. ways of eliminating or minimising the risk; d) the availability and suitability of ways to eliminate or minimise the risk; and after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.</p>
Worker(s)	<p>A person is a worker if the person carries out work in any capacity for ECU, including work as:</p> <ul style="list-style-type: none"> a) an employee b) a contractor or subcontractor; c) an employee of a contractor or subcontractor; d) an employee of a labour hire company who has been assigned to work in the person's business or undertaking; e) an apprentice or trainee; f) a student gaining work experience; or g) a volunteer.

4. POLICY CONTENT

ECU has the goal of providing a healthy and safe working and learning environment at all our global locations, where our people are protected from physical and psychological injury, ill health, disease or harm arising from our activities.

ECU is committed to achieving its goal by:

- Implementing and continuously improving our health and safety management system, as outlined in *ECU's Health and Safety Management System Framework*, to ensure we fulfil our legal and other requirements and meet industry best practice;
- Applying the requirements of the Health and Safety Management System across all areas and activities of the University;
- Collaborating and consulting with workers, students and industry partners about decisions that may affect their health, safety and wellbeing. This will be accomplished using consultative mechanisms, including ECU Health and Safety committees and working groups, hazard and incident management processes and engagement with health and safety representatives;
- Setting and regularly reviewing measurable and proactive health and safety targets at the senior management level, that are aimed at reducing workplace injury, ill health, disease and risk; and
- Adopting a process of systematic health and safety risk management, consistent with the principles of *ISO 45001 Occupational health and Safety Management Systems – Requirements with Guidance for use* that forms the foundation of our research, teaching and operational activities to ensure we understand workplace risks and use this information to inform our planning and decision making. In doing so, hazards that may cause physical or psychological injury, ill health, disease or harm, are identified, assessed and controlled to as low as is reasonably practicable.

To realise our vision, the University is committed to strong visible leadership where health and safety is integrated into all University activities. At ECU, health and safety is a shared responsibility and everyone has an important role in helping us maintain a safe and healthy environment. This may be as simple as reporting any potential hazards so they can be promptly addressed.

5. ACCOUNTABILITIES AND RESPONSIBILITIES

In relation to this policy, the following positions are responsible for the following

Policy Owner

The Policy Owner the Director Human Resources Service has overall responsibility for the content of this policy and its operation in ECU.

Amendments will be undertaken in consultation with the University Health and Safety Committee including Health and Safety Representatives.

University Council and Officers of the University

University Council and Officers of the University have ultimate responsibility for providing a safe and healthy working and learning environment for ECU workers, students and visitors in accordance with this policy and legislative requirements.

Workers/students/visitors

Workers/students/visitors are required to meet their duty of care under the Occupational Safety and Health Act (1984), and in doing so meet the intent of this policy.

6. RELATED DOCUMENTS:

6.1 The policy is supported by the following Guidelines:

A range of health and safety related guidelines are available from the Health and Safety pages of the ECU Human Resources Services website, including but not limited to:

- ECU Health and Safety Management System Framework
- University Health and Safety Consultative Committees Procedure

6.2 Other documents which are relevant to the operation of this policy (as amended from time to time) are as follows:

Available from the Western Australian Legislation website

- Occupational Safety and Health Act 1984
- Occupational Safety and Health Regulations 1996

Available from Standards Australia via the ECU Library:

- ISO 45001:2018 *Occupational Health and Safety Management Systems – Requirements with guidance for use.*

Available from the Safe Work Australia website:

- Model Work Health and Safety Bill
- Safe Work Australia (2013) *Guide: How to determine what is reasonably practicable to meet a health and safety duty*
- Safe Work Australia (2018) *Model Code of Practice: How to manage work health and safety risks.*

7. CONTACT INFORMATION

For queries relating to this document please contact:

Policy Owner	Director Human Resources Services
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8. APPROVAL HISTORY

Policy Approved by:	Vice-Chancellor
Date Policy First Approved:	14 June 2002
Date last modified:	8 September 2020
Revision History:	<p>Policy revised to meet amended Western Australia legislative requirements.</p> <p>June 2009: Policy amended to comply with University Guidelines re Drafting of Policy Documents.</p> <p>June 2013: Policy amended to include due diligence and consultation requirements.</p> <p>November 2013: Policy amended to align with new policy template.</p> <p>August 2020: Policy amended to be consistent with section 5.2 of the ISO 45001:2018 standard.</p>
Next Revision Due:	August 2023
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