**Occupational Health and Safety (OHS) Policy**

## **1. Policy Statement**

[Company Name] is committed to ensuring the health, safety, and well-being of its employees, contractors, visitors, and any other individuals affected by our operations. This commitment extends to maintaining a safe and healthy workplace that complies with relevant occupational health and safety laws and regulations.

## **2. Objectives**

The primary objectives of our Occupational Health and Safety (OHS) program are:

* To prevent accidents, injuries, and occupational illnesses.
* To identify and control workplace hazards.
* To comply with all applicable OHS laws and regulations.
* To continually improve OHS performance through regular assessments and reviews.
* To foster a culture of safety and responsibility among all employees.

## **3. Responsibilities**

### **3.1 Management Responsibilities**

[Company Name] is committed to providing the necessary resources and support to implement and maintain effective health and safety practices. Management shall:

* Provide leadership and commitment to the OHS program.
* Allocate sufficient resources for training, equipment, and hazard control measures.
* Regularly review and update safety policies and procedures.
* Foster a workplace culture that values safety and encourages reporting.

### **3.2 Employee Responsibilities**

All employees have a responsibility to contribute to a safe and healthy workplace. Employees shall:

* Comply with all OHS policies and procedures.
* Report hazards, incidents, and near misses promptly.
* Use personal protective equipment (PPE) as required.
* Participate in training programs to enhance safety awareness.
* Take reasonable care for their own safety and the safety of others.

## **4. Risk Assessment and Hazard Control**

Risk assessments shall be conducted regularly to identify workplace hazards. Control measures will be implemented to eliminate or mitigate identified risks. All employees shall be informed about the risks associated with their work and the control measures in place.

## **5. Training and Education**

[Company Name] will provide ongoing training and education to employees to ensure they are aware of occupational health and safety hazards and are equipped with the necessary skills to perform their work safely.

## **6. Incident Reporting and Investigation**

All incidents, including accidents, injuries, and near misses, shall be reported promptly. Investigations will be conducted to determine the root causes of incidents and to implement corrective actions to prevent recurrence.

## **7. Emergency Response and Evacuation Procedures**

Emergency response procedures, including evacuation plans, shall be established and communicated to all employees. Emergency drills will be conducted regularly to ensure preparedness.

## **8. Safety Inspections and Audits**

Regular safety inspections and audits will be conducted to identify and correct potential hazards. Inspections may be carried out by designated safety personnel and, where appropriate, involve employees.

## **9. Safety Committees**

Safety committees will be established to facilitate communication and consultation on OHS matters. The committee will include representatives from management and employees, promoting a collaborative approach to safety.

## **10. Communication and Consultation**

Effective communication channels will be established to ensure that employees are informed about OHS policies, procedures, and changes. Employees will be consulted on matters affecting their health and safety.

## **11. Monitoring and Review**

[Company Name] will regularly monitor and review its OHS performance to assess the effectiveness of safety measures. This policy will be reviewed annually or as needed to ensure its ongoing relevance and compliance.

## **12. Definitions**

* Hazard: Any potential source of harm or adverse health effect.
* Risk: The likelihood and severity of harm arising from exposure to a hazard.
* Incident: Any unplanned event that results in injury, damage, or loss.
* Near Miss: An incident that did not result in injury or damage but had the potential to do so.

## **13. Policy Approval**

This Occupational Health and Safety (OHS) Policy has been reviewed and approved by:

[Name of CEO/Top Management]

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Feel free to adapt this template to suit your organization's specific needs and requirements. Ensure that the policy is communicated to all employees, and that they have access to the latest version. Additionally, seek legal advice to ensure compliance with applicable laws and regulations.*