

UrbanGrowth NSW

Work Health and Safety Policy

Purpose

UrbanGrowth NSW recognises that work health and safety (**WHS**) is of fundamental importance.

This Policy sets out the requirements to ensure that all operations of the organisation are conducted in a manner which safeguards the health and wellbeing of all workers.

Application

This Policy applies to all workers of UrbanGrowth NSW. For the purpose of this Policy, a worker is defined to include:

- all employees employed by UrbanGrowth NSW, including permanent, temporary or casual employees; and
- all contractors, subcontractors (and their employees) any other person engaged or caused to be engaged by UrbanGrowth NSW.

Policy

UrbanGrowth NSW's approach to WHS is one of continuous improvement. This is achieved at all levels of the organisation through the:

- enhancement of skills;
- gathering and sharing of knowledge; and
- ongoing commitment of our workers.

UrbanGrowth NSW aims to:

- Develop a culture that encourages all workers to actively manage WHS risks.
- Comply with all relevant WHS legislation, regulations, codes of practice and industry standards.
- Make available appropriate information, training, instruction or supervision to workers and where appropriate, other persons (such as visitors).
- Monitor and record relevant parameters to provide objective evidence of WHS performance and improvement.
- Control all aspects of its operations that have an effect on WHS.
- Reinforce individual responsibility for WHS to all workers.

In fulfilling the objectives of this Policy, management is committed to consulting with workers to ensure that the Policy operates effectively and that health and safety issues are regularly reviewed.

In order to achieve a safe and healthy work environment, the active cooperation and commitment of all workers is essential. Workers are required to:

- Comply with WHS policies, procedures and systems.
- Comply with all reasonable instructions from managers/supervisors in relation to WHS issues.
- Undertake work in a safe manner without causing risk to themselves or others.
- Ensure that they know how to use equipment safely and that they use all equipment in the correct manner.
- Use any required personal protective equipment.
- Participate in WHS training and WHS consultation.

- Report incidents and accidents (including actual accidents and 'near misses' (that is, where an incident has occurred which had the potential to cause personal injury or damage to UrbanGrowth NSW's property, even if no injury or damage occurred)), hazards and other WHS issues.
- Cooperate with UrbanGrowth NSW as required to enable compliance with the law.

To achieve these objectives UrbanGrowth NSW will maintain a WHS framework complying with all relevant standards and will regularly review and report to the Audit & Risk Management Committee on the performance of this system.

Reporting WHS issues

Workers must report all accidents, injuries and potential safety hazards immediately to their manager and in accordance with the WHS Incident Reporting Process.

Review and publication of this Policy

- The Legal division will review this Policy at least annually in consultation with relevant stakeholders.
- This Policy is endorsed by the WHS Committee and approved by the Board.

Effective Date: 1 April 2016