

QSCU OHS&R MANAGEMENT SYSTEM

PROCEDURE 7 – Behavioral Safety Improvement

1. PURPOSE

This procedure defines requirements for management of behavioural aspects of OHS&R performance improvement. The application of this procedure shall take into account all workgroups and people under company control, including contractors and visitors to site.

2. MANDATORY REQUIREMENTS

1. Each site/branch shall develop and implement processes for identifying and reinforcing safe behaviours and correcting at-risk behaviours.
2. Employees shall receive appropriate levels of training to enable recognition of safe/at-risk behaviours and provision for feedback regarding safe/at-risk behaviours to colleagues.
3. OHS&R training records shall be retained indefinitely.
4. Regular reviews of this procedure shall be conducted to ensure compliance with the mandatory requirements.

3. RESPONSIBILITIES

Responsible Manager

- Initiate, maintain and communicate a behavioural safety program.
- Maintain record of training conducted.
- Maintain schedule and record of assessments.
- Develop and analyse a list of safe and at-risk behaviours.

Site Personnel

- Participate in all aspects of the site's behavioural safety program.

4. REFERENCE DOCUMENTATION

- A. AUSTRALIAN AND NEW ZEALAND OHS&R LEGISLATION