



# Catholic Diocese of Ballarat St. James' Parish

## OCCUPATIONAL HEALTH AND SAFETY POLICY

The Catholic Diocese of Ballarat and St. James' Parish acknowledges that Occupational Health and Safety is a critical and integral component of its activities. We recognise that the health and safety of all employees and others working for the Catholic Diocese of Ballarat and St. James' Parish is the joint responsibility of management and employees. Management, in fulfilling this role, acknowledge the duty to provide and maintain, in so far as is reasonably practicable, a working environment that is safe and without risks to health.

In order to achieve this, the Catholic Diocese of Ballarat and St. James' Parish in consultation with their employees and volunteers will:

- Comply with relevant OHS legislation.
- Provide safe systems of work developed in consultation with staff and volunteers taking into account the hazards identified, risks assessed, and the effective control of those risks.
- Provide appropriate information, instruction, training and supervision on systems of work for all employees and volunteers.
- Aim to develop enhanced programs and procedures to continuously improve the OHS Management System.
- Consult with staff and volunteers and encourage initiatives that contribute to a safer working environment.
- Ensure the reporting and investigation of injuries, illnesses and incidents is conducted in a consultative manner and to ensure that appropriate corrective action is taken to prevent recurrence.
- Develop a gradual return to work program for injured employees in consultation with all relevant parties.
- Aim to establish measurable objectives and targets for continued improvement in the reduction, and where possible, elimination, of work-related injury and illness.
- Measure and evaluate OHS performance by regular monitoring audits and inspections of compliance with Diocesan policies and legal requirements.
- Regularly review the OHS Management Systems to ensure its appropriateness and effectiveness in managing systems of work and OHS responsibilities.

Rev Justin Driscoll  
Parish Priest  
December 2009

Reviewed by Kevin Maloney, Parish Priest 2018