

SECTION NINE - WORKER PARTICIPATION

As a PCBU we will provide all reasonable opportunity for workers to participate in ongoing processes for improving health and safety.

RAISING HEALTH AND SAFETY CONCERNS

Staff who wish to forward Health and Safety issues for discussion should:

- Gather as much information as possible about the subject
- Forward/discuss with a Health and Safety administrator (Marsha)
- Forward items for the next Health and safety meeting.

HEALTH AND SAFETY REPRESENTATIVES

- Health and Safety Representatives, if workers choose to have one, will be nominated and elected by their peers.

THE ROLE OF THE HEALTH AND SAFETY REPRESENTATIVE

The overall role of the Health and Safety Representative is to contribute to effective health and safety management by being a link between staff and management and participating in health and safety activities.

Health and Safety Representatives functions may include:

- Participating in hazard identification
- Bringing any unidentified hazards, or ineffective hazard management practices to the attention of the appropriate manager
- Conducting scheduled work place inspections and forwarding the results to management
- Assisting staff to complete Accident/Incident Reports
- Participation in accident investigations as required
- Participating in health and safety meetings
- Promoting health and safety to all staff
- Being available to discuss health and safety concerns with worker and discussing such concerns with management
- Other activities as requested by management

HEALTH AND SAFETY TEAM RESPONSIBILITIES

- Keep everyone informed on matters of health and safety
- Encourage worker involvement in health and safety issues by monitoring and reporting hazards
- Ensure that any worker injured at work is supported in his/her rehabilitation and return to work
- Analyse, rate and review hazards.
- Review accident response on occurrence

- Consider health and safety benefits and/or hazards associated with proposed new or modified equipment, processes, material or services
- Assist with any serious incident/accident investigation

The Health and Safety Team will comprise of:

- Health and Safety Representative
- Workers
- Manager

Meetings to be held monthly.